

**CLAYTON PARISH COUNCIL
PARISH COUNCIL MEETING
THE VILLAGE HALL, CLAYTON.
THURSDAY 21ST JULY 2016– 7PM**

2016/290 PRESENT

Councillors: C.Kaushal-Bolland (Chairman), C Thirkill, R Spencer, J Vasey,
V. Hillyard, J Pitts, Gudgeon, Cunningham and Hepton

2016/291 IN ATTENDANCE

C. Hepton, Clerk
11 members of the public.

2016/292 APOLOGIES FOR ABSENCE

Cllr Parvez unauthorised absence

2016/293 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 Thirkill agenda item 12A, 12B, 12C, 13,

Cllr Pitts agenda item 12B, 12C.

Both councillors would be excluded from voting on these items.

2016/294 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***

Item 5 (2016/296) to be held in closed session

2016/295 PREVIOUS PARISH COUNCIL MINUTES AND PROGRESS REPORT

Proposed: Cllr Thirkill

Seconded: Cllr Spencer

All in favour

Resolved: That the presented minutes are signed by the Chairman as a true record of the meeting held on 19th May 2016.

2016/296 TO RECEIVE WRITTEN APPLICATIONS FOR THE OFFICER OF PARISH COUNCILLOR AND TO CO-OPT A CANDIDATE TO FILL THE EXISTING VACANCY/VACANCIES

The public left the meeting.

Application was received from Mr Robert Pemberton. Mr Pemberton was asked to some questions in respect to his co-option application.

Proposed: Cllr Thirkill

Seconded: Cllr Pitts

All in favour.

Mr Pemberton took his seat at the council after signing the declaration of office.

CHAIRMAN'S REMARKS AND CORRESPONDENCE

The Chairman delivered the following report:-

Cllrs Richard Hilton and Nigel Saunders have both tendered their resignation. I am pleased to report that this is for positive reasons for them both, Richard securing a new job and Nigel's gardening business keeping him extremely busy. I wish them well and thank them for their time on the council. I would also like to thank Nigel and Jean for assisting with the judging process for the Clayton in Bloom Garden competition which took place earlier this week – and may I remind everyone of the forthcoming awards presentation and afternoon cream tea which will take place on Saturday 6th August at 3pm.

Since the last Parish Council meeting, a considerable amount of work has been completed, evidence of which is seen within the papers for this evening's meeting. Thank you Claire for all your input over the past 7-8 weeks especially proof-reading, re-reading and compiling all the papers for this evening.

I have attempted to provide a visual representation of our governance structure to show the relationship between the Council, its Committees, the Working Groups and outside bodies.

Many thanks to the Events Working Group for overseeing the very successful Picnic in the Park, although the weather was a little damp, spirits were high and a good day was had by everyone.

The Battle of the Somme centenary commemoration was well attended in Victoria Park and was a very moving service especially with the pleasant singing voices of Clayton C of E Primary School – I have written to the Head Teacher (Mrs Kurasinski) to express our sincere thanks and to commend the children who are a true credit to the school. Also thank you to Hedley Smith for requesting support from the Council and to the Village Hall for providing refreshments and biscuits following the service, which really completed the proceedings.

I recently attended the Village Hall Annual General Meeting who are a key strategic partner in our ventures over the coming years and we look forward to ongoing partnership working.

In other areas of correspondence, I have held discussions/emails with various people relating to the provision of youth services across Clayton and suggested the formation of a Youth Council – all of whom are in full support and more on this later in the agenda.

Hopefully you will have all registered to receive the eNewsletter. This was published a week after the last meeting and will provide a summary of the news and developments following each meeting in future. If you have not already registered you will find links and information on Facebook and on the website.

