

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

**HELD AT HEPTONSTALL SOCIAL & BOWLING CLUB, 7 FEBRUARY 2023**

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

### **163/22 APOLOGIES (AND REASONS) OF ABSENCE**

Apologies of absence were received from Councillors James and Cutts. It was resolved the reasons for absences be approved.

### **164/22 DECLARATIONS OF INTERESTS**

No Declarations were made.

### **165/22 PUBLIC PARTICIPATION**

There was no Public Participation.

**166/22 Minutes of previous meetings of Heptonstall Parish Council** were approved as a correct record in respect of the following :

- Monthly Meeting held 3 January 2023
- Staffing Committee Meeting held 17 January 2023
- Finance Committee Meeting held 17 January 2023

### **167/22 TRAINING/WEBINAR/CONFERENCE OPPORTUNITIES**

The Clerk provides regular details of the availability of training and conferences and invites members to request bookings via himself as already authorised.

### **168/22 APPROVAL OF ACCOUNTS TO PAY**

The following accounts were approved for payment :

R M Greenwood	Stationery	£ 26.00
(Primary Care Supplies)	Defibrillator Pads	£ 204.00
Yorkshire Local Councils Assns	Job advertisement	£ 15.00
<i>Received :</i>	<i>Yorkshire Electricity</i>	<i>Wayleave</i>
	<i>Calderdale MB Council</i>	<i>Grant</i>
		<i>£ 2.30</i>
		<i>£ 73.00</i>

## **169/22 2023/24 FINANCE : GRANTS, BUDGET & PRECEPT**

All members had been supplied with a draft budget, grant applications list, Finance Committee recommendations and supporting financial papers.

The Chairman invited The Clerk to lead in respect of Grant Applications :

**Grants :** It was resolved to approve the awarding of the following Grants for 2023/24 :

- **Royal British Legion** : Wreath + donation : **£100**
- **Heptonstall Social & Bowling Club** : Parking Provision **£350**
- **Hebden Bridge Bowling Club** (via Midgehole Working Men's Club) – to be spent on either the bowling green or the bowling club premises **£250**
- **Heptonstall Lights & Planting Group** for Xmas Tree insurance **£260**
- **Heptonstall Lights & Planting Group** – to make provision for a Christmas Tree - **£200**
- **Heptonstall Lights & Planting Group** – electricity supply to Weavers Square **£150**
- **Heptonstall Exhibitions and Richard Naylor Charities – No claim has been made.**
- **CROWS £250** on a draw down basis for footpath etc repair works.
- **Heptonstall Festival Committee : £250**
- **CV Search & Rescue Team** (in recognition of the Community Contribution by the retiring Postmaster – Tony Spink : **£100**
- **Friends of Heptonstall Museum : £1,000**
- **Heptonstall Playgroup : £1000**
- **Pennine Music : £250**
- **Contingency provision £1500**

**It was further resolved :**

**Clerk's Salary :** Budget for **2023/2024 in respect of current Clerk** (in accordance with National recommended rate) =  
Using an estimated uplift of + 5% WEF 1 April 2023 = **£8147**

Budget for **2023/24** assuming a new Clerk is appointed from 1 April 2023 at say Scale Point 15 for 10 hours per week with a +5% estimated uplift = £7344 plus an apportioned salary to the current Clerk £2716 making a combined total of **£10,060**

- **Chairman's Allowance** : It was resolved that this item be re-evaluated with effect from 1 April 2024, unless there are exceptional intervening circumstances, and should remain at £742.
- **Subscriptions** were approved in accordance with the list provided by The Clerk : **£720.**
- **Insurance** : Approval for the re-negotiation of a 3 year deal effective from 1 June 2023. Estimate **£300.**
- **Neighbourhood Planning:** estimated contribution **£400**
- **Environmental issues £1,000**
- **Defibrillator cabinet electricity costs : £100** to the occupant of the Post Office premises.

- **Business Continuity Expenditure £1000**
- Allocation to **Computer Reserve of £200** (making **£1764** at 1 April 2023), and **Nil to Elections Reserve = £3,500**
- **Continuation of the Contingency Reserve £11,800** at 1 April 2023
- **Investment Strategy** : to continue with investment policy as at present (invest surplus funds in renewable 6 month Term Deposit – April and October each year).

**PRECEPT 2023/24** : The Clerk reminded members that Calderdale MBC has removed the 2 previous Grants which alone requires a Precept uplift of 12% to 'stand still' before this Council considers any additional expenditures of its own.

It was resolved to recommend a Precept and request the sum of **£22,700 (previous year £17500)**. This would represent an **increase on Band D property of £9.15 per annum**.

### **170/22 PLANNING**

**(A) Planning Decisions** : Details of Planning decisions made by Calderdale Metropolitan Borough Council were provided to members.

**(B) New Applications** : There were no new Applications for this Parish to be considered by members.

### **171/22 Arising from correspondence received :**

**Removal of damaged Post Box at the top of Longfield/Hepton Drive, Heptonstall** : The Clerk reported he was still awaiting the necessary follow up from Royal Mail. He will continue to pursue.

### **172/22 REPRESENTATIVE REPORTS**

Councillor Edwards referred to his actions relating to resilience (from power cuts etc). He had worked with the Village Team and produced information which had been distributed within the community.

He also commented on the outflow of sewage below The Hollins which was being attended to by Yorkshire Water. The outflow has been reduced, but he will keep an eye on the rectification work.

Councillor Slater confirmed her actions with Safer Cleaner Greener Committee, covering the following issues : drains, potholes, vegetation over pavements, speed checks, dark streets, fly tipping and flooding on Slack.

Both members were thanked for their reports.

### **173/22 UPCOMING ELECTIONS**

The Clerk had copied relevant correspondence from the Deputy Returning Officer to members and he spoke to this and recommended 'going public' on the Nomination procedures.

It was agreed this information be included in a one off edition of the Newsletter which could also cover the publicity for seeking applications for the role of Clerk/RFO following Mr Greenwood's upcoming retirement.

### **174/22 BUSINESS CONTINUITY**

A progress report was given regarding the recruitment process for a new Clerk/RFO to the Council which had been assigned to the Staffing Committee.

It was resolved that the Staffing Committee be given total delegation for this task, and simply report to Full Council when the process is completed.

### **175/22 NEIGHBOURHOOD PLANNING**

Councillor Slater reported that there is currently a period of inertia given Calderdale MBC's interaction with the Local Plan, and the recently planned meeting of the Joint Committee had been cancelled.

### **176/22 ARRANGEMENTS FOR ANNUAL ASSEMBLY OF THE PARISH MEETING + ANNUAL MEETING OF THE PARISH COUNCIL**

It was resolved to make some changes to the process used in 2022.

The Annual Assembly would take place at 7.00 pm on Tuesday 16 May 2023 as planned, but with no provision of refreshments or requests from organisations to attend.

The Council's Annual Meeting would then follow at 7.30 pm. (which would require the 'signing in' of the new Council's membership).

The Monthly Meeting of the Parish Council would then be held at 7.30 pm on Tuesday 23 May 2023.

All the above meetings to be held at Heptonstall Social & Bowling Club.

### **177/22 DATE & TIME OF NEXT MEETING**

The Clerk advised the next meeting would be held :

- Monthly Meeting at Heptonstall Social & Bowling Club at **7.30 pm on Tuesday 7 March 2023**

.....  
(Chairman)

.....  
(Date)