

MINUTES

SALTERFORTH PARISH COUNCIL



Chair: Cllr C. Pollard
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DRAFT MINUTES

Salterforth Parish Council Meeting
24th June 2026
7.00pm Salterforth Village Hall

1. Welcome

The Chair of the Parish Council, Cllr Pollard to welcomed all to the meeting at 7:00 pm.

2. Attendance, Apologies and Non-attendance

2.1 Recorded attendees were Cllr Pollard, Cllr Fuggle, Cllr Grant, Cllr Physouni. Apologies were received and accepted on behalf of Cllrs Latham and King.

3. Declarations of Interest

None.

4. Public Participation

4.1 A member of the public expressed an interest in joining the Parish Council who were presented with an application for consideration. **Resolved:** To review the application and consider co-option.

4.2 At the invitation of council, the applicant, Emma Physouni, introduced herself and gave a presentation, detailing why she wished to be a council member and what she could offer.

Resolved: that Emma Physouni be accepted as a co-opted member of Salterforth Parish Council with immediate effect. Clerk & RFO to organise Acceptance of Office and Declarations of Interest.

5. Minutes

Resolved to accept and approve as an accurate representation, the draft minutes of the Annual Parish Council Meeting and Ordinary Parish Council Meeting both held on 22nd May 2026.

6. Updates on Items from Previous Meetings

6.1 Bench for Bus stop. **Resolved:** Cllr King to site at his earliest convenience.

6.2 Ginnel ownership.

PBC deny ownership **Resolved:** Clerk & RFO to investigate further.

6.3 Jinney Well ownership.

PBC have confirmed receipt of Transfer Deeds in 2022 when Seddon Homes took ownership of Jinney Well. **Resolved:** Clerk & RFO to find out if the correct process was used at the time of the transfer from Common Land. As Salterforth has numerous parcels of Common Land, Clerk & RFO to contact LCC for confirmation and pay appropriate fees.

7. Reports from Meetings with other Organisations

To receive for information purposes, verbal, or written reports from Councillors on any such meetings attended.

7.1 West Craven Area Committee 9th June attended by Clerk & RFO.

The main item affecting Salterforth was the planning application for 28 houses on land off Salterforth Road on the A56, Kenilworth Drive side of the Ranch which was back on the agenda for Delegated Grant Consent. The meeting was attended by numerous MOP's who vehemently oppose the development

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each stating a case for rejection of the proposal. On behalf of council the Clerk & RFO reiterated their case for rejection. The committee voted unanimously in favour of rejection, which was noted by the PBC planning representative, also in attendance.

8. Correspondence

Nothing received.

9. Toilets

Refer to Item 14 Impact Fund.

10. Community Garden

The CG group have written a constitution and a draft Risk Assessment. Cllr Fuggle has requested that copies are sent to the Clerk & RFO for consideration by full council. Nothing has been received to date.

Resolved: Clerk & RFO to contact members of the CG group directly to ensure the information is passed on.

Noted: Clerk & RFO confirmed that Insurance is in place with Zurich for the CG with Public Liability for all 'visitors' and new for old cover on all itemised assets according to the inventory provided by the CG group. This is covered in the policy for the Parish Council as a whole. See Item 18 for Cost.

11. Assets & Maintenance Requirements

12.1 Playing Field Gate

Still awaiting quotation.

Clerk & RFO is working with Stevensons Memorials on a replacement cost for the War Memorial, not covered by the current policy with Zurich. It may be possible to acquire stand alone insurance for this specialised asset.

12. Village Summer Planting

Noted: Planting complete, with watering outsourced as per budget. Planting costs are £605.75 net, £121.15 VAT, total spend is £726.90.

13. Events

Nothing to consider.

14. Impact Fund

Noted: A meeting with Bruce Corden, Facility Manager from PBC will take place on Thursday 25th June to discuss and scope out the refurbishment of the toilets.

15. Legacy Fund

Noted: A grant funding agreement has been received, signed, and returned in respect of an award of £4,300.

16. Planning Matters

Any applications received after the agenda has been published will be tabled at the meeting.

Nothing.

17. Finance

17.1 to 17.5 **Resolved:** Payments, Receipts, Invoices, Cash Book, Bank Statement, Bank Reconciliation, Budget Analysis and Payment Schedule were all approved and countersigned for May 2026.

18. Insurance

Noted: Council has renewed its insurance with Zurich on a 3-year contract from 1st June 2026. Whilst premiums can still increase the contract attracts discount to give stability. Clerk & RFO submitted a full asset register for consideration including new for old replacement values for all its assets including the Community Garden. Total cost is £913.43 which is in line with budgeted estimate.

19. Date of next Meeting.

22nd July 2026 @ 7pm, Salterforth Village Hall

Meeting Closed at 8:20pm