



**Minutes of the Meeting of the Council
Wednesday 17th February 2016 at 7.30 p.m.
Clifford Village Hall**

Present: Councillors N Fawcett (Chairman), T. Blackmore, C. Glynn, D. Hill, O Milligan P. O'Brien, S. Park, A. Shaw

In Attendance: P Seed (Clerk)
1 PCSO
1 Member of the Public

Apologies for absence Cllr Allan

16/20 Crime Report

The PCSO reported that there had been 1 crime in January. Councillors raised the issue of the legality of driving on to the pavement in order to park. The PCSO responded that the police were aware of the parking problem and that the legal issues were being explored. Councillors also noted that refuse bins were being permanently left on the pavement outside Charis House on Bramham Road. The clerk was asked to contact Leeds City Council Highways and the refuse collection service. Bins left on the pavement for very long periods.

16/21 Declarations of Interest & Notifications of changes in the Members' Register of Interest.

There were no declarations & no amendments to the Register.

16/22 Public Participation Session

A resident reported that he had heard that both post boxes are to be removed. The clerk was asked to make enquiries.

16/23 The Minutes of the meeting held on 20th January 2016, previously circulated, were confirmed and signed by the Chairman.

16/24 Chairman's Business.

The chairman reported that, according to Leeds City Council, the work on 62 High St was being undertaken on behalf of the owner and was not part of the enforcement process by LCC. He also reported that he had given evidence to a Scrutiny Committee on the work of the local community committees.

16/25 Clerk's Report.

Received: a verbal report from the Clerk.
Nothing to report.

16/26 Neighbourhood Plan:

Cllr Blackmore reported that there had been a meeting with Leeds City Council to gain guidance on a number of technical issues as part of drawing up the responses to the statutory consultation. Most of the responses have been drawn up. LCC, contrary to its previous advice, were now recommending that the Mill Pond area and the former Springfield grounds not be designated as green spaces. The CCNPG does not believe objections to be valid. The Plan will now proceed to the next stage.

16/27 Footpaths & Open Spaces Committee

The unconfirmed Minutes of the 27 January 2016 were received.

16/28 Lead Members & Committee Representatives.

Received:

Clifford Directory: Cllr Shaw reported that the work is on schedule. Assuming a suitable picture can be found, the cover will feature the village hall as it was shortly after its completion as it will be 50 years old in 2016. The text on the web site will be reduced for those organisations where there is a link to their own web site.

Footpaths: Cllr Shaw has made clear to Leeds City Council the urgency of either the beck side being repaired or the path being re-routed to its original route.

Good Councillors Guide: A revised edition has been published. It was agreed to purchase copies for councillors.

SLCC Branch Meeting: Cllr Fawcett reported that it was best practice to receive not only a councillor's apology for absence but also the reason.

Queen's 90th Birthday: Cllr Fawcett reported that he had registered Clifford's participation and was awaiting confirmation of the designated lighting time for the beacon. Christine Talbot had kindly agreed to light it. He has also written to those living nearby and to the emergency services.

St Edwards Wood: Cllr Blackmore reported that the date of the seed planting still to be decided.

Northways: It was noted that a caravan was being parked in the car park. The PCSO has been informed and Cllr Shaw will check the CCTV tapes to try and assist in identifying the owner.

16/29 Planning Matters

Received: verbal reports that

- a) Decisions known or received:
 - (i) Two storey & single storey rear extension; conversion of garage to habitable room; canopy to front. 4 High Street – Appeal split decision.
 - (ii) Single storey rear extension. 3 Lonsdale Meadows 3 - agreed
- b) Planning Applications considered by the Planning Working Group
 - (i) Part two storey, part single storey side/rear extension. Knowle House, Church Street - supported
 - (ii) Two storey rear extension with habitable rooms above in roof space; underground garage to side/rear with balcony and balustrades over; new pitched roof to existing single storey front/side extension. Demolish existing outbuilding. Victoria House, Bramham Road – supported
 - (iii) Single storey rear extension; single storey infill extension; roof lights to existing single storey roof. Britannia House, Albion Street – under consideration

16/30 Financial Matters

- a) The following payments were confirmed to be made by cheque

i) Clerk’s salary & expenses	£ 384.95
ii) HM Revenue & Customs (Tax on clerk’s salary)	£ 91.20
iii) P. Seed (reimburse for A3 Printer Minute 16/10 refers) Basic £104.17 VAT £20.83	£ 125.00
iv) NALC (Quality Award Scheme Registration Minute 15/38 refers) Basic £50 VAT £10	£ 60.00
v) Yorkshire Water (Clifford Community Sports Ground)	£ 20.38
vi) Alyson Linnegar (NP Plan drafting)	£ 1,250.00

16/30 Appointment of External Auditor

Cllr Fawcett proposed and Cllr O’Brien seconded that the external auditor be selected by the Smaller Authorities Audit Appointments Ltd. from 2016/17

16/31 Playground Safety Improvements

It was agreed that alternative quotes for the work should be obtained.

16/32 Appointment of Internal Auditor

- a) It was resolved that members of the public and press be excluded during the consideration of the following item by reason of the confidential nature of the information to be considered.
- b) Cllr Fawcett proposed and Cllr Milligan seconded that Ms Lisa Downes be appointed as Internal Auditor**

16/33 Correspondence Update (other than that relating to specific agenda items)

None.

16/34 Other reports/Notification of items for next/future meetings

- Noted that any reports/agenda items for the March meeting need to be with the clerk by Tuesday 8th March 2016

There being no further business, the Chairman declared the meeting closed at 8.35pm.

Signed.....Chairman

Date