

co-option application.

Proposed: Cllr Gudgeon

Seconded: Cllr Hepton

All in favour.

Resolved: That Ms Sujit Brar was co-opted to Clayton Parish Council.

Ms Brar took her seat at the council after signing the declaration of office.

2016/340

CHAIRMAN'S REMARKS AND CORRESPONDENCE

The Chairman delivered the following report:-

Robert Spencer – it is with the deepest sadness that I announce the death of Councillor Robert Spencer, on Friday 11th November 2016, after a sudden illness. Cllr Spencer had lived in Clayton for over 50 years and was a founding member of the Parish Council, elected as the first Chairman. Robert was instrumental, working tirelessly with the original Councillors, to establish the Council in those early years, getting it up and running into what we see and benefit from today. During his time, when not serving on the council Robert and his wife worked for many years as volunteers in the Village Hall involved in many duties. Robert remained very active right up to his very last days, attending his last meeting for the Parish Council only 2/3 weeks ago. Many of us had the pleasure of serving on various committees and working groups alongside Robert and a personal lasting memory of my own, which made me so delighted, was to see the pleasure on Robert's face as he embraced the use of technology, swiftly flicking his fingers back and forth across his iPad, connecting to the Village Hall Wi-Fi, navigating his agenda's, minutes of meetings and responding to his emails – or so I thought, until he quietly confided in me that he was reading the BBC Sport pages and catching up on the football results. Nonetheless, this was simply typical of Robert, trying out new things, embracing change and in his words "I thought I would give it a go, why not..." a true inspiration to us all. This evening we are leaving the seat at the table where Robert used to sit empty as a mark of respect to him. I am sure you will all join me as we think of his wife Margaret, his two daughters and his family who have our sincere condolences. I would like us to stand and show our respect with a moments silence as we remember and pay tribute to a true gentleman, Cllr Robert Spencer. Please stand and either say a little prayer to yourself or just think about Robert and the happy times we had.

Thank you ladies and gentleman – and to Margaret and Robert's family, you are in our prayers.
God Bless.

Clayton Park Development – Work had progressed well and the final plans were submitted to WREN last month. Unfortunately, for reasons that appear to be a technicality, WREN have rejected the funding proposal. Meetings urgently took place with a view to resolve the issue and appeal the decision. Unfortunately, there is no appeal process and the funding was allocated to other projects. The Bradford district no longer qualifies for WREN funding and therefore no re-submission is possible. It is now difficult to managing the fall out of this decision and the raised expectations that have been provided. What is more embarrassing is a rather premature press-release last week in the T&A from the Cllr of the Bradford Executive for Environment, Sport and Culture promoting this project. I have written to the Cllr concerned (Cllr Sarah Ferriby) requesting that this matter is placed on the next agenda of the Bradford Executive to consider the allocation of £50,000 investment to allow the project to commence as planned. I will keep you informed of progress.

Clayton Youth Council – A Terms of Reference and Standing Orders have been written by the Working Group and will be presented to Council at the next meeting. The composition of the Youth Council will consist of twenty-two (22) members, made up of twenty (20) voting members and two (2) non-voting members as follows:

Voting members

- i) Six (6) elected members from the Primary schools within Clayton (two (2) from each school) – representation to be agreed by each school accordingly:
- Clayton C of E Primary School x2
 - Clayton Village Primary School x2
 - St Anthony’s Catholic Primary School x2
- ii) Eight (8) elected members from local youth organisations within Clayton (two (2) from each organisation) – representation to be agreed by each club accordingly:
- Baptist Church Youth Club x2
 - Clayton Youth Club x2
 - Gospel Church Youth Club x2
 - St Johns Youth Club x2
- iii) Six (6) members elected by application.

Non-voting members

- b) Two (2) members of the Clayton Parish Council (one including the Chairman) shall be elected by the full Parish Council each year to serve on the CYC as non-voting members and mentors.

The Action Plan is:

- Applications / Elections - December/January (closing date 9th January 2017);
- Shortlist / Interviews (if necessary) – w/c 16th January 2017;
- Induction session for all new Youth Councillors – Monday 23rd January 2017 4pm – 6pm;
- First meeting of the Youth Council – 20th February 2017 (bi-month thereafter);

School Achievers Award - Discussions have taking place with each of the three Clayton schools and everybody is enthusiastic about this new scheme. I am now working with a pan-school group to agree the application and award process. I will keep everyone updated of progress.

Clayton CAP Meeting Friday 11th November – The CAP Project Team are doing an incredible job. A full action plan is in place with various work streams. Retail workshop to be held in Clayton on the 25th November at 10am. The workshop will be held at the COOP. PCSO/Specials are to deliver the invitation letters. Specials have already carried out visits to local retail premises and have carried out further visits this week – which is Alcohol Awareness Week. Two off licences have been interviewed and a warnings issued. Stencils have been painted onto pavements outside retail outlets and Stencil is to be applied outside the COOP on Friday 18th November. All Pubs are invited to a Licensee workshop on the 25th November. CAP will have a stand at the Dickensian Market and discussions are underway to bring Thornton and Queensbury into the CAP Project. There will be an Open Evening for Dry January at the Village Hall – details will be circulated via the website and social media/ GP Practice/ Library etc.

Remembrance Service – The turnout on Sunday 13th November was greater than ever. The service at St Johns Church, whilst very poignant, was upbeat and translated the importance of the messages of remembrance to the younger generation. Many thanks to the volunteers at the Village Hall who provided the refreshments afterwards, it was very much appreciated by everyone.

