



**Clerk: Ms E Haskins, 174 Bradford Road, Shipley BD18 3DE
Tel: 01274 408472; Email: haskinseve@gmail.com**

Sandy Lane Parish Council meeting

**Members of the press and public are invited to attend the
Annual Meeting of the Council of Sandy Lane Parish Council
On Monday 9th May 2022
To be held at Bethel Baptist Church, Sandy Lane, at 7.00pm**

Agenda

1. To elect the Chair and Vice-Chair for the municipal year 2022-23.
2. To receive apologies for absence.
3. Declarations of interest:
 - a. To receive declarations of interest from councillors on items on the agenda.
 - b. To receive written requests for dispensations for disclosable pecuniary interest.
 - c. To grant any requests for dispensation as appropriate.
4. To confirm the minutes of previous meeting held on 11th April 2022 as a true and correct record.
5. Public forum – Chair to invite questions and suggestions from members of the public for a maximum of 15 minutes.
6. To receive representation from the local Ward Officer/Ward Councillors.
7. To receive information/updates on the following ongoing issues and decide further action if necessary:
 - a. Summer events 2022.
8. Planning issues
 - a. To consider the following current planning applications: None received.
 - b. Notifications of planning decisions by Bradford Council (to note):
 - (i) 22/00779/HOU: One storey side extension, two storey rear and conversion of garage at 13 Grasleigh Way, Sandy Lane – refused (the Parish Council objected to and recommended refusal of this application on the following grounds: parking concerns; overdevelopment; overlooking neighbouring properties).

- (ii) 22/00854/HOU: Two storey and single storey extension (side and rear) with construction of dormers at 11 Grasleigh Way – granted (the Parish Council objected to and recommended refusal of this application on the following grounds: parking concerns, overdevelopment, overlooking neighbours properties).
- c. Notification of planning appeals from Bradford Council (to note):
 - (i) 22/00049/APPHOU: Two storey and single storey side extension at 6 Ollerdale Avenue, Sandy Lane (the Parish Council had no objection to this application).
- d. Local Development Plan: To consider any updates from the LDP.

9. Financial matters

- 1. To approve the following accounts for payment at the meeting:
 - a. Bradford Council for salaries for April 2022 (£680.19).
 - b. Clerk's reimbursement (£TBC) for travel (£TBC), postage (£18.50), refreshments (£TBC), laptop security (£69.99) and reimbursement for newsletter delivery (£60.00).
- 2. To review the bank mandate.
- 3. To approve the Asset Register.
- 4. To review and approve the Parish Council's subscriptions: currently Yorkshire Local Councils Associations (YLCA), the Society of Local Council Clerks (SLCC) and Zoom.

10. Mandatory documents reviewed annually (all attached)

- To adopt Standing Orders.
- To review and adopt the following policies: Code of Conduct, Complaints Procedure, Financial Regulations, Financial Risk Assessment, Freedom of Information Policy and ICO Publication Scheme.

11. To confirm the Parish Council's eligibility to use the General Power of Competence for all business.

12. To confirm committees of the Parish Council (Events Committee), to review the terms of reference (attached) and agree membership.

13. To confirm the insurance arrangements of Parish Council (BHIB Insurance recommended).

14. To agree two member representatives for YLCA branch meetings.

15. To agree a date for the Clerk's annual appraisal, at which Clerk's contract to be reviewed and signed (last appraisal was in June 2021).

16. Correspondence received

- Email from Bradford Council re Code of Conduct, Clean Air Zone, etc.
- Email from Wilsden Gala Committee re advice re ice cream van and face painters.

- Email from Ward Officer and key holders re Chellow Dene car park.
- Email from resident re concerns over grass verges.
- Email from resident re request to borrow gazebos for Jubilee event.
- Email from PCSO re leaving post, and new PCSO.
- Emails from YLCA re White Rose publications, training etc.
- Email from resident re request for new sign on Victoria Street.

17. To identify items for inclusion in the agenda of the next meeting (to include final preparations for the fun day).

18. To confirm the date of the next meeting as Monday 6th June 2022 at Bethel Baptist Church at 7.00pm; to be preceded by an Events Committee meeting at 6.30pm.



Clerk and RFO, 3rd May 2022