Minutes of the Parish Council Meeting held 25 May 2016
Village Hall – 7.15pm

Present

Councillors: Peter Hubbard (Chair), Richard Steel, David Wing (Richard Robson and Ian Stones from item 54/16 onwards)

Clerk: Phil Parkin

Six members of the public and RMBC Cllr Bob Walsh

Public Session

There were no matters raised in the public session, as these had been discussed at the Annual Parish meeting prior to this meeting.

49/16. Apologies

No apologies were received.

50/16. Minutes of the meeting on 30 March 2016

Resolved: The minutes be accepted as a true and accurate record and be signed by the Chair.

51/16. Declarations of interest

None declared.

52/16. Items for which a resolution may be passed to exclude the press and public

It was noted that the press and public would be excluded for item Agenda item 23 (72/16 below).

53/16. Process for co-option to vacancies for two councillors

Resolved: That the written applications be used to consider applicants.

54/16. Consider applicants for the two councillor vacancies

Resolved: That Ian Stones and Richard Robson be co-opted to fill the vacancies.
55/16. On-going issues

1. The former clerk had been bailed and there had been no further information received from either the police or the CPS.

2. Progress was being made to agree a lease for the recreation ground with RMBC. Contact had been made with Elizabeth Hollingworth, who has undertaken to progress the heads of terms in the near future.

3. The Clerk had again written to RMBC’s Conservation officer regarding the Brewery wall asking for an update on RMBC’s potential enforcement action.

4. A rebate sought from nPower had been declined by the company.

56/16. Communications received by the Chairman

A resident had contacted the Parish Council objecting to the signs asking that dogs not use the recreation/playground area. An initial reply had been made, but further consideration was given to the issue.

Resolved: That a further letter be sent to the resident, explaining that the Parish Council maintained its position, balancing the safety of children against the needs of dog walkers.

57/16. Matters raised by the Millennium Trust (MT)

The MT had written asking the Parish Council to agree in principle to three adaptations to the village hall, namely bump barriers inside the hall; a porch roof over the entrance; and a large storage area, knocking through the side wall.

Resolved: That in principle, the bump barriers and porch roof be agreed, subject to seeing the detailed specification for the work. The storage area not be agreed, and the MT be asked for other options to provide the required storage area.

58/16. Village Hall insurance

The Clerk reported that urgent action had been taken in order to maintain the insurance cover for the hall. Four quotations had been sought, but only two had been received, from Hiscox (£646.67) and Zurich (£591.60). In line with standing orders, all councillors had considered the merits of both quotes and selected Zurich as the preferred option. Subsequently, an insurance valuation had been obtained, which increased the Zurich premium to £664.36.

The urgent action taken was noted.

Resolved: That the Zurich additional premium be paid, ensuring that the hall was insured in the correct sum.
59/16. Annual Return 2015/16

The Clerk explained that the Annual Return had to be submitted by 4 July, after an Internal Audit, and when adopted and approved by the Parish Council. In order to facilitate this, and extra-ordinary meeting would be called in June 2016.

60/16. Review of Internal Controls

The Clerk and Chairman had completed a schedule reviewing Internal Controls and concluded that they had operated satisfactorily during 2015/16.

Resolved: That the schedule be approved.

61/16. Matters relating to RMBC

1. The Clerk reported that Paul Griffiths of RMBC had replied to our question about the Parish and Town Councils’ Joint Working Group, and that a draft document would be forthcoming shortly, for consultation.

2. RMBC had been asked to attend a meeting of the Parish Council to address a number of ongoing highway issues, that had been raised with RMBC. No reply has yet been received.

Resolved: A letter be sent to the Chief Executive expressing disappointment in the lack of response, and that it be copied to Cllr Bob Walsh.

3. RMBC was consulting on its Library and customer services proposals.

Resolved: That the public be encouraged to respond individually, and the Parish Council respond expressing interest in the provision of an electronic facility in the village hall and to encourage and support any option that would provide a library service to remote rural communities.

4. The Chair had attended a meeting of the Rother Valley West Co-ordination Group, on 18 April 2016. Of relevance to Ulley, was the arrangements for the provision of a skip, which were currently being revised. We would be advised when the new arrangements were in place, so that an application may be made.

62/16. Police in the community.

No police were in attendance.

