

# **BRADLEYS BOTH** **PARISH COUNCIL**

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## **Minutes of the Annual meeting of Bradleys Both Parish Council held in Bradley Methodist Chapel school room, 3 Lidget Road, Bradley. BD20 9DS on Tuesday 21<sup>st</sup> May 2024 at 7.33pm.**

**Present:** Cllr Coulson (Chair), Cllr Cohn, Cllr Dancer, and Cllr Scully.  
District Councillor Andy Brown  
Mags Smith - Clerk  
3 Members of the Public

**01.24 Election of Chair for 2024/25**

**Resolved:** That Cllr Coulson was duly elected as Chair for 2024/25 and signed the Declaration of Office.

**02.24 Election of Vice Chair for 2024/25**

**Resolved:** That the election of Vice Chair be deferred until the June meeting when the full council sits.

**03.24 Apologies received from.** Cllr Binns and Cllr Smith

**Resolved:** That the reasons for absence were approved.

**04.24 Recording of Council meetings**

The right to record, film and to broadcast meetings of the Parish Council is established under the Openness of Local Government Regulations 2014. - Noted

**05.24 To record any disclosures of interest on the agenda.**

No declarations of office were received.

**06.24 To approve the Minutes of the Parish Council meeting held on Tuesday 16<sup>th</sup> April 2024**

**Resolved:** That the Minutes of the Parish Council meeting held on Tuesday 16<sup>th</sup> April 2024 were approved.

**07.24 Public Participation.**

Speed of traffic on the A629 is a problem especially if Skipton Road is closed and residents have to use Ings Lane and turn right onto the A629. Cllr Dancer will request a speed check and also ask for bushes to be cut back so that road signs are visible.

**08.24 Reports from County Councillor**

The Mayoral elections now see a Labour Mayor for North Yorkshire & York Combined Authority. Five councillors from the NYC & York area meet with the Mayor each month to discuss matters across the whole of North Yorkshire.

**09.24 To consider any planning applications received.**

**09.24.01 New Planning Applications -**

**ZA24/25735/FUL** - Construction of new detached garage, enlargement of approved curtilage to east of barn conversion and deletion of previously approved garage to west of barn conversion - Low Barn High Bradley Keighley BD20 9EX

**Resolved:** That the Parish Council has no objections to this application.

**ZA24/25926/HH** - Single storey rear extension - Devonshire House College Road Low Bradley Keighley BD20 9DT

**Resolved:** That the Parish Council has no objections to this application.

**ZA24/25985/HH** - Replacement of 2 Velux roof windows - 2 Lidget Croft, Low Bradley

**Resolved:** That the Parish Council has no objections to this application.

**09.24.02 Applications granted – None**

**09.24.03 Applications Refused - None**

Signed:

Date:

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## **09.24.04 To receive an update on the Skipton Road development.**

The developers were updating the plans and said they would send to the Parish Council before this meeting but nothing has been received. Cllr Coulson will chase them up. Bradley In Bloom had a meeting with the developers and their suggestions are being considered.

## **10.24 Financial Report.**

To approve Financial Report and payment schedule for May 2024

Current Account at 13.05.2024	£25,236.63			
Deposit Account at 13.05.2024	£13,913.86			
SafeMove (drain map)	22/04/2024	30.00	IB13	38
F. Plumridge (grass cutting)	29/04/2024	550.00	IB14	22/23
Boundless Broadband	01/05/2024	29.99	DD	27
HP Instant ink acc 31/3-30/4	02/05/2024	11.99	IB15	21
Adobe Editing Suite	19/04/2024	19.97	IB15	21
Scott McLuckie (repairs to Pavilion)	24/04/2024	3014.00	IB16	28
Glyn Broomhead (Internal Audit)	22/04/2024	100.00	IB17	33
Payroll Mth 2	25/05/2024	701.28	IB18	20
HMRC (6 May - 5 June)	25/05/2024	178.80	IB19	39
Autela Payroll Services Q4	08/04/2024	73.73	IB20	40
Business Stream	10/05/2024	20.00	DD	29
	<b>Total</b>	<b>£4179.36</b>		

**Resolved:** That the Financial Report and Payment Schedule for May were approved.

## **11.24 To note the Annual Internal Audit Report.**

The Annual Internal Audit report was noted.

