

**MINUTES of the Full Council Meeting
of Denholme Town Council
held on Tuesday 20 March 2018 at 7.30pm
in the Council Chambers, Mechanics Institute, Denholme**

Present:	Councillors S.Nunn, A.Sherriff, M.Foster, D.Miller, J.MacFarlane, S.Brazil and H.Sherriff. Alison Swiszcowski – Town Clerk.																
1718/127	Ten Minute Rule There were no members of the public present.																
1718/128	Apologies J.Wood.																
1718/129	Disclosures of Interest No disclosures of interest were declared.																
1718/130	Minutes of the Last Meeting a) To approve and sign the minutes of the Meeting held on Tuesday 20 February 2018. Resolved: that the minutes of the Meeting held on Tuesday 20 February 2018 be approved as a true and accurate record and signed by Councillor S.Nunn. b) Matters Arising None. c) To confirm the minutes of the Extraordinary Town Council meeting held on 6 March 2018. Resolved: that the minutes of the Extraordinary Meeting held on Tuesday 6 March 2018 be approved as a true and accurate record and signed by Councillor S.Nunn.																
1718/131	Finance a) To authorise payments Resolved: that the payments are approved and Schedule 106 was signed by the Chair. <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">K.Walker (Equipment)</td> <td style="text-align: right;">65.00</td> </tr> <tr> <td>Denholme Gala (Stall)</td> <td style="text-align: right;">10.00</td> </tr> <tr> <td>A.Sherriff (Travel Expenses)</td> <td style="text-align: right;">9.80</td> </tr> <tr> <td>J.MacFarlane (Research fee)</td> <td style="text-align: right;">21.00</td> </tr> <tr> <td>Bradford Council (Room Hire)</td> <td style="text-align: right;">55.26</td> </tr> <tr> <td>A.Swiszcowski (Stationery)</td> <td style="text-align: right;">29.49</td> </tr> <tr> <td>Denholme Community Gardens (Community Pot)</td> <td style="text-align: right;">300.00</td> </tr> <tr> <td>Zurich Municipal (Insurance)</td> <td style="text-align: right;">406.65</td> </tr> </table> b) To note bank reconciliation to 28 February 2018 This was agreed and signed by the Chair. c) To consider and agree the Town Council's arrangements for Internal Audit. The Town Clerk said that there would need to be a change of Internal Auditor this year due to conflicts of interest of our previous auditor. She will ask nearby local councils who they use and follow it up.	K.Walker (Equipment)	65.00	Denholme Gala (Stall)	10.00	A.Sherriff (Travel Expenses)	9.80	J.MacFarlane (Research fee)	21.00	Bradford Council (Room Hire)	55.26	A.Swiszcowski (Stationery)	29.49	Denholme Community Gardens (Community Pot)	300.00	Zurich Municipal (Insurance)	406.65
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1718/132	<p>Future of the Mechanics</p> <p>Councillor Miller reported that the Trustees of the charity had their second meeting the previous Monday. The Trustees had agreed to take on the lease of the Mechanics with Bradford Council. They intend getting an independent building survey done soon and producing a risk process which will then be discussed with Bradford Council. They are appointing a solicitor to act on behalf of the charity.</p> <p>They will carry on with bookings after 1 April even though the lease may not be yet signed.</p> <p>The Town Clerk will contact the solicitor who acted on behalf of the Town Council informing them of the situation and requesting an invoice for their work.</p>
1718/133	<p>Community Pot</p> <p>Councillor Miller reported that publicity about applications had gone out with a closing date at the end of April. Councillors A and H Sherriff had drafted and circulated an online survey for the Pot and had made amendments. Having the logo on would cost extra and was felt by Councillors to not be necessary. The online form will be the same as the paper form. It was suggested that for an audit trail a sample of completed forms could be checked against the electoral roll. There will be a sentence at the bottom of the form to say do not vote twice.</p>
1718/134	<p>Review of Policies</p> <p>Resolved: The Financial Regulations were reviewed with no amendments.</p>
1718/135	<p>Planning Applications</p> <p>The following applications were discussed:</p> <p>a) 17/00237/SUB01 Submission of details required by conditions 3 to 10 of planning approval 17/00237/FUL Former Site of Black Bull Hotel Keighley Road Denholme</p> <p>Resolved: No objections.</p> <p>b) 18/01024/CLP Change of use from haulage offices to dwelling house 20 Lodge Gate Keighley Road Denholme BD13 4BD</p> <p>Resolved: No objections</p>
1718/136	<p>Reports from Town Councillors</p> <p>Councillor Foster reported that the Patient Participation Group meeting she had just come from only had 2 people at it. It was felt that the publicity for the meeting had been very poor and no Councillors who are patients of that practice had received a text message about it. A Patient Council is to be set up for the group of GP practices in Affinity Care and the Chairs of the PPGs will be on that Council. Training is to be organised so people know what PPGs do.</p>
1718/137	<p>Items for Inclusion on the Agenda of the Next Meeting</p> <p>The Clerk will receive items from Members for inclusion on the Agenda for the meeting to be held on Tuesday 17 April 2018.</p>
1718/138	<p>Dates for Next Meetings</p> <p>a) The date of the next Planning Committee Meeting was confirmed as Tuesday 3 April 2018 at 7.30pm.</p> <p>b) The date of the next Meeting of the Town Council was confirmed as Tuesday 17 April 2018 at 7.30pm.</p>
	<p>Meeting closed at 8.15pm.</p>

Signed: _____