

BRADLEYS BOTH **PARISH COUNCIL**

Minutes of the Meeting of the Parish Council held remotely by Zoom video conferencing on Tuesday 16th June 2020 at 7.30pm. (held remotely due to COVID 19 restrictions)

Present:

Cllr Cohn (Chair), Cllr Barron, Cllr Booth, Cllr Dancer, Cllr Slade, Cllr Wood
Ward Councillor Andy Brown,
Mags Smith - Clerk
5 Members of the Public

033.20 To receive apologies for absence.

Apologies received from Cllr Berry and District Councillor Patrick Mulligan,

034.20 Recording of Council meetings

The participants were informed that the meeting was being recorded and the recording would be kept for 14 days.

035.20 To receive any declaration of interest.

Cllr Barron declared an interest in agenda item 44.20 –Update on the NDP.

036.20 To approve Minutes of the meeting held on the Tuesday 21st April 2020 and Tuesday 19th May 2020

Proposed by Cllr Cohn,

Seconded by Cllr Barron, and

Resolved: That the Minutes of the meeting held on 21st April 2020 were approved.

Proposed by Cllr Wood,

Seconded by Cllr Barron, and

Resolved: That the Minutes of the meeting held on 19th May 2020 were approved.

037.20 Adjournment for Public enquiries

- The Cricket Club members present were in favour of the Parish Council spending the business rate grant on the playing field and requested that at least part of the funds were used for the purchase of new mowing equipment. They also support the idea of a combined Sports & Social Club in the future, there are no plans for this at the present time.
- The Football Club representatives were also in agreement that the funds be spent on the playing field and mowing equipment. They have plans for the playing field which include extra secure storage for their equipment and the possibility of two dug outs for the football pitch. They are looking at possible funding and are aware that any plans would need to be approved by both the Parish Council and Craven District Council.
- A resident has asked about forming a Community Hub to keep details of groups in the village so that new residents could access information. The Parish Council would not have the capacity to form a hub but would support one if formed. Another option was to have an 'open day' as the one in February where all the groups can attend and let residents know what they do when such things can be held again following COVID 19.

038.20 Reports from County and District Councillors

- In the absence of Cllr Mulligan, no report was given from NYCC
- Cllr Brown advised that the Planning Committee at CDC were not able to hold Zoom meetings but the rest of the Council was running well. CDC have done an excellent job and Skipton Market has successfully returned to the High Street with social distancing being adhered to.

Signed:

Date:

BRADLEYS BOTH **PARISH COUNCIL**

39.20 To consider proposals for the £10,000 business rate grant awarded.

Proposed by Cllr Barron,
Seconded by Cllr Slade, and

Resolved: That £5000 of the business rate grant be awarded to the Cricket Club towards the new mowing machinery which will benefit the whole village.

Other plans for the playing field will be considered at the next meeting.

40.20 To consider any Environment Issues.

- Advice for the Football Club following their email, previously circulated, with regard to sourcing funding for various projects. – Dealt with above agenda item 37.20.2
- Request from Cricket Club for 3 new benches around the pitch. – Deferred for more information.
- Footpaths – Cllr Wood reported that all the allocated paths have been assessed and way markers replaced where necessary. An instruction booklet for the volunteers has been produced. There were still problems on Crag Lane with people damaging the wall.

41.20 To consider a proposal of a Community Volunteer hub for the village.

Discussed at Agenda item 37.20

42.20 To receive an update on the discussions with Woolers on the boundary with the playing field.

Following a meeting this afternoon, it has been agreed that a dry stone wall will be erected on the boundary from Matthew Lane for about 5 metres. The boundary would then be a fence and hedge which would become the householders' responsibility.

There is 1 good ash tree and when the area has been cleared there could be 3 other trees worth saving. Woolers will discuss with the Parish Council before anything is done with the trees. It is suggested that a barrier be formed to stop anyone accessing the back of the toilet block. The area will be landscaped on the Parish Council side.

The Members thanked those who attended the meeting and agreed with the actions to be taken.

43.20 To receive an update on the resurfacing of the Amenities car park and the work at the Canalside.

The Canal & River Trust will finish their work on Friday 19th June. Cllr Barron will meet them on site to ensure the car park is left as agreed. Bank details have been sent for the payment of the agreed £5,000. Cllr Barron has contacted the utility companies to locate the pipes under the car park. The location of the gas pipes and the high and low voltage electrics has been found. BT have been contacted to ascertain the route of their cables. A quote has been received for a camera survey of the foul and surface water drains, it would be better to do this before the resurfacing so we can ensure no damage has been caused.

Proposed by Cllr Barron,
Seconded by Cllr Cohn, and

Resolved: That the quotation for the CCTV survey of the drains is approved.

44.20 To receive an update on the Neighbourhood Development Plan.

Cllr Booth said that some additional changes had been made, however, with CDC not being available since February no contact has been made. It was suggested that the A629 crossing was removed from the Plan as it is now in place and should be replaced with a map of a possible footpath from Snaygill to Bradley as the road is becoming increasingly dangerous. Cllr Booth will contact CDC to formally request a timescale for Neighbourhood Plans following the lockdown.