## **12.24 To approve the Bank Reconciliation Statement for 2024/25**

**Resolved:** That the Bank Reconciliation Statement for 2024/25 was approved.

## **13.24 To approve the Annual Governance Statement (Section 1) for 2024/25**

**Resolved:** That the Annual Governance Statement (Section 1) for 2024/25 was approved.

## **14.24 To approve the Annual Accounting Statement (Section 2) for 2024/25**

**Resolved:** That the Annual Accounting Statement (Section 2) for 2024/25 was approved.

## **15.24 To approve the publication of documents required by Account & Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for smaller Local Councils.**

**Resolved:** That the dates for the Public Rights notice was approved.

## **16.24 To review and approve Standing Orders and Financial Regulations**

As the new Financial Regulations had only just been received, the approval of the Standing Orders and Financial Regulations is deferred until the June meeting.

## **17.24 To review and approve the use of Bank Transfer and Direct Debit payments.**

**Resolved:** That the bank transfer system and direct debit payments were reviewed and approved.

## **18.24 To approve two Councillors to conduct the Internal Audit for this year.**

Signed:

Date:

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**Resolved:** That Cllr Dancer and Cllr Scully will conduct the Internal Audit this year.

**19.24 To receive an update with regard to the COIF Charity account.**

Cllr Coulson had spoken to the Trustees who have agreed to resign on condition that the funds are used for maintaining the playing field and not to benefit the cricket/football club themselves. The problem is that no trust deed can be found, this could cause legal problems as if/when the Parish Council became sole trustee we couldn't set out ways to spend the money. The Charity Commission has been informed of the Trustees resignation and condition and we are awaiting a response.

**Pavilion and playing field items.**

**20.24 To approve the hire agreement for the playing field users.**

This item is deferred to the next meeting so that the agreements can be amended.

**21.24 To receive a report from the Playing field sub-committee.**

The FA grant has now been approved. Two members of the football team will do the ground maintenance course which is part of the conditions. Cllr Binns and the Clerk will sign the letter of acceptance.

**22.24 To receive a report on the conclusion of the repairs to the changing room and toilet doors and to consider the quote for a new shower to replace the broken one.**

The repairs have all been carried out, Business Stream have all the details and meter readings and have now passed our request for a reduction to the bill to Yorkshire Water.

**Resolved:** That the quote of £190 for a new shower to replace the broken one was approved.

**Village & Cemetery items**

**23.24 To receive an update on the NDP Review.**

The consultant has quoted £970 to review and update the SEA/HRA reports. The Members deferred a decision until full council is present to discuss. David Snelson has suggested three options; To include the original LGS only, to include the LGS and Sweet Croft or two include the LGS, Sweet Croft and the cemetery. This too will be deferred for consideration.

**24.24 To receive a report from Bradley In Bloom.**

No report given, though the email about the Skipton Road suggestions was circulated.

**25.24 To consider cemetery maintenance.** A meeting will be arranged between Cllr Coulson, the Clerk and the grass cutting contractor to discuss picking up the clippings after the cuts. Unfortunately the cemetery paths cannot be returned to gravel as the maintenance costs would be too high.

**26.24 To approve supporting the Bradley In Bloom group to bring the Biodiversity Policy into action.**

**Resolved:** That the Parish Council supports the Bradley in Bloom group to complete the action plan for the adopted Biodiversity policy.

**27.24 To consider a gov.uk email address for all Council correspondence.**

This item deferred for further consideration.

**28.24 Correspondence and items brought forward by the Chair.**

- Cllr Cohn has sent a complaint to Zouk Capital the parent company of Zest who were unable to complete the installation of electric charging points at the canalside.
- The Charging point at the Village Hall can still go ahead but needed a valuation of the Village Hall. Cllr Cohn has been in touch with WBW Surveyors who quote

Signed:

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£300-400 + VAT to do the valuation of both the village hall and the car park which belongs to the Parish Council. The Village Hall Committee has agreed to split the cost.

**Resolved:** That the Parish Council agreed to the cost of the valuation and the split of the payment with the Village Hall Committee.

- As most members go away in September it was suggested that instead of not having a meeting in August, we meet in August and do not have a meeting in September.

**Resolved:** That the Parish Council will now meet on the 20th August and have no meeting in September.

**29.24**     **Date of next meeting**  
**Tuesday 18<sup>th</sup> June 2024**

There being no further business the meeting closed at 21.08 pm

Signed:

Date: