

**MINUTES of the Full Council Meeting  
of Denholme Town Council  
held on Tuesday 15 August 2017 at 7.30pm  
in the Council Chambers, Mechanics Institute, Denholme**

<b>Present:</b>	Councillors S.Nunn, A.Sherriff, M.Foster, J.Wood and S.Brazil. Alison Swischzowski – Town Clerk. One member of the public.
<b>1718/043</b>	<b>Ten Minute Rule</b> The member of the public spoke about his planning application which was to be discussed later in the meeting. He said the store was needed for farm equipment which is at risk of theft if not kept inside.
<b>1718/044</b>	<b>Apologies</b> D.Miller, J.MacFarlane, H.Sherriff.
<b>1718/045</b>	<b>Disclosures of Interest</b> No disclosures of interest were declared.
<b>1718/046</b>	<b>Minutes of the Last Meeting</b> a) To approve and sign the minutes of the Meeting held on Tuesday 18 July 2017. <b>Resolved:</b> that the minutes of the Meeting held on Tuesday 18 July 2017 be approved as a true and accurate record and signed by Councillor S.Nunn. b) Matters Arising <b>1718/033</b> Councillor A. Sherriff reported that she had emailed Gary Fountain but had had no reply so now assumed he was no longer interested. <b>1718/037</b> Councillor Foster said that the meeting with several people about the surgery and the Mechanics is not currently going ahead. There is to be a Patient Group meeting on Monday 11 September for Thornton & Denholme patients in Thornton.
<b>1718/047</b>	<b>Finance</b> <b>a) To authorise payments</b> <b>Resolved:</b> that the payments are approved and Schedule 99 was signed by the Chair. Denholme Community Library (Community Pot) 108.00 Denholme Youth Café (Community Pot) 300.00 PKF Littlejohn (Audit fee) 120.00
<b>1718/048</b>	<b>Communication and information – integrating new residents</b> Councillor Sherriff led an exercise and discussion about what new people moving into the village feel about Denholme and what current residents feel about newcomers. The discussion and points raised are to be written up. Action included providing a Halifax bus timetable for the Welcome Pack and continuing to monitor traffic issues at the Halifax end of the village including the traffic island near Stubden Rise.
<b>1718/049</b>	<b>Local Council Award Scheme</b> The Town Clerk said that she had received the External Audit Report and so now the Council could proceed with the Award Scheme. <b>Resolved:</b> Denholme Town Council has published the following on the Town Council website:-

Signed: \_\_\_\_\_

	<ol style="list-style-type: none"> <li>1. Online Standing Orders and Financial Regulations.</li> <li>2. Online Code of Conduct and a link to Councillors' Register of Interests.</li> <li>3. Online publication scheme.</li> <li>4. Online Annual Return.</li> <li>5. Online information about Council Payments.</li> <li>6. Online Calendar of meetings including the Annual Parish Meeting.</li> <li>7. Online minutes for all council and committee minutes for a full year.</li> <li>8. Current agendas.</li> <li>9. The budget and precept information for the current or next financial year.</li> <li>10. Complaints procedure.</li> <li>11. Council contact details and councillor information in line with the transparency code.</li> <li>12. Action plan for the current year.</li> <li>13. Evidence of consulting the community.</li> <li>14. Publicity advertising council activities.</li> <li>15. Evidence of participating in town and country planning.</li> </ol> <p>The Town Council also confirms that it has:</p> <ol style="list-style-type: none"> <li>16. A risk management scheme.</li> <li>17. A register of assets</li> <li>18. Contracts for all members of staff</li> <li>19. Up-to-date insurance policies that mitigate risks to public money</li> <li>20. Disciplinary and Grievance Procedures</li> <li>21. A policy for training new staff and councillors</li> <li>22. A record of all training undertaken by staff and councillors in the last year</li> <li>23. A Clerk who has achieved 12 CPD points in the last year.</li> </ol> <p>The Council agreed to apply for Foundation level in the Local Council Award Scheme. The Town Clerk will notify the accreditation panel co-ordinator and provide a link to the Town Council website.</p>
<p><b>1718/050</b></p>	<p><b>Planning Applications</b></p> <p>a) 17/04571/FUL Construction of machinery store building Land at Halifax Road Denholme BD13 4FE  <b>Resolved:</b> No objections.</p> <p>b) 17/04108/FUL Change of use from D1 (non-residential accommodation) to C3 (dwelling) Flat at Denholme Conservative Club Valley Heights Denholme BD13 4AT  Councillor Nunn clarified that this application is just for a change of use.  <b>Resolved:</b> No objections.</p>
<p><b>1718/051</b></p>	<p><b>Reports from Town Councillors</b></p> <p>Councillor Nunn reported that he had attended the Bingley Rural Police and Neighbourhood meeting yesterday. The crime stats for Denholme were not bad. A Neighbourhood Drop-in in Denholme is planned for the evening of Tuesday 31 October. The next Bingley Rural meeting is scheduled to be here in Denholme on Monday 9 October.</p> <p>Councillor Wood informed councillors about the Youth Café's celebration day for the 'Love Denholme' project on Saturday 21 October from 1 to 2.30pm. The Calendar will also be launched around that time.</p> <p>Councillor Nunn said that we had received an email that day from Louise Clarke at Doe Park Activity Centre as they are having problems with young people causing damage. It was too late to include as an agenda item but could be discussed in future. The Town</p>

Signed: \_\_\_\_\_

	Clerk will forward the email to Shipley Area Co-ordinator's Office.
<b>1718/052</b>	<b>Items for Inclusion on the Agenda of the Next Meeting</b> The Clerk will receive items from Members for inclusion on the Agenda for the meeting to be held on Tuesday 19 September 2017.
<b>1718/053</b>	<b>Dates for Next Meetings</b> a) The date of the next Planning Committee Meeting was confirmed as Tuesday 3 October 2017 at 7.30pm due to holidays. b) The date of the next Meeting of the Town Council was confirmed as Tuesday 19 September 2017 at 7.30pm.
	Meeting closed at 8.50pm.

Signed: \_\_\_\_\_