

MINUTES OF THE MONTHLY MEETING OF HEPTONSTALL PARISH COUNCIL

HELD AT HEPTONSTALL J I & N SCHOOL, 14 MAY 2018

Present : Councillors M Edwards (Chairman) A Baldwin J Crowther J R Dunford
M Hughes N James S Slater & B Stott

21/18 APOLOGIES OF ABSENCE

Apologies of absence were received from Councillor J R Dunford (approval of absence was neither sought nor granted) and from A Crossfield (Non-voting co-opted member).

22/18 DECLARATIONS OF INTERESTS

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

23/18 PUBLIC PARTICIPATION

A parishioner attended to speak to the Grant Application which had been approved in respect of the friends of Heptonstall Sunday School.

She told members of the set-backs being encountered in obtaining permissions for holding public events in sufficient numbers and, as such, the planned programme in respect of the Messiah in 2019 had to be cancelled.

She advised what actions were being considered in relation to the properties and was thanked for the information provided.

24/18 RESOLUTION TO RESCIND THE DECISION TO AWARD A GRANT

Following the information provided by a member of the Friends of Heptonstall Methodist Church & Sunday School, it was resolved to rescind the decision to award a grant (£2,450) for 2018/19.

25/18 The **minutes of the Monthly Meeting** of Heptonstall Parish Council held 9 April 2018 were approved as a correct record.

26/18 COUNCIL INSURANCE W.E.F. 1 June 2018

The Clerk provided an analysis of quotations obtained for the renewal of the Council's Insurance.

As a consequence it was resolved to insure with Zurich Municipal, and instructed the Clerk to seek an uplift in the sum for Fidelity Guarantee to £50,000 in which case a 5 year lock in was authorised. If this was not possible to insure for the stated sums with a 3 year deal.

27/18 APPROVAL OF ACCOUNTS

The following accounts were approved for payment :

M V Edwards	Chairman's Allowance 2018/19	£742.00
Community First Yorkshire	Annual Subscription	£ 42.00
R M Greenwood	Travel	£ 29.70
Zurich Municipal	Council Insurance	£257.60
NALC	Publication (LCR x 1)	£ 17.00
Lambert Print & Design Ltd	Newsletter Production	£175.00

18/18 ANNUAL GOVERNANCE STATEMENT OF A.G.A. RETURN

It was resolved to approve the Governance Statement to 31 March 2018.
It was resolved the Chairman should provide the signature to this document.

29/18 ANNUAL ACCOUNTING STATEMENT OF A.G.A. RETURN

It was resolved to approve the Accounting Statement to 31 March 2018.
It was resolved the Chairman should provide the signature to this document.

30/18 SIGNATURE OF CERTIFICATE OF EXEMPTION FROM LIMITED ASSURANCE

It was resolved to sign the certificate of exemption from the External Auditor's Limited Assurance for 2017/18.

31/18 INTERNAL AUDITOR'S REPORT 2017/18

It was resolved to receive and approve the Internal Auditor's report for 2017/18.

32/18 PLANNING

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

(b) There were no new Planning Applications to consider on this occasion.

33/18 ROLLING PROGRAMME OF COUNCIL ACTIVITIES

An updated and truncated list was presented. The Clerk would make further revisions for the next month's report.

It was resolved to thank officers at Calderdale MBC Planning/Enforcement for the Direct Action taken at the site at north Slack, and ask what further actions are required/planned.

34/18 MEMORY MAKERS : PRESENTATION

On behalf of Hebden Bridge & District Old Age Pensioners Committee Councillor Slater presented the Council with a book of collections of images recently displayed in the successful four local events. Councillor Slater was thanked by the Chairman for this gift.

35/18 EMERGENCY WORKS TO WALL ABOVE HIGHGATE FARM SHOP, EDGE LANE, COLDEN

The actions of the Clerk responding quickly to the potential dangers of this wall were ratified. Members were pleased to note swift action by Calderdale Council in making the necessary repairs.

36/18 GENERAL DATA PROTECTION REGULATIONS

Following the training received by The Clerk and Councillor Slater on GDPR, and the initial work undertaken, it was resolved :

- It was resolved the Clerk be appointed as the Council's Data Processor
- It was resolved Yorkshire Local Councils Associations be invited to be the Data Protection Officer
- It was resolved to establish a Working Group to review requirements and make recommendations to Full Council. The group to comprise Councillors Slater, Dunford and Baldwin together with Mr Greenwood. – arrangements to meet late June/July.

37/18 NEIGHBOURHOOD PLANNING & THE LOCAL PLAN

Councillor Slater provided an update on the progress of the Joint Neighbourhood Plan for which she was thanked. Councillor Hughes volunteered to assist in the compilation of a specific planning document.

38/18 DATE & TIME OF NEXT MEETING

The Clerk confirmed that the meeting (monthly) would be held at 7.30 pm on Monday 2 July 2018.

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(Chairman)

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(Date)