Signed:

Date:

BRADLEYS BOTH **PARISH COUNCIL**

45.20 To consider any planning applications received.

039.20.01 New Planning Applications - 2020/21643/TCA - T1 Scotts Pine - fell. 11 Lidget Road Low Bradley BD20 9DS

Resolved: The Council objects to the removal of what appears to be a healthy tree, though no reason for the removal is mentioned in the application. If trees have to be replaced the Council requests that they are replaced by planting a similar tree.

039.20.02 Planning Application 2020/21651/HH Form new glazed porch at the rear entry of existing dwelling – High Noon, Matthew Lane, Low Bradley.

Resolved: The Parish Council has no objections to this application.

039.20.02 Applications granted –None

039.20.03 Applications Refused - None

039.20.04 To consider any other planning issues.

46.20 Financial Report.

To approve Financial Report and payment schedule for June 2020

Current Account as 29/05/2020 £33,515.99

Deposit Account as 01/04/2020 £13,858.29

F. Plumridge (grass cutting) 1314	13/05/2020	350.00
NYCC (street lighting energy)	11/05/2020	188.78
Glyn Broomhead (Internal audit)	13/05/2020	100.00
M. Smith (June salary)	25/06/2020	341.36
Zoom (remote meetings)	13/05/2020	14.39
HP Ink account	30/05/2020	7.99
Adobe editing suite	26/05/2020	15.17
Eon (Toilet electric)	01/06/2020	32.13
HMRC PAYE (April-5July)	25/06/2020	189.60
F. Plumridge (grass cutting)	06/06/2020	300.00
Boundless (Broadband)	12/06/2020	29.99

Total £1569.41

Proposed by Cllr Barron,
Seconded by Cllr Slade, and

Resolved: That the financial report and payment schedule for June 2020 are approved

47.20 To certify Bradleys Both Parish Council as exempt from external audit for fiscal year 2019/20

Proposed by Cllr Cohn,
Seconded by Cllr Barron, and

Resolved: That the Parish Council is exempt from external audit for fiscal year 2019/20 as the annual turnover does not exceed £25,000

48.20 To note the Annual Internal Audit Report for 2019/20 included at page 4 of the Annual Governance and Accountability Return 2019/20

Resolved; The Annual Internal Audit Report 2019/20 be noted.

Signed:

Date:

BRADLEYS BOTH **PARISH COUNCIL**

- 49.20 To approve Section 1 – Annual Governance Statement 2019/20 for Bradleys Both Parish Council on page 5 of the Annual Governance and Accountability Return 2019/20**
Proposed by Cllr Cohn,
Seconded by Cllr Barron, and
Resolved: That the Parish Council approves Section 1 of the Annual Governance Statement 2019/20 on page 5 of the Annual Governance & Accountability Return 2019/20
- 50.20 To approve Section 2 – Accounting Statement 2019/20 for Bradleys Both Parish Council on page 6 of the Annual Governance and Accountability Return 2019/20**
Proposed by Cllr Cohn,
Seconded by Cllr Barron, and
Resolved: That the Parish Council approves Section 2 - Accounting Statement on page 6 of the Annual Governance & Accountability Return 2019/20
- 51.20 To approve the publication of documents required by Accounts and Audit Regulations 2015 the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities.**
Proposed by Cllr Cohn,
Seconded by Cllr Wood, and
Resolved: That the Parish Council approves the publication of documents required by Accounts and Audit Regulations 2015 the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities and will publish the following documents on their website:
Certificate of Exemption
Annual Internal Audit Report 2019/20
Section 1 – Annual Governance Statement 2019/20
Section 2 – Accounting statement 2019/20 page 6
Analysis of variances
Bank Reconciliation to 31 March 2020
Notice of the period for the exercise of public rights and other information required by Regulation 15(2) Accounts and Audit Regulations 2015.
- 52.20 To approve the Risk Assessment Policy (circulated)**
Proposed by Cllr Barron,
Seconded by Cllr Wood and
Resolved: That the Risk Assessment Policy is adopted by the Parish Council.
- 53.20 To receive an update on the field below Cemetery.**
The Solicitor recommends that we apply for voluntary registration of the field for a cost of £350-£400 +VAT They will confirm in writing.
Proposed by Cllr Dancer,
Seconded by Cllr Slade, and
Resolved: That the Parish Council registers the land below the cemetery with Land Registry.
- 54.20 To consider the payment of the half year grant for the Village Hall.**
The Village Hall is considering offering the hall for use by the school which may require extra space until restrictions are eased. A decision on the grant will be taken later in the year.
- 55.20 To consider using Internet Banking for future payments.**
Proposed by Cllr Barron,
Seconded by Cllr Dancer, and

Signed:

Date:

BRADLEYS BOTH **PARISH COUNCIL**

Resolved: That the Parish Council will change from cheque payment to internal banking payments as long as security concerns are met. Internal banking will be applied for when the current mandate is approved.

56.20 Correspondence and items brought forward by the Chair.

- Chase up NYCC re drainage onto Mill Lane/High Bradley Lane
- The gulleys on Skipton Road have been reported to Area 5
- Cllr Cohn reported that there was £2,000 in the playground account.
- It was agreed that we need to closely follow Planning guidelines when commenting on future planning applications.
- The benches at the playing field need restraining

57.20 Date of next meeting Tuesday 21st July 2020 by remote conferencing unless restrictions are removed by that date.

There being no further business the meeting closed at 9.36pm

Signed:

Date: