

**MINUTES of the PARISH COUNCIL MEETING**

held on Monday 3<sup>rd</sup> September 2018 at 7:30pm at Barwick in Elmet Methodist Schoolroom.

**PRESENT:**

Councillor	Claire Hassell (Chair)	
Councillors	Matt. Baker	Matthew Clover
	Craig Barker	Paul Remmer
	Glyn Davies	Stella Walsh
	Karen Dales	

**In attendance:** Three residents, Ward Cllr. Sam Firth, PCSO Geoff Nottingham (part) and the Clerk.

**1 APOLOGIES:** Cllrs. Beaumont, Bedford and Maude and Ward Cllr. Robinson

**2 DECLARATIONS OF PECUNIARY INTEREST** – None

**3 MINUTES OF PREVIOUS MEETING**

It was **resolved** that the minutes of the Parish Council (PC) Meeting (4/2018) held on 2<sup>nd</sup> July 2018 (508-511) having been circulated, be approved and signed, proposed Cllr. Barker, seconded Cllr. Remmer, all in favour.

**4 CRIME REPORT**

There were sixteen crimes in the Parish in July and August as follows; three *Burglary Residential*(Leeds Road – one in July& one in August and Maypole Mews), two *Burglary Business* (Langlands and Long Lane), one *Burglary Commercial*(Scholes Village Hall), one of *Criminal Damage* (Scholes cricket club, youth climbing on the roof), three of *Theft From Motor Vehicle* (two on Main Street, Scholes and one on Belle Vue Avenue), two of *Interference With Motor Vehicle* (Croft Way and Leeds Road, Barwick in Elmet – suspect recorded on CCTV), one of *Theft By Employee* (Belle Vue Avenue - syphoning diesel), two of *Theft Non Specific*(Gascoigne Avenue and The Boyle) and one of *Theft From Dwelling* (Gascoigne Avenue).

It was suggested that the PC writes to the Crime Commissioner to request more policing in the Parish. There was discussion about Closed Circuit Television (CCTV) signs to be put on lampposts already displaying speed restriction signs. The Clerk would write to the Police for advice.

**5 FINANCE**

**5.1** The **cash book, bank reconciliation statement and budget monitor** had been circulated showing payments made during July and August of £5,647.44 (fourteen cheques totalling £5,250.79 and eight direct debits of £396.65). Cheque 102603 was shown as a zero value as the bank had lost the cheque, the Responsible Financial Officer (RFO) having paid this as cash instead.

**5.2** The **cash book** showed eleven cheque payments to be made in September amounting to £9,252.97.

**6 CORRESPONDENCE**

Two Councillors are booked to attend the Yorkshire Local Councils Associations conference on 28 September 2018 (2970). Concerns regarding whether a local business on Aberford Road had not obtained planning permission for retail sales and had filled in the grass verges with hardcore (2959). The grass verge has now been reinstated following a visit by Leeds City Council (LCC) Planning Enforcement. A guide for reporting anti-social behaviour giving relevant contact information had been circulated and published on the PC website (2969).

**7 OTHER ITEMS**

**7.1 Standing Orders**– it was **resolved** that the revised Standing Orders having been circulated be adopted, proposed Cllr. Barker, seconded Cllr. Remmer, all in favour. Cllr. Walsh was thanked for the considerable amount of time she had spent on this.

**7.2 Proposal to buy an Interpretation Display Board** – it was **resolved** that a maximum of £1,400 be spent to provide a lectern-type interpretation display board outline details of the Memorial Trees in Scholes to remember those who fell in both wars subject to examples of the artwork being agreed by the PC, proposed Cllr. Hassell, seconded Cllr. Barker all in favour. To consider the location on the PC land near the library currently used by the WI. They had been approached and would consider this at their meeting on the Wednesday following the PC meeting.

**7.3 Christmas Lights** – it was agreed to accept the quotation from LCC of £3,575 for Scholes & £2,860 for Barwick in Elmet. The positions of the lights and number of strings will be largely as they were in 2017 (the only difference is the Willow Tree on Station Road is considered sufficiently recovered to have lights on it).

**7.4 Flooding Concerns on Scholes Main Street**– Yorkshire Water Authority have advised that they no longer intend to carry out the work needed to alleviate flooding problems on Main Street, Scholes. Cllr. Remmer explained that there were two separate issues involved here which not all residents appreciated. One was run-off of surface water affecting properties opposite the Public House, the problem of wastewater ending up on the drives of those further along Main Street is another issue. Cllr. Remmer agreed to write separate letters to Yorkshire Water Authority about each of these issues. It was suggested that the PC write to the affected residents to indicate that their concerns were being addressed.

