

Minutes of the monthly meeting of Sandy Lane Parish Council, held remotely on Monday 11 May 2020, commencing at 6.00pm

Present:

Councillors	Mike Craft, Tim Grace, Sajid Hussain, Sughra Nazir, Bev Porter (Chair)
Clerk	Eve Haskins
In attendance	One member of the public was present

46/20 Apologies

Apologies noted and the reasons for absence approved for Cllr Sandra Shallcross.

47/20 Declarations of interest

None received.

48/20 Minutes of previous meeting

Minutes of the previous meeting held on 9th March 2020 confirmed as a true record and signed by the Chair.

49/20 Public forum

1. Closure of public footpath:

A member of the public expressed concern that a local footpath on Prune Park Lane is overgrown and precarious for walking on near the road: Clerk to contact Rights of Way at Bradford Council to report this.

2. Bonfires at the side of Prune Park Lane:

A member of the public also expressed concern regarding the burning of bonfires near the site of the old Prune Park pub: Clerk to contact the Ward Cllrs to report this.

3. Methodist Church building:

It was reported that the sale of the old Methodist Church building has fallen through, therefore this is now up for sale again.

4. Shooting in Chellow Dene:

It was reported that someone had been seen shooting a gun into Chellow Dene from the farmer's field nearby; this was passed onto the police, who sent a response team, and has also been passed onto the Ward Cllrs.

50/20 Representation from Ward Officer/Ward Councillors

Item deterred to the next meeting.

51/20 Ratification of decisions

Resolved that the following decisions taken remotely due to the Covid-19 crisis duly ratified:

1. Cancellation of summer event: agreed that the event to be organised for May/June 2021.
2. Purchase of Zoom for remote meetings;
3. Continuation of holders of roles of Chair and Vice-Chair, to ensure business continuity.

52/20 Ongoing issues

1. Traffic issues:

All present reported that speeding traffic through the village is especially bad at present, worse since the Covid-19 lock-down, and traffic includes cars and quad bikes: Clerk to pass this information onto the Ward Cllrs for their information and support.

2. Website.

Agreed that the Clerk to organise a post on the local social media site requesting local photos on the area to include in the new website.

53/20 Planning issues

1. Planning applications:

- a) Application 20/01050/HOU: replace existing garage with double garage and first

- floor games room/office at 78 Deanwood Avenue, Sandy Lane: withdrawn;
 - b) Application 20/01262/HOU: two storey side extension at 21 Acacia Drive, Sandy Lane: Parish Council have no objection on principle to this application, however would highlight the need to ensure that two parking spaces are still available within the plans.
 - 2. Notifications of planning decisions by Bradford Council:
 - a) Application 20/00163/HOU: formation of new roof including loft space and construction of rear first floor extension at 20/00163/HOU 81 Dale Croft Rise - granted (Parish Council objected to this application).
 - b) Application 19/05152/FUL: retention of boundary fence including amendments to reduce height and add trellis at Crunwelle Court – refused (Parish Council had no objection to this application).
 - 3. Local Development Plan:
No updates received.

54/20 Financial matters

Resolved that the following financial matters were agreed:

1. Insurance cover provider for 2020-21 agreed as BHIB Ltd.
2. Clerk updated all that the accounts information has been passed onto the internal auditor for the 2019-20 Annual Return.
3. Clerk updated all that £1112.11 has been requested for tax rebate claim for 2019-20.
4. Internal financial controls reviewed and accepted.
5. The following accounts for payment were approved:
 - a. Bradford Council for salaries for April 2020 (£651.62);
 - b. Bradford Council VAT for payroll charge (£60.00);
 - c. Yorkshire Local Councils Associations for annual subscriptions (£710.00);
 - d. Clerk's reimbursement (£102.72) for stamps (£9.12), March newsletter delivery (£60.00) and defibrillator pads (£33.60);
 - e. Anthony Clark for gardening work (£75.00);
 - f. BHIB Ltd for annual insurance (£364.74);
 - g. Clerk's reimbursement for Zoom (£143.88).
6. The following the following accounts for payment, signed remotely due to the Covid-19 crisis, were duly ratified:
 - a. Bradford Council for salaries for March 2020 (£833.33);
 - b. Anthony Clark for contracted gardening work (£75.00);
 - c. Shipley Print for March newsletters (£295.00).

55/20 Mandatory documents

Resolved that the following documents were reviewed and adopted:

1. Standing Orders (amended to include remote meeting requirements);
2. Code of Conduct, Complaints Procedure, Disciplinary Policy, Equality and Diversity Policy, Financial Regulations, Financial Risk Assessment, Grievance Policy, and Privacy Policy;
3. Asset Register approved.

56/20 Bank mandate

Resolved that the current bank mandate, including Cllrs Craft, Hussain, Porter and the Clerk as signatories, confirmed.

57/20 Parish Council subscriptions

Resolved that subscriptions to continue with YLCA and the SLCC.

58/20 Clerk's appraisal

Resolved that the Chair and Clerk to liaise regarding the Clerk's appraisal.

59/20 Correspondence received

- Emails from YLCA re coronavirus information, training, etc.: acknowledged;
- Emails from Ward Cllrs re Zoom meetings, litter bins, traffic, rainbow pebbles in park etc.: acknowledged, agreed that Chair and Clerk to liaise with the Parks Department re the

rainbow display in Greenwood Park;

- Email from resident regarding lack of Parish Council involvement in VE Day celebrations: Chair and Clerk both responded, explaining that the situation with the Covid-19 crisis meant that no decisions could be made, and agreed that the planned VE Day newsletter to be published later in the year, once lock-down has been lifted.

60/20 Minor items and items for next agenda

1. Standing item of traffic to be discussed at the next meeting;
2. Annual Return 2019-2020 to be approved at the next meeting,

61/20 To note the date, time and venue of next meeting

Next monthly meeting of the Parish Council due to be held on Monday 8th June 2020 at 6.00pm remotely via Zoom.

There being no further business, the Chairman closed the meeting at 7.10pm.