

**MINUTES of the PARISH COUNCIL MEETING**

held on Monday 5<sup>th</sup> November 2018 at 7:30pm at Barwick in Elmet Methodist Schoolroom.

<b>PRESENT:</b>	Councillor	Claire Hassell (Chair)		
	Councillors	Joanne Austin	Matthew Clover	Phil Maude
		Matt. Baker	Karen Dales	Paul Remmer
		Neil Beaumont	Glyn Davies	Stella Walsh
		Howard Bedford		

**In attendance:** Six residents, Ward Cllr. Matthew Robinson, PCSO Geoff Nottingham (part) and the Clerk.

**1 APOLOGIES:** Craig Barker and Ward Cllr. Firth.

**2 DECLARATIONS OF PECUNIARY INTEREST** – Cllr. Baker regarding item 5.3.

**3 MINUTES OF PREVIOUS MEETING**

It was **resolved** that the minutes of the Parish Council (PC) Meeting (6/2018) held on 1<sup>st</sup> October 2018 (515-519) having been circulated, be approved and signed, proposed Cllr. Remmer, seconded Cllr. Beaumont, all in favour.

It was **resolved** that the minutes of the Extra-Ordinary PC Meeting (7/2018) held on 15<sup>th</sup> October 2018 (520) having been circulated, be approved and signed, proposed Cllr. Remmer, seconded Cllr. Maude, all those who were present were in favour.

**4 CRIME REPORT**

There were eight crimes in the Parish in October as follows; four cases of *Burglary Residential* (Kiddal Lane, Potterton Lane, Rakehill Road – Scholes and Grange Court), two of *Criminal Damage* (Potterton Lane and Main Street – Scholes), one of *Theft from Motor Vehicle* (Scholes Lane) and one of *Theft from Shop* (Station Road). Lead had been taken from the roof of the property in Kiddal. The occupants at Rakehill Road had disturbed the suspects who fled, possibly on a quad bike. Nothing is believed stolen from the property in Potterton. The *Criminal Damage* cases involve damage to farm land by quad bikes (one of which became stuck and was abandoned) and the breaking of a car window.

The last newsletter had included a feature on crime prevention and information had also been put on Facebook. There were questions from residents about suspicious behaviour captured on Closed Circuit Television (CCTV). They were encouraged to contact the Community CCTV Scheme, see 7.6.

**5 FINANCE**

**5.1 The cash book, bank reconciliation statement and budget monitor** had been circulated showing payments made during October of £4,949.40 (eleven cheques totalling £4,804.07 and three direct debits of £145.33). There were comments about the need for a Neighbourhood Plan category on the budget and the need to keep Scholes Community Infrastructure Levy money separate.

**5.2 The cash book** showed twelve cheque payments to be made in November amounting to £3,396.98.

**5.3 Section 137 payments to the Royal British Legion (RBL)** – It was **resolved** that under Section 137 of the Local Government Act 1972, a contribution of £200 be made for Remembrance Day wreathes (£100 each village) and a bugler (£200), proposed Cllr. Beaumont, seconded Cllr. Dales, all were in favour (Cllr. Baker did not participate – see item 2 above).

**5.4 Budget for 2019/20** – Cllr. Davies had circulated an expenditure report and a suggested budget for 2019/20. It was **resolved** that the precept be kept at the 2018/19 level, proposed Cllr. Davies, seconded Cllr. Baker, all were in favour

**5.5 Financial Regulations** – Cllr. Clover had reviewed the Financial Regulations and had circulated a suggested revised version to be considered at the next meeting once a cross check against Standing Orders has been completed.

## **6 CORRESPONDENCE**

The correspondence list had been circulated (2979 to 2995). A request had been made for a correction to the Neighbourhood Plan regarding one of the green spaces (2995), it was noted that any suggested corrections should be referred to Leeds City Council (LCC). One of the residents present requested a copy of 2986 (Resident asking what the remit is of the Elmet Greenway Group). There was a comment that a reply to 2992 was not on the correspondence list (Resident concerned that the Greenway proposals for the disused railway will result in an increase in levels of crime evidenced by comparisons with a similar scheme in Liverpool). This will appear on the correspondence list presented at the December meeting.