And finally, the frequent problem of speeding drivers continues to be an issue, not only in Clayton but across the district – our prayers and sympathies are with the relatives of the cyclist who was hit and killed by a speeding car in Cottingley yesterday – this will no doubt raise concerns about speed limits within built-up areas. On the same subject, speeding within Clayton continues to be an issue – a head-on collision resulting in an overturned car on Park Lane at the end of May and the more recent incident on Hunters Park Avenue resulting in the assistance of the Air Ambulance to rush a pedestrian who was struck in the incident to hospital – we wish her a speedy recovery. I have had conversations with the Reduction and Road Safety Team and the Highways Engineers from Bradford Council. I have also had an email conversation with Bhulla Singh, Area Co-ordinator for Bradford West in support of the work that District Councillors Swallow, Eagle and Thirkill have recently taken forward. I am informed that numerous traffic surveys are underway which will inform future discussions. I have also requested a joint meeting between all appropriate agencies to reduce the speed limit in Clayton to 20mph although the strict enforcement of this will no doubt be a resourcing issue for the police but one which should not deter our commitment to make our local roads safer for everyone.

The Chair at this point announced that item 17 – Youth Council would be brought forward on the agenda to follow item 5.

YOUTH COUNCIL

Cllr Kaushal-Bolland presented his paper on the Youth Council proposal. Age limit was discussed. The council should be a true representation of the villages' socio economic groups. In principal the proposal was very well received although some concerns were shown as to how to keep the youth

motivated and interested. All would need to be worked on.

Proposed: Cllr Kaushal-Bolland

Seconded: Cllr Thirkill

All in favour

Resolved: That a youth council be set up as a working group. All constitutional matters to be discussed and agreed upon.

Cllr Kaushal-Bolland then asked for a lead councillor to take charge of the youth council

Nominated: Cllr Pemberton

Proposed: Cllr Kaushal-Bolland

Seconded: Cllr Spencer

All in favour

Resolved: Cllr Pemberton be elected to the youth council.

2016/299

FINANCE

a) List of Invoices and Cheques

Proposed: Cllr Thirkill

Seconded: Cllr Hepton

All in favour

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

b) Chairman's Allowance

Proposed: Cllr Pitts

Seconded: Cllr Vasey

All in favour

2016/300

COMMITTEES/WORKING/GROUPS/OUTSIDE BODIES

a) PLANNING

i) Election of further member

Nominated: Cllr Gudgeon and Hepton

Proposed: Cllr Spencer

Seconded: Cllr Gudgeon

All in favour

Resolved: That Cllr Hepton and Gudgeon be elected to the planning committee

ii) Terms of Reference

Proposed: Cllr Thirkill

Seconded: Cllr Pitts

Resolved: That the terms of reference be approved.

iii) Report from the chairman

Cllr Thirkill delivered the report from the past planning applications.

b) STAFFING

i) Election of further member

Nominated: Cllr Vasey

Proposed: Cllr Pitts

Seconded: Cllr Gudgeon

All in favour

Resolved: That Cllr Vasey be elected to the staffing committee

ii) Terms of Reference

Proposed: Cllr Kaushal-Bolland

Seconded: Cllr Gudgeon

Resolved: That the terms of reference be approved.

iii) Report from the chairman

Cllr Kaushal-Bolland delivered the report as the previous chairman had since resigned. A new chair to be appointed at the next meeting.

c) FINANCE

i) Election of further member

Nominated: Cllr Pitts

Proposed: Cllr Hepton

Seconded: Cllr Cunningham

All in favour

Resolved: That Cllr Pitts be elected to the finance committee

ii) Report from the chairman

As the committee was yet to meet no report delivered.

d) ALLOTMENTS ASSOCIATION

i) Election of further member

Nominated: Cllr Pitts and Hepton

Proposed: Cllr Gudgeon

Seconded: Cllr Spencer

All in favour

Resolved: That Cllr Pitts and Hepton be elected to the allotments association. Item to be added to next meeting's agenda for further election.

e) JUNE WORKING EVENT GROUP

i) Feedback and lessons learned.

Cllr Pitts delivered an update on the recent event. It was a great success despite the rather inclement weather. Lots of activities to keep the children entertained and the WI stall was very popular. Thanks to all involved, those that helped to set up and thank you to those that attended.

ii) Change from a working group to a committee.

Cllr Kaushal-Bolland presented a paper to the council to change the group from that of a working group to a committee. Currently proposals take more time to agree to as the council only meets bi-monthly. By changing to a committee it would allow the members to make decisions using delegated powers and with a budget set arrangements could be made without the time delay. The current membership of this group consists of Cllr Pitts, Thirkill and the clerk. These members to continue with the addition of 2 more members.