**7.5 Wedding site at Bog Lane, Scholes** – Cllr. Maude had been looking at the legal position. It was agreed that a central complaints channel was needed as currently there are various channels local residents can go to report their concerns resulting in the level of complaints being diluted between them. Cllr. Remmer has been liaising with Ward Cllr. Robinson. Ward Cllr. Firth agreed to contact the latter for an update.

**7.6 Recording meetings** – there was discussion regarding equipment to record PC meetings, Cllr. Dales will investigate costs and Cllr. Walsh knows someone with expertise in this area. This would be considered further once costs were known.

**7.7 Report of Developing Your Skills as a Councillor training event** –Cllrs. Barker and Clover had attended this event and reported on outcomes from the course, in particular regarding written ballots, financial responsibility, Section 137 criteria and General Power of Competence. One learning outcome was a suggestion that the RFO circulates evidence of bank balances each month.

**7.8 General Purposes and Finance Committee**– the draft minutes of this committee's meeting of 9<sup>th</sup> July had been circulated and the contents noted.

**7.9 Report of bus service meeting of 7<sup>th</sup> August** – Cllrs. Hassell and Walsh and regular bus user Mrs. Wild (Scholes resident) had attended a meeting at Leeds Civic Hall with public transport representatives and Harewood Ward Councillors. A report of that meeting had been circulated and the contents noted. Mrs Wild was thanked for her positive contributions and continued support in this matter.

**7.10 Surgeries** –there had been two surgeries since the July PC meeting. Issues raised included Barwick residents concerned about environmental and noise issues due to neighbours keeping a large number of dogs referred to LCC and Scholes Lodge Farm matters passed to the Scholes Lodge Farm working party. Cover for the September, October and November surgeries was arranged.

**7.11 Facebook/Website** – there had been a post about the roundabout on Scholes playground. Cllrs. Barker, Hassell and Maude would be attending a meeting with LCC officers on 21<sup>st</sup> September to discuss the lease and will raise their concerns. The General Purposes and Finance Committee would also consider this.

**7.12 To note that the Clerk's appraisal has taken place and to consider the resulting recommendations.** This agenda item was taken last. It was **resolved** that all press and public be excluded, all in favour. Following the Clerk's annual appraisal, it was **resolved** to accept the recommendation agreed by the Staffing Committee that the Clerk's contracted hours be increased by two hours a week with immediate effect and that the terms of reference of the Staffing Committee be reviewed to allow future reviews to take place ahead of the PC meeting, proposed Cllr. Walsh, seconded Cllr. Remmer, all in favour.

## **8 PLANNING**

The decisions of the Planning Committees of 16<sup>th</sup> July & 13<sup>th</sup> August were duly noted.

**9 REFERRALS & RISK ASSESSMENTS** – A hole on Belle Vue had appeared, this had been reported as a sink hole and Ward Cllr. Stephenson and Yorkshire Water Authority were dealing with it.

**10 TO NOTIFY THE CLERK OF MATTERS FOR INCLUSION ON THE AGENDA OF THE NEXT MEETING** – the silhouette statues to commemorate the hundredth anniversary of the end of World War One; wastewater on resident's drives; Leeds Festival.

**11 DATES OF FUTURE MEETINGS**

Monday 1<sup>st</sup> October 2018: Scholes Methodist Hall: Open Forum (7pm), Meeting of the Parish Council (7:30pm).

Monday 17<sup>th</sup> September: Planning Committee (6.30pm) John Rylie Centre

Tuesday 11<sup>th</sup> September – General Purposes and Finance Committee (7pm), Manor House

There being no further business the meeting closed at 9:05pm.

Signed

Chairman

1 October 2018

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**OPEN FORUM**

Following a reminder of the issues raised at the July Open Forum, a resident commented about the agenda item relating to the revised Standing Orders and expressed concerns that only Parish Councillors had had opportunity to consider these and that the first opportunity for residents to see them would be after they had been formally adopted by the PC. He also asked how many votes would be needed from a public poll for the PC to consider the outcome as representing the will of the majority of residents and commented that an e-mail he sent in June had not received a reply. It was agreed to provide a written response to address his concerns. He apologised to the PC for the manner of his departure from the July meeting.

The Chair of the Scholes Country and Wildlife Preservation Group addressed the meeting about the strip of land running from the top of Nook Road to the Thorner boundary which had recently been acquired as a wildlife nature reserve by about fifty residents of Nook Road. He commented on the wildlife seen and the group's liaison with other wildlife trusts and with Ward Cllr. Firth. Their aim is to leave the land untouched apart from the installation of four video cameras. Councillors were invited to visit. He urged the PC to consider its position regarding the proposed cycleway.

Another resident commented on recent Open Forums and was not happy with the way in which members of the above group had presented their arguments.

A local farmer expressed frustration on the slow progress of steps being taken to address the problem of parked vehicles on The Boyle restricting access for agricultural machinery and had been hoping to address his concerns to Ward Cllr. Robinson.