## **7 OTHER ITEMS**

**7.1 Proofs of evidence for the Scholes appeal** – it was resolved to approve proofs of evidence for the Scholes appeal, proposed Cllr. Maude, seconded Cllr. Baker, all were in favour. The proofs will be put on the website. Cllr. Maude is seeking a meeting with LCC to agree a position (the deadline being Monday 12<sup>th</sup>). He also reported that here had been revised plans for the northern access to the site. The PC solicitors had been contacted to look at the land registry deeds to see whether the boundary of land owned by the PC extends across half the width of Rakehill Road. There had also been concerns that close proximity to the pitch may lead to danger from cricket balls. Concerns were expressed about the sight line at the Rakehill Road/Station Road junction. Regarding Site Allocations, it was noted that sites designated as Broad Locations were not allowed to be considered.

**7.2 Posts for erecting dog-fouling signs** - Cllr. Hassell proposed that £175 + VAT + labour be spent on posts for dog-fouling signs, all were in favour.

**7.3 Covering the strip of land on Hall Tower field which overlooks The Boyle with weed suppressing plants** – it was **resolved** that a request be made to the Community Fund for £200 towards the cost of covering the strip of land on Hall Tower field overlooking The Boyle with weed suppressing plants, proposed Cllr. Beaumont, seconded Cllr. Remmer, all were in favour.

**7.4 To consider hedgehog boxes for green spaces in each village** – it was noted that a local wildlife group had made hedgehog boxes for a piece of land which they owned and might be willing to provide similar boxes at cost for the PC. It was also noted that the hedgehog boxes recently supplied for Scholes Lodge Farm had been given by a local charity in lieu of a donation and that there was support for the PC sourcing the boxes from this organisation.

**7.5 Employment of a lengthsman** – Cllr. Maude proposed that this issue be delegated to the General Purposes and Finance Committee to consider and report back, all in favour.

**7.6 Working with the Police on crime prevention in the Parish and the setting up of CCTV cameras & signs** – it was **resolved** that a working party be set up to work with the Police to consider ways to prevent crime in the Parish, proposed Cllr. Maude, seconded Cllr. Bedford, all were in favour. Cllrs. Clover, Dales and Maude expressed an interest in membership of the working party. The PSCO agreed to contact Andy Katkowski about this and an e-mail will be sent to him advising him accordingly. It was noted that the window for grant applications to the Safer Communities Fund was now open and that there is a Neighbourhood Watch scheme in the parish.

**7.7 The sign on Jack Heaps field** – the broken “No Dogs” sign would be repaired. Ward Cllr. Robinson was asked for an update on a dog-fouling scheme he had previously reported on.

**7.8 Sale of disused railway line land from the old brickworks to the Station Road bridge** – there had been a suggestion at the Public Session at the last meeting of PC engagement with the wildlife group interested in making the purchase including a suggestion by an interested party of Parish Council involvement. There had been no reported further progress on this.

**7.9 Proposal to have a lectern Display Board regarding the living memorial of trees to commemorate the fallen of both World Wars** - Cllr. Dales circulated copies of the latest design to all present, feedback was given but it was felt that it was difficult to appreciate the artwork fully on an A4 sheet of paper and therefore a larger copy would be presented to the next meeting for consideration.

**7.10 Consultation event regarding proposed changes to the Coronation Tree junction priorities – held 26<sup>th</sup> October 2018 in Manor House** – this event was well attended. A summary of comments made had been circulated to all prior to the meeting. Cllr. Maude is meeting Mr. O’ Brien and others on Wednesday 7<sup>th</sup> November. The overall view expressed was that the junction should stay as it is and that controls of the speed of the traffic would be more effective in reducing accidents.

**7.11 Meeting on 22<sup>nd</sup> October between representatives of LCC and Cllrs. Hassell and Maude to discuss Scholes playground** – the Parks team will not replace the roundabout. It was **resolved** that the issue be referred to the General Purposes and Finance Committee, proposed Cllr. Maude, seconded Cllr. Remmer, all were in favour. They would consider insurance implications and it was suggested that the cost of buying the land be investigated.

**7.12 Meeting on 17<sup>th</sup> October between Cllr. Davies, Ward Cllr. Robinson and Jon Crossley of Yorkshire Local Councils Associations (YLCA) amongst others to review the current charter.** Cllr. Davies reported that the core document of eleven pages would be simplified using references to the Highways and Planning supplements. The revised charter was expected to be ready by Christmas.

**7.13 Meeting to discuss the Local Communities Fund Grant held 2<sup>nd</sup> October** – the Chair and the Clerk had met with LCC and representatives of the other two eligible Parish Councils to discuss this issue. Ward Cllr. Robinson participated via a speakerphone. Plans are ongoing.

**7.14 Finance and Budgeting Training event held on 15<sup>th</sup> October attended by Cllr. Clover** - Cllr. Clover gave a report of this event noting that some of the key learning points would be especially useful for members of the General Purposes and Finance Committee.

**7.15 Experienced Clerks Training event held on 12<sup>th</sup> October attended by the Clerk** – the Clerk gave a brief summary of this having circulated a report to all ahead of the meeting.

**7.16 Scholes Playing Fields Committee meeting held on 8<sup>th</sup> October** - a copy of the draft minutes of the meeting had been circulated and the key issues were reported.

**7.17 Barwick in Elmet Playing Fields Committee meeting held on 22<sup>nd</sup> October** - a copy of the draft minutes of the meeting had been circulated and the key issues were reported. Cllr. Remmer will take a look at the football club’s septic tank.

**7.18 Planning of the event on Hall Tower field to commemorate the hundredth anniversary of the end of World War One** – Cllr. Hassell provided an outline of activities planned including fireworks, the last post, singing by All Saints’ choir and music by Chris Berry, refreshments would be provided by the Scouts, there would be a playlet and the Royal British Legion would participate with their Standards. Marshalls are still needed. Lighting and a Public Address (PA) system have been organised. A risk assessment is being produced. A shuttle bus service has been arranged to enable residents of Potterton and Scholes to attend.

**7.19 Scholes Lodge Farm meeting** – minutes of the meeting of 10<sup>th</sup> October had been circulated. The next meeting will be in November after which there will be a break until the Spring. Twelve people attended the work day on 27<sup>th</sup> October in spite of unfavourable weather conditions. Weed treatment and grass cutting had been completed and the mole problem was being addressed.

**7.20 Parish Council surgeries** – the November surgery will be in Manor House.

**7.21 Facebook/Website** – there were 722 likes and 13,718 visitors in October, over 4,000 regarding the beacon and over a thousand regarding Nellie’s Tree and 1,368 regarding a positioning statement – two

users had been banned for inappropriate comments. There have been ongoing problems with the website during October, the site had been restored from a backup file which resulted in out of date information being displayed – this has been manually corrected, however visitors still can't access minutes or agendas. Increased protection against viruses would cost £30 a year.

**7.22 Peace flame** – the Working Group has met monthly since January 2018. Cllr. Walsh had circulated a full report to all ahead of the meeting. The foundations have been completed and the flame should be working by December. An application for £1700 had been made to the Community Fund to pay for the information board £1400 and £300 for the embossed plaque that will be fixed to the front of the cabinet, which states Scholes World Peace Flame 2018. Current details indicate that it will be over the £1250 which is currently held by the PC, fund-raising and sponsorships are being organised to make up the difference, but it may be necessary to ask the PC for a loan. The report thanked all those involved especially Cllr Davies and Mr Derek Morris Calor Gas.

## **8 PLANNING**

**8.1** A copy of the draft minutes of the meeting of the Planning Committee of 15<sup>th</sup> October had been circulated and the decisions were duly noted.

### **8.2 Report of the meeting between Leeds City Council officers, Ward Councillors and Cllrs. Bedford, Hassell and Maude to discuss the East Leeds Orbital Road (ELOR) – held 11<sup>th</sup> October.**

Cllr. Maude continues to pursue a meeting with representatives of Swarcliffe and Cross Gates communities to discuss projects for Community Infrastructure Levy money received as a result of developments associated with the ELOR and is also hoping to set up meeting with a local tenant farmer affected by the building of the ELOR.

Three documents had been circulated relating to air quality, noise and a letter from Leeds City Council. Cllr. Maude will attend a meeting on the afternoon of 7<sup>th</sup> November to discuss highways and technical aspects.

It was suggested that the consultation regarding the proposal to build 300 houses in Scholes due to take place on 24<sup>th</sup> November be used as an opportunity to present residents with information about the latest situation regarding the ELOR. This would include air and noise considerations and proposals for Wood Lane and a country park. Cllr. Maude will draft and circulate an invitation to the event and associated questionnaire. The December PC meeting would consider whether the PC withdraws its objection.

It was **resolved** that the way forward suggested by Cllr. Maude as outlined above be approved, proposed Cllr. Maude, seconded Cllr. Walsh, all in favour.

**9 REFERRALS & RISK ASSESSMENTS** – Cllr. Walsh was still pursuing Leeds City Council regarding the wall opposite Saint Philip's Church which was in danger of collapsing. The yellow lines on Main Street, Barwick in Elmet had not been reinstated following resurfacing works. The drains in the village need clearing.

**10 TO NOTIFY THE CLERK OF MATTERS FOR INCLUSION ON THE AGENDA OF THE NEXT MEETING** – Cllr. Beaumont requested an agenda item to report on the HS2 consultation taking place on 19<sup>th</sup> November at the Holiday Inn.

## **11 DATES OF FUTURE MEETINGS**

Monday 3<sup>rd</sup> December 2018: Scholes Methodist Hall: Open Forum (7pm), Meeting of the Parish Council (7:30pm).

Monday 19<sup>th</sup> November: Planning Committee (6.30pm) John Rylie Centre.

There being no further business the meeting closed at 10:05pm.

Signed

Chairman  
3 December 2018

## OPEN FORUM

The Chair reminded everyone of the issues raised at the October public session.

Concern was expressed regarding the number 11 bus service. As it now goes to Thorpe Park, the timetable no longer follows a regular pattern as each round trip of the bus route is an hour and ten minutes. The bus stop at Thorpe Park is too far from the shops. A note would be sent to West Yorkshire Combined Authority. A meeting with representatives of the operator and the community is planned next month.

A local farmer expressed concerns regarding car parking on The Boyle, as his agricultural equipment is wider than average vehicles, he often cannot get past where there is parking on both sides of the road. Ward Cllr. Robinson was meeting with the Chief Highways Officer the next day. Any changes would require consultation with the residents of that street. The farmer expressed frustration that this issue has been under discussion for several years and was unhappy with the slow rate of progress. Any lines would require a traffic regulation order (TRO). The Police would only be involved if there was an obstruction. The PC would write to the LCC Highways Officer about this.

A member of the Elmet Greenway Group was concerned about correspondence item 2992 (*Resident concerned that the Greenway proposals for the disused railway will result in an increase in levels of crime evidenced by comparisons with a similar scheme in Liverpool*) suggesting that this exaggerated fears. He suggested that most crime in the parish was domestic violence or sexual crimes with only one burglary on Nook Road (in August). He made comparisons with Greenway schemes in Wetherby (no associated crime) and Allerton Bywater (two crimes where the greenway might have made access to/egress from the properties easier). He noted that the evidence supplied of crime associated with the old railway track in the 1970's took the form of signed statements and was not statistical. It was noted that one property on Stockheld Lane had extended their boundary onto former railway line land. Cllr. Maude advised that any evidence submitted should use factual information and statements should be put into context. The date of the report is awaited.

Concerns were expressed regarding three other issues, a cloud of smoke from Taylor Lane affecting residents of Leeds Road, the hedge opposite the properties on Leeds Road near the Taylor Lane junction having not been cut all year with detrimental effect on the sight line of motorists and verge creep on the footway along Leeds Road.