

MINUTES

SALTERFORTH PARISH COUNCIL



Chair: Cllr C. Pollard
email: clerk@salterforth-pc.gov.uk
website: <https://www.salterforth-pc.gov.uk>



DRAFT MINUTES

Salterforth Parish Council Meeting
22nd May 2026
7.40pm Salterforth Village Hall

1. Welcome

The Chair of the Parish Council, Cllr Pollard to welcomed all to the meeting at 7:40 pm.

2. Attendance, Apologies and Non-attendance

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

3. Declarations of Interest

None.

4. Public Participation

None.

5. Minutes

Resolved to accept and approve as an accurate representation, the draft minutes of the meeting held on 29th April 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.

Still waiting for a response from PBC. **Resolved:** Clerk & RFO to chase.

6.3 Jinney Well ownership.

Still waiting for a response from PBC. **Resolved:** Clerk & RFO to chase.

6.5 Defib pads and website.

Clerk & RFO reported that defib pads should be replaced every 2 years. **Resolved:** Spare pads to be purchased at a cost of £149.99 + VAT.

Defib info for the school has been updated to reflect actual availability.

6.6 Mowing Schedule.

PBC have been provided with an updated schedule by Cllr Latham.

Noted: Cllr Grant to sort the top of the steps on the canal bank before the Fun Day.

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 12th May 2026.

Attended by Cllr Pollard who briefed council members about the decision to reject the planning application for houses on land off Salterforth Road on the A56, Kenilworth Drive side of the Ranch.

8. Correspondence

Nothing received.

MINUTES

9. Toilets

Cllr Latham gave an update as follows: The leaks have been fixed at a cost of £650.00 and the toilets have been cleaned by Cllr Latham. **Resolved:** To re-open the toilets 1 week prior to Fun Day.

10. Community Garden

The following items were urgent requirements: To ensure the CG has adequate Insurance cover for the land, buildings, equipment, and visitors. That the group provides council with copies of its Constitution, Health & Safety Policy, and relevant Risk Assessments for review by council.

Resolved: Clerk & RFO to source adequate insurance through Zurich and contact CG regarding policies and procedures.

11. Lengthsman

A full asset appraisal is required to develop a list of requirements prior to engaging a Lengthsman.

Resolved: Cllrs to undertake an asset appraisal for consideration at a future meeting.

12. Assets & Maintenance Requirements

12.1 Playing Field Gate

Waiting for a quote from AQ & G Landscapes

13. Village Summer Planting

Railing Planters and Hanging Baskets are ready and will be in situ on 25th May 2026. Watering will commence immediately and continue through to September.

14. Events

Nothing to consider.

15. Impact Fund

Clerk & RFO reported that the application forms were received, completed, and returned to PBC for the grant funding for the Toilets, War Memorial paving, and Flagpole. Clerk & RFO have asked if it is possible to remove the funding for the Flagpole as council have previously resolved that there is no appetite for one.

16. Planning Matters

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

Nothing.

17. Finance

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

18. Banking

Noted: Clerk & RFO has full access to council banking facility and will set up payments and request secondary authorisation in line with councils Financial Regulations.

19. Date of next Meeting.

24th June 2026 @ 7pm, Salterforth Village Hall

Meeting Closed at 8:20 pm