Ulley Parish Council
Minutes of the Parish Council Meeting held 27/05/2015
Village Hall – 7.00pm

Present:

Peter Hubbard, Chair, Andrew Mozley Vice Chair, David Wing Parish Councillor. Sue Hubbard, Note Taker. 6 members of Public.

It was explained to the members of public that the Parish Council had now adopted a revised set of standing orders, and this was reflected in the agenda. There was a set agenda item for Public Questions. At that time questions would be answered or, if that was not possible, the question would be looked into and reported on at the next meeting. Written reports of other meetings attended were now submitted by councillors and would only be discussed if there were any queries.

1. Apologies

Andrew Pashley, Clerk

2. Declaration of Interest

None declared

3. Co-option to casual vacancies

Currently there is one casual vacancy, possibly two. The council has 35 days from the election to co-opt before going out to election. It was confirmed that there were 5 positions for Parish Councillors on the Committee.

Agreed: That people who had expressed an interest in the workings of the council be approached with a view to Co-option.

Agreed: Extraordinary meeting of the council to be held on Monday June 8th to agree the co-option of members.

Action: DW and AM to approach people regarding possible co-option to the Council.

Action: PH to publish notice of Extraordinary Meeting

4. Statements of Acceptance

Statements of acceptance of roles on the Council signed and seconded. To be held by Clerk

Action: PH to provide statements to Clerk

5. Minutes of the previous Meeting

Two sets of minutes were considered:

5/a) Minutes of the Meeting held 28 Jan 2015

Amendments to these minutes had been requested but not actioned by the Clerk. PH circulated a revised set of minutes – Minutes agreed. (post meeting note – inconsistencies in dates on the minutes were noted after the meeting – to be re-considered at the extraordinary meeting)

5/b) Minutes of the meeting held 25 March 2015
6. **Matters Arising**
   
a) The Clerk to present a full explanation regarding the budget and precept determination to the next meeting. - **DEFERRED**

   b) Clerk to set up the Halifax account as soon as possible and forward the details to PH so the funds can be transferred.
      
      Paperwork completed by Councillors but no feedback on progress from Clerk.
      
      **Action: Clerk** to confirm account now set up and available

   c) Clerk to send a cheque for the agreed amount to Ann Rangecroft for Ulley in Bloom as a matter of urgency if it had not already been sent.
      
      Clerk did not send amount noted in minutes.
      
      **Action: PH** to check with Ann Rangecroft regarding her costs and feedback.

   d) Clerk to contact the church wardens as soon as the decision from Banks regarding the funding bid for the noticeboard is received in order to facilitate a joint delivery.
      
      No action but Church working with providers to minimise delay.

   e) Clerk to report on the apparent lack of public notices for this meeting at the next meeting. - **DEFERRED**

   f) Clerk to contact Development Control to chase action regarding notification of planning applications and report back on the outcomes to the Parish Council at the meeting on the 27th May
      
      PH contacted development control. Clerk now received details.

   g) Clerk to contact SY Passenger Transport Executive and notify them accordingly.
      
      AM had agreed to do this.
      
      **Action: AM** to contact South Yorkshire Passenger services re: sign on Main Street.

   h) RF to contact the farmer to seek clarity on which Stewardship scheme the hedges were managed under, what the exact conditions regarding the hedges were and to report the findings to the next meeting - **DEFERRED**.

   i) RF to provide a reference to PH regarding specifications for grounds maintenance
      
      Costing guide had been provided.

   j) RF to obtain prices for two swings for older children - **DEFERRED**

   k) DW to put the sign on the Village Hall car park retaining wall
      
      Signs in place

   l) PH to draft the letter regarding the Halifax fund for circulation throughout the village and circulate for comment
      
      Letter drafted. Awaiting confirmation of bank account
      
      **Action: Clerk** to confirm account available. Letters to go out.

   m) PH to subscribe and claim the fee from the Parish Council. Details of the log on to be circulated to members once received.
      
      PH has subscribed to CPALC.

   n) PH to circulate the list of projects that have already been suggested for the improvement of the village
      
      Completed

   o) PH to finalise the draft lease and forward a copy to the Millennium Trust for comment.
      
      Complete.

   p) PH to contact RMBC to seek renewal of the contract at no charge to the Parish Council.
      
      Costs for a lease for the Recreation area have now risen to £1850 to cover legal and surveyor fees.
      
      PH still liaising with RMBC on this issue.
q) Job description for Clerk.
   Confirmed Job description had been drafted and sent to Clerk for comment.
   **Action: Clerk** to provide feedback on Job description for further discussion

7. **Public Questions**

Concern was expressed at the absence of the Clerk. PH confirmed the Clerk was still off sick but obviously further details were confidential. Confirmed that the Clerk was an employee of the Parish Council.

