

CLAYTON PARISH COUNCIL

MEETING AT THE VILLAGE HALL, CLAYTON.

THURSDAY 8th November 2018 – 7PM

MINUTES

2018/093

PRESENT

Councillors: J Vasey (Chairman), J Pitts, A Cunningham, J Andrew
I Hepton, C Thirkill, P Green, M Upton & S Gudgeon

2018/094

IN ATTENDANCE

C. Hepton, Clerk
H. Rankin, Asst clerk
14 members of the public.

2018/095

APOLOGIES FOR ABSENCE

None received.

2018/096

ADMISSION OF THE PUBLIC

(Public Bodies (Admission to Meetings) Act 1960, Local Government Act 1972 s100/100a
Ss2/Schedule 12A and Clayton Parish Council Standing Order No.67

None recorded

2018/097

DISCLOSURES OF INTEREST

(Members Code of Conduct)

To receive disclosures of interests from Members on matters to be considered at the meeting as detailed in the Parish Council Code of Conduct adopted at the Parish Council meeting on 15 November 2012.

Cllr Pitts and Thirkill item 8 – Clayton Community Association

2018/098

PREVIOUS PARISH COUNCIL MINUTES AND PROGRESS REPORT

Proposed: Cllr Hepton **Seconded:** Cllr Andrew

All in favour

Resolved: That the presented minutes are signed by the Chairman as a true record of the meeting held on 27th September 2018

2018/099

CHAIRMANS REMARKS AND CORRESPONDENCE

Cllr Vasey updated the council as follows:

Dickensian market – Saturday 1st December. If anyone can help with the stewarding please get in touch with one of the committee members.

Cowgill surgery – a support group will be taking place in the Village Hall on 13th November 1-5pm. all welcome.

Remembrance service – 9.30am at St.Johns then at the cenotaph for laying of wreaths at 10.50am. thanks to the WI for providing the refreshments. Also huge well done to the ladies for their beautiful tribute on the roundabout.

2018/100

ELECTION OF A VICE-CHAIRMAN

Nominated: No nominations received.

As there were no nominations for Vice-chair this would be deferred to the next meeting.

2018/101

TO RECEIVE WRITTEN APPLICATIONS FOR THE OFFICER OF PARISH COUNCILLOR AND TO CO- OPT A CANDIDATE TO FILL THE EXISTING VACANCY.

We received one application for these posts from Mrs Gaynor Shutt. Mrs Shutt had already been invited to a Staffing committee meeting and following that was put forward to full council. There was a brief introduction from her along with questions from members.

Proposed: Cllr Vasey

Seconded: Cllr Pitts

All in favour

Resolved: That Mrs Shutt is co-opted on to the Parish Council.

A declaration of office was signed and witnessed by the clerk.

2018/102

GRANT AID

➤ **Clayton Community Association**

A request for £2174 has been received from the above organisation. The grant would be used to purchase a new oven and housing. All members felt that the Village Hall was a valued asset to the community and should be supported.

Proposed: Cllr Hepton

Seconded: Cllr Green

All in favour

Resolved: That £2174 be awarded to Clayton Community Association.

2018/103

DEFIBRILLATOR

Cllr Vasey updated the council following on from the last meeting. The clerk was liaising with all involved parties and keeping everyone up to date. Once installation had been completed then the WI and Liberal club could arrange their publicity. Once all were installed the council would arrange for promotional material/info to be distributed and a training session would then follow.

2018/104

COMMITTEE REPORTS/WORKING GROUPS

A) Staffing

- Report from the Staffing Chairman

Cllr Pitts updated the council that the committee had met just once. An application had been received for Parish Councillor. It was agreed that there would be a 6 month review mid-way through the year for the staff of the council.

B) Planning

- Report from the Planning Chairman

Cllr Thirkill updated the council that no meeting had taken place. She did explain that the footpath near the Westminster Ave development was closed. This was only temporary and to allow the builders to put up a retaining wall and then reconstruct a dry stone wall.

C) Finance

- Report from the Finance Chairman

Cllr Andrew updated the council. The accounts had been reviewed with no concerns. The next meeting would be 3rd December whereby the budget would be reviewed for submission to full council.

- List of Invoices and Cheques

Proposed: Cllr Pitts

Seconded: Cllr Gudgeon

All in favour

Resolved: That the list of invoices paid and due for payment be accepted.

d) Events

- Report from the Events Chairman

Cllr Thirkill updated the council as Cllr Gudgeon was not in attendance at the last meeting. members were asked to volunteer on the tombola at the Dickensian Market. Carols around the tree would take place 15th December at 5.30pm.

- Task list for events

Clerk to update and distribute

- Election of another member to the committee.

Nominated: Cllr Green

Proposed: Cllr Thirkill

Seconded: Cllr Gudgeon

All in favour

Resolved: The Cllr Green be elected to the committee

e) Business planning working group

- Report from the Business planning chairman

No report as the group hadn't met. Next meeting 12th November.

f) Library oversight group

- Report from the chairman.

There was a family tree workshop and they were also looking at ways to commemorate the 200th anniversary of the library. Volunteer numbers were growing thanks to the asst clerk for driving recruitment.

2018/105

REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

Parish Council Liaison Meeting - Cllr Vasey updated members no meeting had taken place. the next one is 14th November in Ilkley. Up for discussion would be the 'South Pennine National Park'. Currently Clayton would not form part of it although parts of Thornton and Queensbury would. More information to follow.

Glenholme Allotments Association – No update. The clerk confirmed that a full review of procedures would take place and going forward would communicate with all allotment

holders in terms of issuing invoices, warning letters etc. Clerk to arrange a meeting with those parties involved.

2018/106 **PUBLIC CONSULTATION AND QUESTION TIME**

It was asked if the clerk and Cllr Thirkill could speak to the relevant dept regarding Brow Lane and ask why it wasn't on the gritting route (with the view that it would be put back on) and that the grit bin they had would appear to have been taken away.

2018/107 **TO NOTIFY THE CLERK ON MATTERS FOR INCLUSION ON THE NEXT MEETING'S AGENDA**

2018/108 **DATES OF MEETINGS – 2018**

17th January 2019

21st March 2019

16th May 2019

Other meeting dates

- Planning, Events & business planning meeting – 12th November 2018
- Finance, events and planning – 3rd December 2018

The meeting closed at 8.10pm