

Cowling Parish Council

Clerk: - A Mallinson, 9 Roeburn Close, Bradford BD6 3EF. Tel. 07971 274785

31st October 2017

To members of the council. You are hereby summoned to attend the meeting of Cowling Parish Council, to be held on Monday 6th November 2017 at 7.00pm at Saint Andrews Church for the purpose of transacting the following business.

A Mallinson (Clerk to the Council)

Members of the public may address the council prior to the meeting. (Maximum total time allowed of **15 minutes**), but may not speak when the council is in session unless invited to do so by the chairman.

Recording is allowed at Parish Council meetings which are open to the public, please give due regard to the Council's protocol on audio/visual recording and photography at public meetings, a copy of which is available to download from the web site. Anyone wishing to record is asked to contact, prior to the start of the meeting, the clerk whose details are on the agenda. We ask that any recording is clearly visible to anyone at the meeting and that it is non-disruptive.

AGENDA

1. **Apologies:** to consider apologies for absence from members
2. **Disclosures of Interest**
 - (a) To record any Councillors disclosable pecuniary interests (DPI) in relation to items on this agenda. Councillors are to declare any disclosable pecuniary interests that they may have in items appearing on this agenda (section 30 (3) Localism Act 2011, appendices A and B)
 - (b) To receive, consider, decide and record Councillors requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. (Applications for this must be made in writing to the clerk prior to the meeting)
3. **Minutes**

Recommendation: To accept the minutes of the Parish Council Meeting held on the 2nd October 2017.
4. **Clerk and Lengthsman report on actions taken**

A verbal update will be given at the meeting
5. **Reports from invited guests**
6. **Highways improvements**

Cllr Lynch will provide feedback on discussions held with NY Police and any communications with the Police and Crime Commissioner. A representative from NYCC traffic management team will be attending to discuss concerns and issues related to highways improvements. Cllr Mercer will report back on a recent survey carried out by NYCC regarding the request for an additional pedestrian crossing point in the village. To consider options to engage with local residents on the issues of speeding vehicles.

Recommendation: A) That the range of ways in which to maintain public safety continue to be explored.
B) That ways in which to engage with local residents is explored.
7. **Christmas lights storage**

(Deferred from the October meeting)

To consider options for the storage of the festive lights, with feedback from the church after having met with Cllr Rogerson.

Recommendation: A) That an agreed financial contribution be paid to the church for the storage of the lights up to December and a fixed amount paid for the following year or **B)** That alternative storage arrangements are found.
8. **Christmas lights in the memorial area**

The clerk has obtained a quote from P.D. Inman to install a separate feed for the new Christmas lights, which will include an RCD protector and a time clock.

Recommendation: That the installation by P.D. Inman proceeds at a cost of £165+vat
9. **Remembrance Sunday**

To agree the purchase of 2 wreaths for the service and attendance arrangements by Councillors

Recommendation: That 2 wreaths are purchased from the British Royal Legion.

10. Tree maintenance work

- A) To consider quotes for works to trees on Parish Council land at various locations around the village as per previous council approval and as agreed by CDC planning consent.
- B) That a tree planting scheme be considered by planting 100 free trees from the Woodland Trust
- Recommendation:** A) That the quotes presented at the meeting are considered and the most appropriate contractor selected to carry out the work.
- B) That appropriate locations are considered for planting the Woodland Trust trees

11. Over 70's Christmas event

Cllr Boocock wishes to continue offering a free social gathering at Christmas following on from the Dawson Bequest which has now ceased. Funds to cover this would come from the chairman's allowance.

Recommendation: That this social Christmas event continues to take place, organised and paid for via the chairman allowance.

12. War Memorial project

A budget of £2,500 has been set aside for the project and design work now needs to commence prior to tendering for the work. Cllr Boocock has obtained contact details of various landscaping designers.

Recommendation: That the clerk seeks quotes for the design work and brings them back to a future meeting.

13. Funding request

(Clerk) Cowling Preschool and Toddlers group have submitted a request for funding. (details to be provided at the meeting)

Recommendation: That a funding grant is supported, or otherwise, for the preschool and toddlers group.

14. Budget process

(Clerk) The budget is set in January 2018 and ahead of this there is an opportunity for Councillors to discuss future projects for the following financial year.

Recommendation: That ideas are sort from members of the public and Councillors for the 2018/19 financial year and that they are forwarded to the clerk and tabled at the December meeting.

15. Finance

Recommendation: To agree the accounts for payment as tabled or presented at the meeting.

Payee	Cheque No.	Details	Amount
A Mallinson	201590	September wages + working from home allowance	£603.38
S Mason	201591	September wages	£256.00
HMRC	201592	PAYE	£177.20
J C Cowgill	201593	Inv 137 grass cutting for 2017	£4,608.00
Christmas Plus	201594	Inv 3148 String lights and transformer	£1,149.00
		Total	£6,793.58

16. Planning

(Any applications received by the clerk after publishing the agenda will be tabled at the meeting)

Planning Ref No.	Site Location	Brief Description of Proposal	Comments
2017/18582/HH	5 Hey Farm Cottages, Park Lane	Domestic garage and workshop in garden of existing house.	
2017/18583/HH	5 Hey Farm Cottages, Park Lane	Demolition of existing conservatory and porch and construction of new porch.	
2017/18476/FUL	Parcel of land to eastern side of, no.16 Ickornshaw	Revised design of proposed dwelling house to supersede previous planning approvals.	
2017/18635/FUL	Middle House Farm, Park Lane	Portal framed agricultural building for storage of machinery & implements.	

17. Verbal reports from working groups and committee reps

- Planning and Environment
- Residents Groups
- Recreation Ground Group
- Mapping and Assets
- Finance and Staffing (under standing order 66 it may be necessary to exclude the public)
- Festive lights
- Allotments

18. Correspondence (For information and to inform future agenda items)

19. Members community reports (For information only)

To accept reports of minor items from councillors and inform future agenda items

20. To agree and note the time and date of the next Parish Council Meeting

Recommendation: That the next meeting is to be held on Monday **4th December** 2017 at 7pm at Saint Andrews Church.