

**CLAYTON PARISH COUNCIL  
PARISH COUNCIL MEETING  
THE VILLAGE HALL, CLAYTON.  
THURSDAY 22<sup>nd</sup> September 2016 – 7PM**

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**2016/315      PRESENT**

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

**2016/316      IN ATTENDANCE**

C. Hepton, Clerk  
16 members of the public.

**2016/317      APOLOGIES FOR ABSENCE**

Cllr Pemberton unauthorised absence  
Cllr Gudgeon absence approved

**2016/318      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, Hepton and Vasey. Item 9 – Bowling club grant application

**2016/319      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 (2016/321) to be held in closed session

**2016/320      PREVIOUS PARISH COUNCIL MINUTES AND PROGRESS REPORT**

**Cllr Vasey highlighted an error on 2016/304 – Grant aid. There was one abstention to the voting Resolution: That the minutes be amended and recorded as such.**

**Proposed:** Cllr Cunningham  
All in favour

**Seconded:** Cllr Pitts

**Resolved:** That the presented minutes are signed by the Chairman as a true record of the meeting held on 21<sup>st</sup> July 2016.

**2016/321      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 Mrs Jill Pearson. Mrs Pearson was asked to some questions in respect to her co-option application.

**Proposed:** Cllr Hepton  
**All in favour.**

**Seconded:** Cllr Pitts

**Resolved:** That Mrs Pearson was co-opted to Clayton Parish Council.  
Mrs Pearson took her seat at the council after signing the declaration of office.

**CHAIRMAN'S REMARKS AND CORRESPONDENCE**

The Chairman delivered the following report:-

**Clayton in Bloom** - I would firstly like to echo the Clerks comments about Clayton in Bloom – this really was another great success and everyone had a really nice afternoon. I would like to extend our thanks to Clayton Community Choir for their wonderful singing and the volunteers of the Village Hall who provided a superb afternoon tea.

**Committees and Working Groups** - I am pleased to report that the new Committees and Working Groups are now well established and meetings are taking place. There have been some minor changes recently and also some additional changes to make – an updated governance structure will be produced and updated on the website.

**Clayton Park Development** - The Clayton Park development moving forward and a meeting is taking place tomorrow lunchtime to review and assess bids. I would like to thank Alex for the sterling work that he has done to date and will continue to do over the coming weeks and months.

Contact: Alex Dilger, Community Development \ Centre Manager, alexdilger@btinternet.com

**Training for Councillors** - Training for Councillors has had to be postponed pending a new date convenient for all. The reason for this is due to the calculation of costings by YLCA which is based on a full council membership, therefore an outlay of 11 council members would have to be funded. A date will have to be agreed where all members can attend, otherwise, individuals Councillors will have to travel to undertake training at another venue.

**Youth Council** - A meeting regarding the Youth Council is arranged for next week where a Terms of Reference and Constitution will be agreed. The aim will be to establish a first Youth Council Meeting in November.

**Notice Board** - The notice board has been delivered and will be secured to the wall next week. May I make another plea for Councillors photo's to be sent to the Clerk so that they can be uploaded to the website and placed onto the notice board.

**Roundabout signage** - The signs for the roundabout have been made and delivered to the Parish Council. These are now ready to be fitted onto the roundabout – information about this is on the agenda for discussion.

**School Achievers Award** - I have held conversations with each of the primary schools in Clayton about the School Achievers Award and asked for any comments by the end of the month. I am meeting with Clayton Village Primary School next week to discuss further.

**Correspondence received** - Relating to the dangers of speeding cars on Bradford Road adjacent to Hunters Park and a proposal for a Pelican Crossing to be installed to provide a safe area for children to cross the road enabling access to the bus stop.

There are proposed parking restrictions at various points in the centre of Clayton – I don't believe the Parish Council were aware of these developments and I have spoken with the Senior Engineer for Bradford West. He has apologised for not including the Parish Council in the consultation process and will ensure any future developments are brought to our attention for comment.

**Library** - As we are aware, Bradford Executive approved funding to maintain the library in the short-term, although there remains uncertainty about future funding. Therefore, it is important that we are prepared and ready to manage the transition to local management as a hybrid library from April 2017 and we will need to find an organisation to take on the responsibility as the Accountable Body – this cannot be the Parish Council. At this stage any incurred costs to the Parish Council are unknown but I have commenced discussions with Bradford Council on how we can ensure a smooth transition, subject to any necessary funding approval.