63/16. Speed signs

The Chair had received communication from providers of roadside speed warning equipment. There was concern expressed that Brampton-en-le-Morthen qualified for safety measures but that Ulley did not, apparently, meet the RMBC criteria.

Resolved: That costings be obtained, including streetlight mounted options, and that RMBC be contacted seeking information on Brampton-en-le-Morthen’s safety statistics.
64/16. Pensions - auto enrolment

The Clerk reported that the Parish Council has been registered with the Pensions Regulator. No further action is required until our staging date in November 2017.

65/16. Transparency Fund

Resolved: A grant be submitted to help fund the additional costs of complying with the Transparency Code in 2016/17.

66/16. Siting of a flagpole at the village hall

Resolved: That in principle the sitting of a flagpole at the village hall be agreed, and that residents be approached in order for the Parish Council to take over arrangements. The Clerk to seek an insurance quotation.

67/16. Procedure for administering Halifax Fund bids

Resolved: That bids would be considered at Parish Council meetings, but that an extra-ordinary meeting would be called if there were pressing time constraints. Bids would be considered under a separate heading in the minutes recording summary information, and a financial report would be made to each meeting.

68/16. Financial position

The financial position to May 2016 as reported, was noted as being £2,681 in hand.

Resolved: That the Chair and Cllr Wing review expenditure in order to ensure that PC operates within its budget for 2016/17.

69/16. Payments

Resolved: The following payments be approved:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>HMRC</td>
<td>£64.20</td>
</tr>
<tr>
<td>nPower</td>
<td>£92.60</td>
</tr>
<tr>
<td>Clerk’s salary – April 16</td>
<td>£172.33</td>
</tr>
<tr>
<td>Clerk’s expenses – April 16</td>
<td>£12.27</td>
</tr>
<tr>
<td>Zurich Insurance</td>
<td>£664.36</td>
</tr>
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70/16. Urgent business

It was re-iterated that the Parish Council had concerns about the lack of response to our communications with RMBC. Cllr Walsh agreed to do whatever he could to progress the various matters raised. It was hoped that a letter to the Chief Executive (see 61/16) would elicit a positive response.

71/16. Next meeting 27 July 2016 at 7 pm in the Village Hall.

72/16. Bids for Halifax Fund

Resolved: That pursuant to Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting for the consideration of reports on the following matters on the grounds that they involve the likely disclosure of exempt information as defined in the following Paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972, as amended, indicated below. The public interest in maintaining the exemption outweighs the public interest in disclosing the information for the reason given below:

It is considered that this item contains exempt information within the meaning of paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended. It is further considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because it relates to financial and personal matters.

Resolved: Bids 1 to 6 below be agreed and submitted to the Halifax Estate for final approval. Bids 7 and 8 be deferred and considered for resubmission by the Parish Council, subject to the agreement of the Millennium Trust.

<table>
<thead>
<tr>
<th>Project</th>
<th>Brief details</th>
<th>Agreed ?</th>
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<tbody>
<tr>
<td>1. Ulley in bloom</td>
<td>Supply, maintenance and watering of plants for summer and winter 2016.</td>
<td>Yes to max of £1,056</td>
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<tr>
<td>2. Planters</td>
<td>Planting up baskets and securing brackets to lampposts.</td>
<td>Yes to max of £100</td>
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<td>3. Well dressing</td>
<td>To celebrate Queen’s 90th birthday, including street party.</td>
<td>Yes to max of £400</td>
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<td>4. Over 60s Christmas dinner</td>
<td>Three course dinner with wine.</td>
<td>Yes to max of £150</td>
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<td>5. Halloween and Christmas events</td>
<td>Seasonal events for Ulley residents’ Children and those</td>
<td>Yes to max of £165</td>
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<tr>
<td>6. Outstanding loan on village hall</td>
<td>To pay off the loan enabling the Millennium Trust to focus its income on charitable purposes.</td>
<td>Yes to max of £2,900</td>
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<td>7. Village hall tables</td>
<td>To purchase 12 fold down tables to replace existing ones which are showing signs of wear and tear.</td>
<td>Deferred</td>
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<tr>
<td>8. Village hall chairs and storage trolley</td>
<td>To purchase 40 folding chairs to replace some damaged chairs and add more, which are more easily stored.</td>
<td>Deferred</td>
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