**DRAFT MINUTES** of the **MEETING** of **SILKSTONE PARISH COUNCIL** held on **Monday 4th July 2022** in Silkstone Sports Pavilion

**PRESENT**

Meeting chaired by Cllr Richard Leech

Councillors: Debra Smith, Janice Wake, Sue Williams, Derek Liddell, Meryl Liddell, Peter Millar and Lesley Gill

Also present: Cllr Robert Barnard and one member of the public

Minutes taken by Debra Smith.

**PUBLIC QUESTION TIME**

A member of public pointed out that excess foliage needs to be cut back at Cone Lane footpath, and steps leading to Beacon Path (footpath no 8). Cllr Leech added that BMBC is scheduled to carry out maintenance on footpaths in September, and that CARE will look after one of these footpaths, and the RL will discuss the other with the landowner.

A member of the public and Cllr Leech pointed out again that gullies need to be emptied at Moor End Lane, Cone Lane and the A628. Cllr Barnard asked to be copied into emails regarding this.

Cllr Wake pointed out dangerous and illegal car parking at the weekend by attendees to a wedding in Silkstone and felt that the new yellow lines on High Street and adjoining areas have merely shifted parking problems to a new area. Cllr Barnard said that dangerous or obstructive parking is a police matter, but that it does depend on them being present to enforce the law.

Cllr Wake highlighted the poor state of the road surface throughput Manor Park. Cllr Leech added that a similar problem exists at Towngate.

**22-045 APOLOGIES**

**RESOLVED** to note apologies from Richard Bell (Clerk).

**22-046 DECLARATIONS OF INTEREST**

**RESOLVED** to note a declaration of interest from Cllr Leech in relation to item 9 Invoices for Payment.

**22-047 MINUTES**

**RESOLVED** to approve the minutes of the Silkstone Parish Council meeting held on Monday 6th June 2022 as a true and accurate record. The Chair signed the minutes.

**22-048 PLANNING APPLICATIONS**

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| 2022/0570 | Erection of two storey rear extension to dwelling at 41 Towngate, Silkstone, S75 4SW. Extension for comments until 5th July 2022. |

**RESOLVED** to make no comments.

**22-049 BUSINESS DEVELOPMENT PLAN 2022-2023**

**RESOLVED** to approve the notes of the meeting held on Tuesday 7th June 2022.

Cllr Williams commented that the Business Development Plan for 2022-2023 does not contain any objective to develop a young person’s forum or discussion group.

**RESOLVED** to ask the Clerk to amend the Business Development Plan for 2022-2023 to include an objective relating to inclusion of young people, and to bring the amended Plan to the September Council meeting for adoption. Cllr Williams will propose some suitable wording for the objective.

**22-050 NEIGHBOURHOOD DEVELOPMENT PLAN**

Cllr Smith confirmed that the NDP has now been formally submitted to BMBC as Planning Authority and is now undergoing the first phase of formal examination.

**RESOLVED** to note the update.

**22-051 SILKSTONE PLAYING FIELDS WORKING PARTY**

**RESOLVED** to note and accept the notes of the Working Party meeting held on 20th June 2022.

**22-052 SCRIBE ACCOUNTANCY SOFTWARE – ALLOTMENTS**

Members were asked to approve the purchase of the Scribe Allotments software annual license. Cllr Smith commented that the cost of the software is just under 40% of the allotments revenue which appeared to be excessive. Cllr Gill pointed out the need to relieve workload pressure on the Clerk.

**RESOLVED** by majority decision to go ahead with the purchase as proposed.

**22-053 INVOICES FOR PAYMENT**



**RESOLVED** to approve the payment schedule dated 4th July 2022.

**22-054 PAYMENTS BY BANK STANDING ORDER & DIRECT DEBITS**

**RESOLVED** to approve the schedule of payments by bank standing order, direct debit and monthly debit card, in accordance with Financial Regulation 5.2.

**22-055 GRANT APPLICATIONS**

No grant applications were received.

**22-056 ONLINE BANKING ARRANGEMENTS**

**RESOLVED** to note the Clerk’s report on banking arrangements, and to approve the transfer of the Council’s banking arrangements to Unity Trust Bank, and the provision of a charge card.

**RESOLVED** to add Cllrs Leech and M Liddell to the list of members empowered to approve payments.

**22-057 ADDITIONAL CCTV CAMERAS PURCHASE**

Cllr Leech referred to recent and ongoing anti-social behaviour in the Recreation Ground, with resultant damage. CCTV cameras have provided footage which has been referred to the Police. Cllr Leech noted a possible reduction in activity since police warnings were issued.

**RESOLVED** to note the purchase order for additional CCTV cameras.

**22-058 COMMUNITY AND ASSET SECURITY**

Cllr Wake provided an update on the 25th June pop-up event, which attracted a good response. There is interest in some new Neighbourhood Watch schemes. Cllr Wake suggested that the Parish Council could provide some funding for Neighbourhood Watch signage. Cllr Smith advised that such funding would not be appropriate through the grant scheme, but some other route or funding source might be available.

**RESOLVED** to permit the use of the Sport Pavilion to help in setting up schemes.

**22-059 BEST FRONT GARDEN COMPETITION**

Cllr Williams gave an update on progress. Banners are now ready to be printed, and a Judge has agreed to participate, and the Clerk has been asked to laminate posters for distribution. Cllr Millar offered to assist with the PR effort.

**RESOLVED** to note the update.

**22-060 CORRESPONDENCE FOR NOTE**

* Several complaints regarding parking on High Street Silkstone – noted, but not a PC responsibility
* Complaint regarding parking on Martin Croft
* Thanks, received from Silkstone and Silkstone Common Schools for the Jubilee Coins.
* Residents expressed concerns about the PC handling of planning matters, and about graffiti in Silkstone.
* A Resident has asked permission to use Silkstone Recreation Ground
* A lady was locked in at the Huskar Rooms car park.
* A resident raised serious concerns about development of a field adjacent to Moor End Lane Cottages for which there is no record of a planning application – Cllr Leech will ask the Clerk to bring this to the attention of BMBC.
* Cllr Gill will attend Yorkshire Day celebrations at Keighley on behalf of the council.

**22-061 MEETINGS**

* ML – Silkstone Charities
* SW Drop-in session and Business Development Plan Meeting
* LG Business Development Plan Meeting
* DS Drop-in session and Business Development Plan Meeting
* DL Business Development Plan Meeting, Playing Fields, YLCA S Yorkshire Branch Mtg, meeting with YLCA President and CEO, represented NALC at LGA conference
* JW Business Development Plan Meeting
* PM Business Development Plan Meeting
* RL Business Development Plan Meeting, Playing Fields, Ceremony to install new vicar at Silkstone Church

**22-062 DATE OF NEXT MEETING**

The next meeting of Silkstone Parish Council will be the Annual Meeting of the Council held in the Silkstone Sports Pavilion on Monday 5th September 2022 commencing at 6.45pm.

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| Chair’s Signature | Date |

*The Chair closed the meeting at 7.55 pm.*