

**MINUTES OF THE MONTHLY MEETING OF HEPTONSTALL PARISH COUNCIL**

**HELD AT HEPTONSTALL J I & N SCHOOL, 15 MAY 2017**

**Present** : Councillors J Crowther (Chairman) J R Dunford M V Edwards  
N James S Slater & B Stott

**20/17 APOLOGIES OF ABSENCE**

Apologies of absence were received from Councillors A Baldwin, K Roberts & J Scarborough.

It was resolved the absence of Councillor Roberts be deemed an Approved Absence.

**21/17 DECLARATIONS OF INTERESTS**

There were no Declarations of Interests at the commencement of the meeting.

**22/17 PUBLIC PARTICIPATION**

Mr Barrie Marlor of Southfield, Heptonstall, wished to speak on behalf of the community.

He thanked the outgoing Chairman (Councillor N James) for his past year of office as Council Chairman, and welcomed the incoming Chairman (Councillor J Crowther) In anticipation of her work for the coming year.

**23/17** The **minutes of the Monthly Meeting** of Heptonstall Parish Council held 3 April 2017 were approved as a correct record.

**24/17 BELATED REQUEST FOR GRANT : 2017/18**

A belated request for a Grant application was received from Heptonstall Festival.

It was resolved to invite a formal application to be considered at the monthly meeting of Council to be held 3 July 2017.

**25/17 FINANCIAL REPORT : 12 MONTHS TO 31/3/17**

It was resolved the Financial Report for the year ended 31 March 2017 be approved.

**26/17 APPROVAL OF RECEIPTS & PAYMENTS ACCOUNTS : 2016/17**

It was resolved the Accounts to 31 March 2017 be approved and were signed by the Chairman.

**27/17 INTERNAL AUDITOR'S REPORT : YEAR TO 31 MARCH 2017**

It was resolved to accept the Independent Internal auditor's report for the year 2016/17.

## **28/17 ANNUAL RETURN 2016/17 : COUNCIL GOVERNANCE**

Councillor Crowther explained to members each aspect of the requirements for good governance.

As a result it was resolved Section 1 (Council Governance) of the Annual Return for 2016/17 be approved.

This was duly signed by the Chairman of Council and countersigned by The Clerk.

## **29/16 ANNUAL RETURN 2016/17 : FINANCIAL**

It was resolved that Section 2 (Financial) of the Annual Return for 2016/17 having been prepared by the Responsible Financial Officer (The Clerk) be approved, and was duly signed by the Chairman of Council.

The approval of the Internal Auditor contained in Section 4 of the Annual Return was noted.

## **30/17 APPROVAL OF ACCOUNTS**

It was resolved to approve the following accounts for payment :

J Crowther	Chairman's allowance 2017/18	£720.00
Burns Collett	Feasibility Study (Hept. Meths Sunday School)	£900.00 *
R M Greenwood	Stationery	£ 26.40
	Travel	£ 9.90
AON UK Limited	Council Insurance	£465.32
Rural Action Yorkshire	Annual Subscription	£ 35.00
Lambert Print & Design Ltd	Newsletter production	£175.00
<i>Received : HMRC – VAT Refund 2016/17</i>		<i>£711.59</i>

*\* Payment in accordance with Section 137 Local Government act 1972*

## **31/17 PLANNING**

**(a) Planning Decisions** : notification of recent decisions were received from the Planning Authority and presented for information.

**(b)** The following **Planning Applications** were presented for comment :

- **PA 17/00436/RES : Demolition of stables and construction of single storey dwellinghouse – Riverdene House, Jack Bridge, Smithy Lane, Colden**

No objections arose.

- **PA 17/0000239/FUL : Regrading of land to facilitate extension to existing agricultural storage building – Land north of Old Edge Farm, Edge Lane, Colden**

No objections arose.

### **32/17 ROLLING PROGRAMME OF COUNCIL ACTIONS**

The Clerk presented an updated list of current actions.

In respect of land at North Slack it was reported that measures were in place to obstruct free passage on the public footpath. It was resolved to report this to Calderdale Highways – Councillor Crowther will supply The Clerk with the necessary information.

### **33/17 TOWNGATE PUBLIC CAR PARK**

The Clerk reported he was still awaiting a follow up report from an officer at Calderdale MBC. It was agreed this item be considered at the July meeting of Council.

### **34/17 WIDDOP ROAD : TRAFFIC CALMING**

It was resolved to thanks Ian Turner (Traffic Manager of Calderdale Highways) for his detailed report. It was agreed this Council has concluded its available actions in respect of this matter.

### **35/17 STREET LIGHTING IN CONSERVATION AREA**

Following a report of the need to replace a Lantern in the Conservation Area it was recognised that the current (modern) replacement was temporary only and that a new lantern would be built.

It was resolved to ask Calderdale MBC to provide a timescale for the substitution, and place this as an additional item on the 'Rolling List'.

### **36/17 NEIGHBOURHOOD PLANNING**

Councillor Slater provided a report of the latest meeting of the Joint Committee and explained the request for a Village Design Statement to feed into the draft Neighbourhood Plan. It was agreed to record thanks to Councillor Slater for her extensive work.

### **37/17 DATE & TIME OF NEXT MEETING**

The Clerk reminded members that the next meeting would be held on Monday 3 July 2017 at 7.30 pm.

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(Chairman)

.....  
(Date)