

**Minutes of the Annual Meeting of Wadsworth Parish Council 7.30pm Hebden Bridge
Town Hall 16 May 2023**

1 APPOINTMENT OF CHAIRMAN FOR THE YEAR 2022-23

Resolved: that:

- i) the Chairman for the year 2023-24 be Cllr Kimber.
- ii) Cllr Kimber agreed to sign the Declaration of Acceptance of Office and be guided by the National Code of Local Government Conduct in the performance of his functions in that office.

2 ANNUAL MEETING BUSINESS

a) MEMBERS PRESENT APOLOGIES FOR ABSENCE

Cllrs Kimber (Chair), Bradshaw, Fowler and Rivero.

Apologies for Absence: Cllrs Dyson, Heyworth and Walsh.

b) MEMBERS INTERESTS: None

c) APPOINTMENT OF VICE CHAIRMAN FOR THE YEAR 2023-2024

Resolved: that Cllr Heyworth be appointed Vice Chairman for the year 2023-24

d) TO APPOINT A PLANNING COMMITTEE, WITH DELEGATED POWERS FOR URGENT SITUATIONS

Resolved: That the Council would call an extraordinary meeting, if appropriate, in order to fulfil this function.

e) TO APPOINT A FINANCE COMMITTEE WITH DELEGATED POWERS FOR URGENT SITUATIONS

Resolved: That the Council would call an extraordinary meeting, if appropriate, in order to fulfil this function.

f) TO APPOINT A STAFFING COMMITTEE, WITH DELEGATED POWERS, FOR STAFFING MATTERS

Resolved: that Cllrs Kimber, Dyson and Rivero be appointed.

g) APPOINTMENT OF REPRESENTATIVES ON THE FOLLOWING BODIES FOR 2022-23

South Pennine Branch of YLCA

Resolved: to appoint Cllr Rivero

Heptonstall Exhibition and Richard Naylor Charities

Resolved: to appoint Cllr Fowler

Wadsworth Community Association

Resolved: to appoint Cllr Walsh

Calderdale Council - Upper Calderdale Ward Forum

Resolved: to appoint Cllr Rivero

Town and Parish Liaison Group

Resolved: to appoint Cllr Fowler

Neighbourhood Plan Group

Resolved: to appoint Cllr Kimber.

Hebden Bridge Old People's Welfare Group

Resolved: to appoint Cllr Fowler

Calderdale Council - Safer Cleaner Greener

Resolved: to appoint Cllr Kimber

h) RISK MANAGEMENT

- i) To report on the annual inspection of the Council Assets for 2022-23

Resolved: to note the annual inspection of the Council Assets carried out 1 December 2022

- ii) To approve the Council's Corporate Risk Assessment for 2023-24
- iii) To confirm that the Council's Site-Specific Risk Assessments were up to date and in order.

Resolved: to approve the Council's Corporate Risk Assessment for 2023-24

i) To Approve annual payments

- i) Anne Newsome Books – annual payment for books for Old Town Primary School

Resolved: to approve the £100 payment for Anne Newsome Books for 2023-24

j) Insurance review – to agree the Council's insurance arrangements for 2023-24.

Resolved: to approve the Council's insurance arrangements for 2023-24.

k) Salary review – to agree annual spinal column increment as per contract section 5.

Resolved: to agree annual spinal column increment as per contract section 5.

STANDARD MEETING BUSINESS:

3 RESOLUTION TO RE-ORDER THE REMAINING PART OF THE AGENDA: None

4 PUBLIC DISCUSSION TIME: None

5 APPROVAL OF THE MINUTES OF THE MEETINGS OF THE COUNCIL HELD ON:

a) 25 April 2023.

Resolved: that the above minutes be approved as a true and accurate record.

6 MATTERS ARISING FROM THE ABOVE MINUTES:

Resolved: to write to the Old People's Welfare Committee formally requesting that we can use the £800 funding for the older residents of Wadsworth for the 2023 Christmas Parcels.

7 LOCAL PLANS:

a) Calderdale Council Local Plan update.

It was reported that the Place Making event had taken place at Hebden Bridge Town Hall and that nine consultants were in attendance. It was generally noted that this number of consultants was excessive and furthermore the event had not been widely enough advertised.

b) Neighbourhood Plan. Nothing reported, as waiting for Local Plan approval before it can proceed.

