` **Capheaton Parish Council**

Minutes of the Parish Council Meeting held on Monday 10 August 2026

1) **Present**: Mr W Browne-Swinburne, Ms Coe, Mr RD Patterson, Mr RW Irving
2) **In attendance:** Mr P Ware (Clerk)
3) **Apologies for absence**: Mrs E Moffat, County Councillor R Dodd
4) **Opportunities for members of the public to raise matters:** none.
5) **Minutes of the Meeting held on 11 May 2026:** having been circulated, were approved and signed. There were no matters arising.
6) **Planning:** none
7) **Highways:**
   a) NCC confirmed proposed works near Bonnyriggs on A696 are included in the LTP as one of the many schemes listed under "Rural Roads", project A696/U6042 Deanham Junction – safety improvements. Await to hear detailed proposals but likely to be improved signs/road markings.
8) **Defibrillators:** continue to be monitored in Capheaton and Kirkheaton by Cllrs Patterson and Irving, respectively. Pads on the latter have expired, clerk to approach Ray Wind Fund for grant funding.
9) **Correspondence & e- information items:** all noted.
10) **Council Governance:**
   a) Website & Use Policy, and accessibility - members acknowledged that HugoFox, the Council's website provider, maintained these to meet current standards.
   b) Draft Data Protection and IT policies – members reviewed and agreed to adopt them with no changes.
   c) Council laptop and software – clerk confirmed purchase following previous email approval. All records to be stored on laptop hard drive, not cloud storage.
11) **Finance for 2025/26**
   a) **Report and bank balance:** The clerk gave a report of this year's spend to date, with a Finance Summary and latest banking statement circulated to members, showing a balance of £3,826.94 not including today's payments.
   b) **Payments authorised:** Payments for Clerk's salary and expenses were authorised at a cost of £486.65.
12) **Donations:** – members agreed to increase the amounts donated in line with the increase in the last precept. Clerk to circulate updated figures prior to creating donations to be authorised for payment.
13) **Any other business:**
   a) Chair noted that Joe Powell MP and his team recently visited the parish seeking views on rural matters.

Date and time of next meeting: Monday 2nd November 2026 at 7.00pm

_____Chairman

_____Date