Minutes of the Parish Council Meeting on Monday 4th January 2021

Present: Cllrs. Allison, Belford, Callaghan, Caunt, Dufton (Vice Chairman), Golton, Ketley (Chairman), Overend and Turton
Public: none
Bingley Rural Ward: None
CBMDC: None
In Attendance: Gail Denham, Clerk
Meeting Began: 7.02pm
Meeting Closed: 8.45pm.

2019/527 TO RECEIVE APOLOGIES AND CONSIDER APPROVING REASONS FOR ABSENCE.
None

2019/528 DECLARATION OF INTEREST

1) To receive declarations of interest from councillors on items on the agenda.
   No declaration of interest received.
2) To receive written requests for dispensations for disclosable pecuniary interest.
   No written requests were received.
3) To grant any requests for dispensation as appropriate.
   None to grant.

2019/529 PUBLIC REPRESENTATION (20 MINS.)

2019/530 TO CONFIRM AS A CORRECT RECORD THE MINUTES OF THE PARISH COUNCIL MEETINGS HELD ON 7th DECEMBER 2020 (attachment)

RESOLVED: To confirm as a correct record the minutes of the Parish Council meetings held on 7th December 2020
2019/531 TO DECIDE ON THE PARISH COUNCIL’S RESPONSE TO THE FOLLOWING PLANNING APPLICATIONS:

20/05510/HOU: 101 Harecroft Haworth Road Wilsden
Proposal: Extend existing dwelling into an adjoining storage shed, dormer windows and roof alterations

RESOLVED: Wilsden Parish Council does not support this application for the following reasons:

The outbuilding in question was built between 2001, when the owner was keeping horses, and 2008. It is physically separate from the main house. The applicant says that it has been used as ancillary dwelling accommodation in recent years.

Conversion of equine outbuildings to residential cannot be done under permitted development rights; we can find no record of the applicant seeking permission for change of use.

There is no indication of volume or floor space.

If the outbuilding is being called an extension of the main living accommodation at the parent property of 101 Harecroft, which is in the Green Belt, then it is very likely the volume of the original property as it was in 1947 has been significantly extended well over 30% by use of this building and other outbuildings even before this application is considered.

The design is also very suburban with its dormers, Juliet balcony and fenestration and would sit uncomfortably in the Green Belt despite there being some screening by trees.

20/05847/HOU 13 Derwent Avenue Wilsden
Proposal: Attic conversion with front and rear dormer extensions.

RESOLVED: To support this application.

2019/532 TO PROVISIONALLY APPROVE DRAFT BUDGET FOR 2021/22

RESOLVED: The Council supports the Budget as drafted for 2020/21.

Should new information be received about the CBMDC’s budget then further amendments may be required to be made to the Parish Council’s budget. These amendments would be made at the Management and Strategic Policy Committee (MSPC) meeting on 18th January.

In the event of any amendments being made at the MSPC meeting, then the amended budget will be confirmed at an Extraordinary Meeting of the Council which would follow immediately after the MSPC meeting.

Should no further amendments be made to the budget by MSPC on 18th January then this budget, as set at this meeting, stands as is.
2019/533 TO PROVISIONALLY SET THE PRECEPT FOR 2020/21

RESOLVED: The Council supports the setting of the Precept at the same level as 2019/20: Band D £35.75. The full amount of the total Precept will be £62,169, which is slightly less than last year’s receipt of £63,000, due to single discount, non-collection and a Covid-19 allowance on CBMDC’s Council Tax.

Should new information be received about the CBMDC’s budget then further amendments may be required to be made to the Parish Council’s Precept. These amendments would be made at the Management and Strategic Policy Committee (MSPC) meeting on 18th January.

In the event of any amendments being made at the MSPC meeting, then the amended Precept will be confirmed at an Extraordinary Meeting of the Council which would follow immediately after the MSPC meeting.

Should no further amendments be made to the Precept by MSPC on 18th January then this Precept, as set at this meeting, stands as is.

2019/534 TO DECLARE A CLIMATE CHANGE EMERGENCY

RESOLVED: Wilsden Parish Council, in line with 493 other councils in England, wishes to declare a Climate Change Emergency, resulting that, in Britain, now around 90 per cent of the population lives in areas where the local authorities have declared a Climate Change Emergency\(^1\). This is in response to the view of the United Nations that the world has to achieve zero carbon emission by 2030 in order to prevent catastrophic damage to the planet.

By declaring a Climate Change Emergency the Parish Council seeks to influence the debate on climate change in Wilsden and to take practical steps at the local level to reduce our carbon footprint. To this end a 9-point action plane has been produced: this will be developed further by the Green Spaces Committee.

The actions taken by the Green Spaces Committee will be regularly reported back to the Parish Council and also to residents through the usual channels of communication.

\(^1\) Data from Climate Emergency, 27 December 2000 https://climateemergencydeclaration.org/climate-emergency-declarations-cover-15-million-citizens/

2019/535 TO CONSIDER MATTERS PERTAINING TO HARECROFT:

• THE HARECROFT SPEED REDUCTION PROJECT

Councillor Turton reported that communication between the CBMDC and the Parish Council is going well. The first step of the Project to for a Road Traffic Order (RTO) to be in place to permit work to commence. As a single RTO costs £8k then CBMDC group them together as this is more cost effective. RTOs must go out to Public Consultation and the Public have three weeks in which they may raise objections. Highways are developing its plans for the subsequent work, but cannot provide a timetable until the RTO is in place.