8 CLERK'S REPORT: All covered under existing agenda items.

9 FINANCIAL MATTERS:

a) Items for payment:

i)	Salaries/PAYE	£627.47 *
ii)	Allowance and reimbursement:	
	- computer allowance - May *	£20.83
	- computer allowance increase – April *	£0.83
	- home working allowance	£18.58
	- home working allowance increase – April *	£1.25
	- Travel	£2.70
	Total:	£44.19 *
iii)	Anne Newsome Books for Old Town Primary School	£100.00
iv)	Zurich insurance	£408.12

Post agenda issue:

v)	Pennine Playgrounds – maintenance works deposit	£3,008.28
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*corrected dates and figures

Resolved: to approve the above payments and note the Salaries/PAYE and Allowance and reimbursement corrected dates and figures.

b) **Financial reporting**

- i) Bank reconciliations (monthly) association
- ii) Budget monitoring (quarterly)
- iii) VAT Return (quarterly)

Resolved: to receive the financial reports

b) **Grants:** No applications received.

d) **Annual Governance and Accountability Return (AGAR) 2022-23**

Resolved:

- i) that Greg Sculthorpe be appointed as the internal auditor for 2022-23 at a cost of £120
- ii) that the Annual Governance and Accountability Return 2022-23 be signed at the June meeting.

10 Correspondence:

- a) YLCA: Chair's details consent form – for signing

Resolved: that the form be signed.

11 PLANNING:

- a) **New Applications:** None
- b) **Applications received after publication of the agenda:** None
- c) **Other planning matters:**
 - i) Far Nook house and barn 2101270FUL

Resolved to check and as appropriate query the access arrangements.

- ii) Multi-purpose equestrian and agricultural building and extension of agricultural track 2000321FUL

Resolved to check and as appropriate query the position of the foundation works for the new building.

12 ROAD AND FOOTPATH MATTERS:

a) **Speeding in Pecket Well**

It was noted that this issue had been reported to Safer Cleaner Greener and that the police were going to carryout speed checks in the area.

b) **Kitling Bridge stile**

It was reported that the stile needed repairing.

Resolved to contact CROWS in relation to this.

c) **Haworth Old Road**

It was noted that the traffic wardens had started ticketing cars on Haworth Old Road.

13 ALLOTMENTS, PARKING SPACES AND GARAGES

- a) Unauthorised parking and garage rental at Carr Head 1

Resolved that: the leaseholder be contacted

- b) Reported electrical supply to garages

Resolved that: the relevant leaseholders be contacted

14 PLAYGROUNDS:

a) Bi-weekly inspections.

Resolved that: Cllrs Fowler and Kimber carry out the bi-weekly inspections.

b) Maintenance works at Old Town Green and Pecket Well

Resolved that:

i) the invoice be paid.

ii) that a quote be provided for the additional repair works to the roundabout and slide at Pecket Well.

15 COUNCIL LAND MATTERS

a) Carr Head tree works update

Resolved that:

j) the boundary line be checked at the bottom of the site.

ii) Cllr Bradshaw liaise with the contractor re a quote for the additional works.

16 CLIMATE EMERGENCY – CALDERDALE COUNCIL UPDATE

Resolved that the update be presented to the June meeting.

17 REPRESENTATIVES AT OUTSIDE MEETINGS

Cllrs Kimber and Fowler attended the Old Town School Governors meeting. It was reported that there had been an increase in pupils in the reception class from six to fifteen.

18 DATE OF NEXT MEETING & APOLOGIES IN ADVANCE

27 June 2023 at Hebden Bridge Town Hall.

Your Councillors

Cllr Jon Kimber, Chairman	jonckimber@gmail.com	01422 844914
Cllr Stuart Bradshaw	-	-
Cllr Andrew Dyson	andysdyson@gmail.com	07595 944812
Cllr Alan Fowler	alanfowler1944@btinternet.com	01422 842828
Cllr Michael Heyworth	mheyworth@tiscali.co.uk	07802549376
Cllr Cherie Rivero	riveroherie@hotmail.com	07860 858603
Cllr Marcella Walsh	marcellawalsh81@gmail.com	-

If you would like to speak to a Councillor whose contact details are not listed please email the Clerk at wparish@hotmail.com

Have you considered becoming more involved in your local community? If so, maybe you would like to become a Parish Councillor. Email wparish@hotmail.com for more details.

www.wadsworthcommunity.co.uk