

MINUTES of the ANNUAL PARISH COUNCIL MEETING

held on Monday 13th May 2019 at 8:00pm at Barwick in Elmet Methodist Schoolroom.

PRESENT:	Councillor	Claire Hassell (Chair)		
	Councillors	Neil Beaumont	Karen Dales	John Moreland
		Howard Bedford	Glyn Davies	Graham Slater
		Matthew Clover	Phil Maude	Stella Walsh

In attendance: Fifteen residents, PCSO Geoff Nottingham (part), Ward Cllrs. Sam Firth and Ryan Stephenson (part) and the Clerk.

1 ELECTION of CHAIR: Cllr. Hassell was proposed by Cllr. Beaumont seconded by Cllr. Walsh. Cllr. Slater proposed by himself seconded by Cllr. Moreland. Both indicated their willingness to be nominated. A vote followed with eight voting for Cllr. Hassell and two for Cllr. Slater, Cllr. Hassell was duly elected for the ensuing year.

2 ELECTION of VICE CHAIR: Cllr. Walsh was proposed by Cllr. Hassell and seconded by Cllr. Davies and she indicated her willingness to be so nominated. One other nominated Councillor, P. Maude withdrew and there being no further nominations, a vote was taken and Cllr. Walsh was duly elected for the ensuing year.

3 APOLOGIES: Cllrs. Joanne Austin and Paul Remmer.

4 DECLARATIONS OF PECUNIARY INTEREST. None declared at the beginning of the meeting. A register of interests is kept, and Councillors are encouraged to declare at relevant agenda items. The Chair read the guidance for declaring interests.

5 MINUTES OF PREVIOUS MEETING

It was **resolved** that the minutes (including a suggested amendment) of the Parish Council (PC) meeting (1/2019) held on 1st April 2019 (540-543) having been circulated, be approved and that the Chair sign the minutes, proposed Cllr. Slater, seconded Cllr. Maude, all in favour.

6 CRIME REPORT

Full details of the report are posted on the PC website. There were seven *Burglary Residential* crimes in April three of which were on Carrfield Road (the others being Croft Way, Gascoigne Road, Fieldhead Drive and Leeds Road). There were two *Burglary Business* crimes, one at the Tennis Club's Clubhouse and one on Station Road. There were two *Thefts From Motor Vehicle* (Maypole Mews and Garforth Golf Club. Two *Criminal Damage* crimes (Main Street in Barwick and Barwick Village Hall). There were two cases of Theft Non-Specific (Main Street in Scholes and the theft of coping stones from a public house on the A64.

The Police Community Support Officer (PSCO) also reported the annual figures for the year 2018/2019. 70 crimes in Barwick in 2018/2019 (65 in 2017/2018) and 61 crimes in Scholes in 2018/2019 (42 in 2017/2018). The 2018/19 total included 21 residential burglaries in each village, 14 business burglaries (8 in Barwick, 6 in Scholes), 35 thefts from motor vehicle (21 and 14 respectively), 2 thefts of motor vehicle (1 in each village), 23 of Criminal damage (14 and 9 respectively). It was noted that the figure for thefts of motor vehicle understated the actual amount.

Residents were strongly encouraged to lock their doors when out in the garden due to a recent spate of sneak-in burglaries with particularly the elderly being targeted. The Police had successfully recovered stolen money, it was noted that there was an ongoing need to highlight successful convictions. The need to write to the Crime Commissioner regarding the need to use increased funding to increase police presence in the Parish would be considered.

7 FINANCE

7.1 The **cash book, bank reconciliation statement, screen print and budget monitor** had been circulated showing payments made during April of £6,037.12 (ten cheques totalling £5,868.26 and three direct debits of £166.86).

7.2 The **cash book** showed six cheque payments to be made in May amounting to £2,224.28 plus three direct debits (the value of which is awaited).

7.3 The **Annual Internal Audit Report 2018/19** was received which showed Internal Controls in order. The full report had also been received, however this was too late to be lawfully considered at the meeting.

7.4 **Formal approval of the 2018/19 Annual Governance Statement (AGAR 2018/19 Part 3)**. See below.

7.5 **Formal approval of Accounting Statements 2018/19**. - The Finance and General Purposes Committee will consider items 5.4 and 5.5 at their next meeting when there has been opportunity to consider the Internal Auditor's recommendations (see 5.3).

8 CORRESPONDENCE

The correspondence list was noted showing items which had been circulated to all Councillors (3024 to 3026). 3024 was from a resident expressing concerns about broken and cracked flagstones on the footway on Belle Vue Road from Oaklea Road to Belle Vue Estate. This had been reported, Ward Cllr. Firth would pursue this further. 3026 was from a resident concerned about car parking at the entrance to Schoolgate resulting in wheelie bins not being emptied and emergency vehicles not being able to pass. Ward Cllr. Firth advised that this issue had been raised and that steps were being taken to address this.

