

# BRADLEYS BOTH PARISH COUNCIL

**You are summoned to attend  
The Annual Meeting of  
Bradleys Both Parish Council**

**To be held at 7.30pm on Tuesday 19<sup>th</sup> May 2020  
By remote telephone conferencing**

To access the meeting

<https://us02web.zoom.us/j/83939313885?pwd=MVcxcnVzN0dmN3JaWDZNZWh0WUdLdz09> Meeting ID: 839 3931 3885 Password: 986580

## **AGENDA**

**14.20 Election of Chair 2020/21**  
Declaration of office to be signed.

**15.20 Election of Vice Chair 2020/21**  
Declaration of office to be signed

**16.20 Apologies**  
To note any apologies.

**17.20 This meeting will be recorded and the recording kept for 14 days.**

**18.20 To record any disclosures of interest on the agenda.**  
To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting.

**19.20 To approve the Minutes of the Parish Council meeting held on Tuesday 21<sup>st</sup> April 2020.** (Minutes will be ratified and signed at our first face to face meeting)

**20.20 Adjournment for Public enquiries**  
At this point any members of the public who have joined the conference can bring forward issues.

**21.20 Reports from District and County Councillors**

- 021.20.01 Cllr Patrick Mulligan – NYCC
- 021.20.02 Cllr Andrew Brown – CDC

**22.20 To consider any planning applications received.**  
**022.20.01 New Planning Applications - None**

**022.20.02 Applications granted –**  
2020/21543/MMA | Application for minor material amendment to condition no. 2 (approved plans) on application reference number: 2019/20446/FUL granted 22

11<sup>th</sup> May 2020

*Signed Margaret Smith*

Clerk to Bradleys Both Parish Council  
Email: [clerk@parishcouncil.bradleyvillage.org](mailto:clerk@parishcouncil.bradleyvillage.org)  
Website: [bradleyvillage.org](http://bradleyvillage.org)

January 2020 to allow a variation in the design to relate to revised drawings. | Unit 3 Enterprise Way Airedale Business Centre.

2020/21515/FUL - Proposed Stable Block and Access into Field Adjoining Curtilage - Sirebank House , Jacksons Lane, Low Bradley, Keighley

**022.20.03 Applications Refused - None**

**022.20.04 To consider any other planning issues.**

**23.20 Financial Report.**

To approve Financial Report and payment schedule for May 2020

Current Account as 31/03/2019 £34,987.68

Deposit Account as 01/04/2019 £13,858.29

|                                       |            |        |
|---------------------------------------|------------|--------|
| Bradley In Bloom donation             | 23/04/2020 | 250.00 |
| GHD Livigunn Ltd (amenities car park) | 24/04/2020 | 870.00 |
| Bradley Village Hall Grant 1/2 yr     | 30/04/2020 | 750.00 |
| Boundless (broadband)                 | 12/05/2020 | 29.99  |
| HPC Covid newsletter May              | 01/05/2020 | 40.00  |
| Adobe editing suite                   | 26/04/2020 | 15.17  |
| HP ink account                        | 30/04/2020 | 7.99   |
| YLCA charities webinar                | 30/04/2020 | 15.00  |
| M. Smith (May salary)                 | 25/05/2020 | 341.36 |
| YLCA risk assessment webinar          | 11/05/2020 | 15.00  |

**Total: £2334.51**

**24.20 To review and approve Standing Orders and Financial Regulations**  
(previously circulated)

- i. Review of inventory of land and assets including buildings and office equipment; **No change**
- ii. Confirmation of arrangements for insurance cover in respect of all insured risks; **Long term policy not up for renewal**
- iii. Review of the council's and/or staff subscriptions to other bodies;  
**Standard Practice: YLCA subscription**  
**ICO Subscription**
- iv. Review of the council's complaints procedure;  
**Standard Practice**
- v. Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998; **Standard Practice**
- vi. Review of the council's policy for dealing with the press/media;  
**Standard Practice**
- vii. Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.

11<sup>th</sup> May 2020

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### **Standard Practice**

- 25.20 To approve two Councillors to oversee the Internal Audit check once a year.**
- 26.20 To receive an update on the discussions with Woolers on the boundary with the playing field.**
- 27.20 To receive an update on the resurfacing of the Amenities car park.**
- 28.20 To consider the £10,000 business rate grant awarded.**
- 29.20 To receive an update on the Neighbourhood Development Plan.**
- 30.20 To consider any other Environment Issues.**
- 31.20 Correspondence and items brought forward by the Chair.**
- 32.20 Date of next meeting Tuesday 16<sup>th</sup> June 2020 by remote conferencing unless restrictions are removed by that date.**

11<sup>th</sup> May 2020

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