New **Highways Protocol** to be established with a view to ensure consistent ways of working between Bradford Met and local councils. Highways Survey should now be complete and I am awaiting the final report.

Service devolution – a number of community asset transfers are due to take place in a number of Parish Councils across the district. The changes will take effect in April 2017 and include Burley Parish Council where 12 leaseholds, 1 freehold with 39 different assets and 55 deed packets will transfer. Work with other Local Councils such as Wilsden Parish Council is now progressing. This will ultimately result in increases to their local preset, something that Clayton Parish Council must consider in future.

Library Services – a model of a hybrid library will be created for the transfer of library management to communities in Clayton and Baildon. Cllr Pitts and I met with representatives from Bradford Met on 28th September. The new scheme will come into effect on 1st April 2017, however there needs to be a nominated Responsible Body who will provide 30.5 hrs/week of volunteer time to work in the library alongside existing Customer Service Assistants. I have held discussions already with various groups although they are not able to take on this responsibility due to lack of capacity. I will be having discussions with Clayton Community Association over the coming days. Whomever becomes the Responsible Body will need to be able to generate an additional 30.5hrs/week of volunteer time. This is a serious message that we must get out into the local community. The alternative will be that Bradford Council are left with no choice but to close the Library. I intend to hold a joint public meeting with all interested agencies in January, make people aware of the requirements and consequences. Hopefully sufficient people will be able to find a few hours per week and we can maintain a local library service.

The date of the Public Meeting is Tuesday 17th January at Clayton Village Hall. I will be present from 5pm to have small group conversations with people and at 6.30pm there will be a main presentation. Details will be circulated shortly.

2016/341

FINANCE

a) **List of Invoices and Cheques**

Proposed: Cllr Hepton

Seconded: Cllr Vasey

All in favour

Resolved: That the list of invoices and cheques were approved and signed by the Chairman.

2016/342

COMMITTEES/WORKING/GROUPS/OUTSIDE BODIES

a) PLANNING

i) Report from the chairman of the Planning Committee

The clerk delivered the report from the past planning applications. Council had raised no objections to any applications.

b) STAFFING

i) Report from the chairman of the Staffing Committee

Cllr Vasey informed the council that there was no update since the committee hadn't met since the last meeting.

c) FINANCE

i) Report from the chairman of the Finance Committee

Cllr Gudgeon informed the council that there was no update since the committee hadn't met since the last meeting.

d) EVENT'S

i) i) Report from the chairman of the Events Committee

Cllr Pitts delivered the report and updated the council.

2016/343

GRANT AID

a) 16th CLAYTON DIEHARD SCOUT GROUP

Discussions were had regarding the security of the mini bus going forward, whether they would contribute funds towards any funding received a proposal was made that £3000 be awarded to the scout group (There was a caveat attached that the bus would need to be purchased in this financial year otherwise the grant would be withdrawn and they would have to re-apply). The Parish Council continues to support the youth in the village. The Scout group were to contact the clerk to release the funds once a replacement bus was sourced and ready for purchase. The Scout Group offered to provide acknowledgement of the Parish Council with a sticker on their new mini bus.

Proposed: Cllr Hepton

Seconded: Cllr Pearson

All in favour

Resolved: That £3000 be awarded to the 16th Clayton Diehard Scout group

b) CLAYTON EXPORERER SCOUTS (not 61st BRADFORD SCOUT GROUP as was written on the agenda)

NB: Correction: this application is a joint one with the other scout group in the village

All the council were in favour of this application.

Proposed: Cllr Parvez

Seconded: Cllr Pitts

All in favour

Resolved: That £475 be awarded.

2016/344

PLANTING AT THE ROUNDABOUT

Proposed: Cllr Gudgeon

Seconded: Cllr Hepton

All in favour

Resolved: That Bradford Works be awarded the contract for the flower beds on the roundabout.

2016/345

ARMED FORCES COVENANT

After consideration no interest from the Parish Council was shown.

2016/346

REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

Parish Council Liaison Meeting - Cllr Kaushal-Bolland informed the council as follows. The last branch meeting was cancelled due to the snow. Notices/posters to be prepared and distributed to hold a public meeting on the situation with the library.

Glenholme Allotments Association – Cllr Cunningham updated the council on the waiting list situation. 4 people were on the waiting list that resided in the village. 2 had agreed to meet Cllr Cunningham on site but failed to show, one did not get in touch and the other was a previous tenant from earlier this year who had failed to keep the allotment in good order. Cllr Cunningham asked the council if priority could be given now to 2 who were outside the parish border.

Proposed: Cllr Cunningham

Seconded: Cllr Hepton

1 abstention

6 in favour

Motion passed.

Resolved: That those currently on the waiting list who reside out of the village be allocated a plot.

2016/347 **PUBLIC CONSULTATION AND QUESTION TIME**

A query was raised regarding the cheque list – could it be clarified that cheque no 300807 was for the lawnmower and other associated equipment. Clerk to change the wording.

Trees on Clayton Lane – they were very overgrown, mostly dead and over hanging. Although this isn't within the power of the parish council the clerk would speak with Cllr Thirkill to see if she could speak to Bradford Council.

2016/348 **TO NOTIFY THE CLERK ON MATTERS FOR INCLUSION ON THE NEXT AGENDA**

2016/349 **DATES OF MEETINGS – 2016/17**

Next meeting is 19th January 2017

19 January 2017

16 March 2017

18 May 2017

20 July 2017

The meeting closed at 8.30pm