Proposed: Cllr Kaushal-Bolland

Seconded: Cllr Pitts

8 in favour, 1 abstention

Resolved: That the June working group is changed to an Events Committee. 1st meeting to be arranged by the clerk where a chairman would be elected and terms of reference agreed.

Nominated: Cllr Gudgeon and Hepton

Proposed: Cllr Spencer

Seconded: Cllr Pitts

All in favour

Resolved: That Cllr Hepton and Gudgeon be elected to the Events committee.

f) GLENHOLME ALLOTMENTS ASSOCIATION

i) Elect a representative to the outside body

Nominated: Cllr Cunningham

Proposed: Cllr Kaushal-Bolland

Seconded: Cllr Spencer

All in favour

Resolved: That Cllr Cunningham be elected to the outside body.

2016/306

COUNCILLOR TRAINING PROGRAMME

Cllr Kaushal-Bolland presented his paper on this. Rather than councillors having to travel it is proposed that YLCA hold the training at the Village Hall. Council are asked to email the preferred choices (1ST, 2ND and 3RD option) to the clerk for her to arrange. The cost based on 6 councillors attending would be £300.

Proposed: Cllr Kaushal-Bolland
All in favour

Seconded: Cllr Hepton

2016/307

CLAYTON PARISH COUNCIL NOTICE BOARD

Cllr Kaushal-Bolland delivered his paper. The notice board would be displayed in the village hall with all key council information. Cost approx. £239 plus vat.

Proposed: Cllr Kaushal-Bolland
All in favour

Seconded: Cllr Gudgeon

Resolved: That a notice board is fitted in the village hall.

2016/308

ROUNABOUT SIGNAGE

Cllr Kaushal-Bolland delivered his paper. Two quotes presented. Council thought it a good idea that the work of the council was noted where possible. Inprint and Design was awarded the job. A tradesperson to fit and install the sign. (Subject to the necessary risk assessment and insurance to being in place). Circa £200 fitted for the sign.

Proposed: Cllr Pitts
All in favour

Seconded: Cllr Hepton

Resolved: That Inprint and Design be awarded the job of producing the sign. (Subject to the necessary risk assessment and insurance to being in place).

2016/309

SCHOOL ACHIEVER'S AWARD

Cllr Kaushal-Bolland delivered his paper on this item. Council agreed in principal with the proposal and with this being worked on in conjunction with the Events committee – Cllr Kaushal-Bolland would put to the Events committee that a sub-committee be set up to move this forward. Cllr Kaushal-Bolland to explore this further with the schools and to report back.

Proposed: Cllr Kaushal-Bolland

Seconded: Cllr Hepton

Resolved: Cllr Kaushal-Bolland has the approval of the council to speak with the Head teachers of the schools to explore how this might work.

2016/310

CLAYTON IN BLOOM

Clerk update council on the judging. Prize money agreed at £25 for winner, £15 for runner-up and £5 for highly commended gardens. Council were reminded of the awards presentation on 6th August at 3pm in the Village Hall.

Proposed: Cllr Gudgeon
All in favour

Seconded: Cllr Vasey

2016/311

REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

Parish Council Liaison Meeting - Cllr Kaushal-Bolland updated the council. At the last meeting some discussions were around planning protocol and Neighbourhood plans. There are grants available to councils. Next meeting is in September.

Glenholme Allotments Association – Cllr Cunningham updated the council. 11 people on the waiting list. 2 had given their plot up and 1 had been evicted. 4 plots had since been handed out. Of the 7 people the waiting list 4 live outside the village.

2016/312

PUBLIC CONSULTATION AND QUESTION TIME

The council were asked if they could find use for 3 benches that are currently unused in Holly Park nursing home. This would be added to the next agenda.

The council were commended for focusing on some new and exciting ideas. Namely the establishment of a youth council and the potential development of a new playground.

2016/313 **TO NOTIFY THE CLERK ON MATTERS FOR INCLUSION ON THE NEXT AGENDA**

Holly Park benches
Police liaison representative

2016/314 **DATES OF MEETINGS – 2016/17**

Note change of meeting date from 15th to 22nd September

22 September 2016

17 November 2016

19 January 2017

16 March 2017

18 May 2017

20 July 2017

The meeting closed at 9.00pm