Councillor Belford said that the stone for the proposed new sign for Harecroft would cost £350.

2019/536 TO CONSIDER EMPLOYING A REGULAR CLEANING SERVICE FOR THE PLAY AREA
RESOLVED: The Council will employ a cleaner for the Play area pro tem on an ad hoc basis until March when further news of Community Assets Transfers is expected from CBMDC.

In the meantime, the Green Spaces Committee (GSC) will produce a Job Specification and other associated documents required for the tender process to enable the Council to place a contract for a cleaning service.

2019/537 TO CONSIDER WHAT USE SHOULD BE MADE OF THE OLD TURNPike STONES

Councillors made several suggestions for what use may be made of the stones. These ideas will go to GSC and the GSC will consult residents, by giving a list of the Council’s suggestions and asking for the residents for their own ideas.

2019/538 TO RECEIVE AN UPDATE ON THE VILLAGE HALL FROM COUNCILLOR TURTON

Fundraising for the refurbishment of the Youth Area of the Village Hall is underway. A generous donation of £1,000 has been received from Sam Mckalroy’ Mother. Wilsden Youth Volunteers produced a calendar and donated approx. £1,600 raised from this. The Youth Volunteers are currently raising further funds for this project through their Wilsden Wiggle project. Refurbishing the Youth Area is going to be an expensive project, but the generosity of the residents is making a substantial contribution. The Village Hall is now consulting with all the users of the Youth Areas about the refurbishment so that it will suit all the needs of all the groups who use it.

A Safer Community Grant covering a third of the costs of the replacement of CCTV at the Village Hall has been received. The remaining two-thirds of the costs will be covered equally by the Village Hall and the Parish Council.

Further donations of £300 have been received £250 from The Villager Pub and £50 in other donations, for the work on the Flood Defences of the Village Hall. The work is underway and was planned to be finished by now. Unfortunately, the contractors have Covid-19, which has meant that work is paused with a new target finish date of 17th January. The remaining costs for the project will be split equally between the Village Hall and the Parish Council.

Staff are on reduced hours and a revised rota to fully maintain the premises and administration. The Nursery is open.

Grants have been chased from many sources and have been quite successful positioning reserves above the 3-month turnover threshold the Auditors have been requesting for a couple of years. Remarkably, the Hall is in a better financial position due to closure than being open.

2019/539 TO ADOPT THE FOLLOWING EMPLOYMENT POLICIES AS RECOMMENDED BY THE MANAGEMENT AND STRATEGIC POLICY COMMITTEE ON 26TH OCTOBER:

a) Anti-Bullying and Harassment Policy

RESOLVED: To adopt the Anti-Bullying and Harassment Policy

b) Homeworking Policy

RESOLVED: To adopt the Homeworking Policy
c) Lone Working Policy

**RESOLVED:** To adopt the Lone Working Policy

d) Whistleblowing Policy

**RESOLVED:** To adopt the Whistleblowing Policy

2019/540 TO PROPOSE FURTHER ITEMS TO THOSE LISTED FOR INCLUSION ON NEXT AGENDA:

- Harecroft (standing item)
- Village Hall (standing item)
- Receive draft minutes of MSPC, IAC and GSC

The cut off date for items for the January agenda is 24th January; a reminder will be sent to Councillors before Christmas.

2019/541 FINANCE:

a) **TO APPROVE THE PARISH COUNCIL’S RECEIPTS AND PAYMENTS UP TO 7TH DECEMBER 2020.**

b) * **TO RECEIVE NOTICE OF TRANSFERS OF FUNDS BETWEEN ACCOUNTS, BANK CHARGES, CREDIT CARD TRANSACTIONS AND FEES**

**Receipts**

None to report

**Payments**

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<th>Description</th>
<th>Amount</th>
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<tr>
<td>17 December 2020</td>
<td>YLCA training invoice GPC</td>
<td>£15.00</td>
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<td>31 December 2020</td>
<td>Bradford CPA Salaries January to March</td>
<td>£3,773.98</td>
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*Transfers of funds between accounts:*

£10k was transferred from PSDF to the Unity account on 9th December 2020.

*Bank Charge:*

None to report

*Credit Card Transactions and Fees:*

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<th>Description</th>
<th>Amount</th>
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<tr>
<td>10 December 2020</td>
<td>CC-Adobe Subscription and Lloyds Monthly Credit Card Fee</td>
<td>£37.37</td>
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**RESOLVED:** To approve the Parish Council’s Receipts and Payments UP TO 7th December 2020

**RESOLVED:** To receive notice of transfers of funds between accounts, bank charges, credit
RESOLVED: To receive the Cash Book Summary and Budget Monitoring documents for 2020/21

RESOLVED: To resolve that members of the press and public be excluded from item 2019/544 under the provisions of The Public Bodies (Admission to Meetings) Act 1960 (s1 (2)) by reason of the confidential nature of the business to be transacted

RESOLVED: To consider additional evidence that will inform the process of moving forward with housing section of the emerging Wilsden Neighbourhood Plan.

RESOLVED: To hold a Neighbourhood Planning meeting as soon as is practicable

RESOLVED: To receive the Record of Delegated Decisions taken by the Clerk/RFO as required by The Openness of Local Government Bodies Regulations 2014

RESOLVED: To note the schedule of future Committee & Working Group meetings as listed.

RESOLVED: To confirm that the next meeting of the Parish Council will be held on Monday 1st February at 7pm
February at 7pm