Contact: Mandy Webb, Tel: 07582 102861, [Mandy.webb@bradford.gov.uk](mailto:Mandy.webb@bradford.gov.uk)

**FINANCE****a) List of Invoices and Cheques**

**Proposed:** Cllr Hepton

**Seconded:** Cllr Parvez

All in favour

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

**COMMITTEES/WORKING/GROUPS/OUTSIDE BODIES**

**a) PLANNING**

**i) Report from the chairman**

Cllr Thirkill delivered a verbal report from the past planning applications. Council had raised no objections to any applications. The proposed move of the Paradise Farm Post Office to Hunters Park newsagents would be going ahead.

**b) STAFFING**

**i) Report from the chairman**

Cllr Vasey delivered the report and updated the council.

**c) FINANCE**

**i) Terms of reference**

**Proposed:** Cllr Hillyard

**Seconded:** Cllr Cunningham

All in favour

**Resolved:** That the terms of reference be accepted

**ii) Finance regulations**

**Proposed:** Cllr Pitts

**Seconded:** Cllr Vasey

All in favour.

**Resolved:** That the financial regulations be accepted.

**ii) Report from the chairman**

As Cllr Gudgeon was absent Cllr Kaushal-Bolland updated the council with the report.

**d) EVENT'S**

**i) i) Report from the chairman**

Cllr Pitts delivered the report and updated the council.

**e) POLICE LIAISON REPRESENTATIVE**

**i) Elect a representative to the outside body**

**Nominated:** Cllr Parvez

**Proposed:** Cllr Hepton

**Seconded:** Cllr Vasey

All in favour

**Resolved:** That Cllr Parvez be elected to the outside body.

**2016/325**

**GRANT AID**

**a) CLAYTON VICTORIA PARK BOWLING CLUB**

Following protracted discussions about the accounts and another proposal the council came to an agreement. As in previous applications the council like to see evidence that the organisation has self- funded some of the costs themselves.

**Proposed:** Cllr Kaushal-Bolland

**Seconded:** Cllr Hillyard

All in favour

**Resolved:** That £700 be awarded to the Bowling Club

**2016/326**

**YORKSHIRE WATER - ALLOTMENTS**

The council preferred to see the debt cleared and start over. Cllr Cunningham would be providing the clerk with meter readings quarterly going forward.

**Proposed:** Cllr Kaushal-Bolland

**Seconded:** Cllr Hepton

All in favour

**Resolved:** That Clayton Parish Council clear the water bill in full.

**2016/327**

**HOLLY PARK BENCHES**

After some discussion the Parish Council agreed that this wasn't something they could help with. Members from Clayton Cricket Club offered to have a look at them to see if they could use them.

**2016/328**      **SECURE STORAGE IN THE VILLAGE HALL**

Cllr Thirkill to liaise with the clerk with costings etc. A budget of £500 was set aside to get the space in a suitable state that files could be safely and securely stored.

**Proposed:** Cllr Kaushal-Bolland

**Seconded:** Cllr Pitts

All in favour

**2016/329**      **ROUNDBOUT SIGNAGE**

Clerk to arrange for some local trades person to quote. £200 maximum budget to fit the signs.

**Proposed:** Cllr Kaushal-Bolland

**Seconded:** Cllr Hillyard

All in favour

**2016/329**      **REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**

**Parish Council Liaison Meeting** - Cllr Kaushal-Bolland informed the council that no meeting had taken place since the last Parish Council meeting. The next one was arranged for next week, 29<sup>th</sup> September 2016.

**Glenholme Allotments Association** – Cllr Cunningham updated the council that there had been a break in on the green storage unit. The unit housed some of the Dickensian Market equipment. He would be chasing up non payers for this year. There was still a waiting list.

**2016/330**      **PUBLIC CONSULTATION AND QUESTION TIME**

Land on the avenue owned by Holly Park – the clerk and the chair to liaise and write to Holly Park nursing home to try identify their plans for the land going forward. Try agree to them keeping the land tidy. Clerk would liaise also with Mrs Ramm.

**2016/331**      **TO NOTIFY THE CLERK ON MATTERS FOR INCLUSION ON THE NEXT AGENDA**

**2016/332**      **DATES OF MEETINGS – 2016/17**

Next meeting is 17<sup>th</sup> November 2016

17 November 2016

19 January 2017

16 March 2017

18 May 2017

20 July 2017

***The meeting closed at 8.30pm***