Issues raised:
   a) Recreation Area
      More bark needed under swing
      **Action: Clerk** - Contact RMBC to see if additional bark could be provided under large swing
   b) Roads and Footpaths
      Continued concerns re the state of roads and footpaths. Need to continue to ask for repairs to be made and try and get on the priority list. DW liaising with RMBC.
   c) Traffic
      Concerns re speeding and lack of speed enforcement. Would like to see the adoption of a 20mph limit through the village.
      **Action: Clerk** - Letter to be sent to RMBC from Village signed by Parish Council Chair on behalf of all residents.
      **Action: Clerk** to check with Brampton and Woodsetts Parish Council to see how they achieved getting speeding signs in place.
   d) Village environment
      Concern that some local residents and farmers did not look after the verges outside their properties and did not clear up straw spillages etc. Council supported the idea of a Village Tidy –up week.
   e) Transport.
      Buses were not running to schedule. Complaints had been made but not acknowledged.
      **Action: Clerk** to write letter to Transport Executive.

8. **To receive and consider correspondence**

None received

9. **Accounts**

None available due to Clerks absence. No information had been provided.

10. **To consider any planning application received (paper A)**
It was noted that two applications, one on Green lane and one on Main Street had been approved.

11. **Police in the Community**

No officer present. One break-in had taken place on Main Street within the last month.

12. **Update from Meetings attended by members (Papers B, C D)**

Papers circulated for information. It was noted that FoUCP had concerns regarding dogs allowed to run free; a concern shared by residents. It was noted that the Bye Laws require a dog to be under control NOT on a lead so little that could be done other than by having a quiet word with dog owners.

13. **Transpar Code (paper E)**

It was noted that the new regulations would be a challenge for the Council to take forward and difficult with the Clerk being absent. Timescales for compliance are tight and deadlines approaching. A Parish Council website that allows for the publication of material is essential. DW working with RMBC to develop a web site that will be a community site with specific pages for the Parish Council and links through to other local sites.

**Action:** PH to check regulations and deadlines  
**Action:** DW to forward website link when available

14. **Village Hall Insurance (Paper F)**

The Council has been asked by the Millennium Trust to reconsider the Trust being covered by their insurance and had an offer of help in this from a broker if he could be supplied with the Council’s policy details.

**Agreed:** to accept offer of help from Broker  
**Action:** PH to liaise with Clerk to get Insurance details

15. **Playground Inspection (Paper G)**

PH had obtained costings from RMBC for inspection work as set out in paper G

**Agreed:** To accept RMBC costs as stated.  
**Action:** Clerk to set up a site meeting

16. **Ulley Planting Issues**

A spend of £400 had previously been approved. £350 has already been committed but new flower beds and planters have increased costs. Agreed Parish Council would like to support this work.

**Agreed:** a further £100 to be released for planting  
**Action:** Clerk to build into budget plan.

17. **Adoption of Phone Box**

Paperwork for the Agreement for the sale and purchase of the phone Box has been received for signing (Paper circulated).
Parish Council asked to consider if it should seek legal advice. Agreed not necessary in this instance.

Parish Council will have responsibility for insurance and for informing emergency services and Residents that phone box is no longer in use once it has been decommissioned.

**Agreed:** Document should be signed sent off  
**Agreed:** Cost @ £1  
**Action:** PH to sign and post.  
**Action:** Clerk to check insurance cover

18. **AOB**

a) Attendance at external meetings. Policy for Councillor attendance needs to be reviewed in the light of the election results.  
**Action:** Clerk to review attendance after the extraordinary meeting on the 8th June 2015

b) Insurance due for renewal on May 18th. No information received from the Clerk.  
**Action:** PH to follow up with Clerk

c) Invitations to meetings for Ward Councillors.  
**Agreed:** All three ward councillors should have invitations to, notice of, and papers for meetings.  
**Action:** Clerk to action the decision.

d) Verbal report from the Millennium Trust. Members are putting together a bid for grant funding for a fixed corner bench. This will require moving two heaters and the thermostat.  
**Agreed:** Parish Council supports this proposal and agrees to the changes to the Village Hall

**Date of next meeting: 29th July 2015, 7.00pm Ulley Village Hall.**

**Dates for 2015**

30th September 2015  
25th November 2015

**Dates for 2016**

27th January 2016 (note Chair apologies)  
30th March 2016  
25th May 2016  
27th July 2016  
28th September 2016  
30th November 2016