9 OTHER ITEMS

9.1 **Quotes for Insurance Renewal**. It was **resolved** that the Finance and General Purposes Committee be given delegated authority to consider the alternative quotes, proposed Cllr. Slater, seconded Cllr. Maude, all in favour.

9.2 **Scholes Lodge Farm report**. The Working Party had met on 3rd April. A Parish Apple Day has been agreed on 29th September. A group of volunteers are involved. A budget needs to be agreed, this would be considered further at the June meeting. Funding from National Lottery Funding Awards for All was suggested.

9.3 **Lease of land for Scholes Playground. After lengthy discussion of the 3 different options proposed as possible outcomes**. It was **resolved** that the PC relinquishes the lease leaving Leeds City Council (LCC) in control of the equipment, proposed Cllr. Walsh, seconded Cllr. Moreland, all in favour.

9.4 **Terms of reference for the East Leeds Orbital Road working party**. The working party had had its initial meeting and a further meeting is planned for 5th June at 6:15pm in the Manor House. It was **resolved** that the terms of reference of this group be adopted, subject to an amendment suggested by Cllr. Walsh, proposed by Cllr. Maude, seconded by Cllr. Clover, all in favour. Cllr. Maude will contact members of Thorner PC regarding involvement in this group.

9.5 **Sports Club Leases**. It was resolved that preliminary legal advice of up to £500 be sought regarding seeking alternative agreements to the Sports Club leases, proposed Cllr. Maude, seconded Cllr. Bedford.

9.6 **British Legion's Commemoration of the 75th Anniversary of the Normandy Landings**. It was **resolved** that consideration of a request for support for the British Legion's Commemoration of the Normandy Landings be delegated to the Finance and General Purposes Committee, proposed Cllr. Maude, seconded Cllr. Slater. All in favour.

9.7 Voting representatives for the Yorkshire Local Councils Associations (YLCA). It was **resolved** that Cllrs. Davies and Hassell continue as voting representatives for the YLCA, proposed Cllr. Clover, seconded Cllr. Walsh, all in favour. It was noted that there is no restriction on the number of Councillors from the Parish who can attend YLCA meetings.

9.8 Report confirming the installation and location of the dog prohibition signs around Jack Heap's Field. It was noted that signs had been put up on Jack Heaps field as agreed under agenda item 7.1 of the March meeting and that there was now no contradiction – all signs state that dogs are not allowed. Dog owners are allowed to use Hall Tower field. Ward Cllr. Firth agreed to investigate the relocation of the bin on Jack Heaps field to Scholes Lodge Farm.

9.9 Crime Reduction Working Group. The Terms of Reference of this group had been circulated, consideration of these was deferred to the June meeting whilst an amendment suggested by Cllr. Maude was considered. It was **resolved** to create and monitor a Facebook page solely for the practice of reporting crimes, crime reduction initiatives and organising public meetings to discuss crime related matters, proposed Cllr. Clover, seconded Cllr. Dales, a majority were in favour.

9.10 An error in the appendix to the Neighbourhood Plan regarding public rights of way across green spaces – in particular the disused railway. It was resolved that this item be deferred to the June meeting pending clarification regarding Disclosure of Pecuniary Interest, proposed Cllr. Maude, seconded Cllr. Walsh.

9.11 Facebook/Website. This was deferred to the June meeting.

9.12 Report of Planning training attended by Cllr. Bedford – 12th April. This was deferred to the June meeting.

9.13 Reports of the Playing Fields Committee meetings of 8th April (Barwick) and 29th April (Scholes) and to consider a replacing Sports Club leases with licences. This was deferred to the June meeting.

9.14 Surgeries – Cllr. Slater will cover the June surgery.

10 PLANNING

The draft minutes of the **Planning Committee** meeting of 15th April had been circulated and the decisions taken regarding planning applications were noted (no objections to two applications and objections to a third application on the grounds of overdevelopment).

11 REFERRALS & RISK ASSESSMENTS

No matters were raised. The wall on Main Street Scholes has been repaired.

12 TO NOTIFY THE CLERK OF MATTERS FOR INCLUSION ON THE AGENDA OF THE NEXT MEETING – There was a query about Committee membership and Councillors preferences were noted. The vacancy on the Community Fund Committee would be considered next time.

13 DATES OF FUTURE MEETINGS

Monday 3rd June 2019: Scholes Methodist Hall: Open Forum (7pm), Parish Council Meeting (7:30pm).

Monday 20th May: Planning Committee (6.30pm), John Rylie Centre.

Thursday 23rd May: Finance & General Purposes Committee – 7pm – John Rylie Centre.

There being no further business the meeting closed at 10:55pm.

Signed

Chair
3rd June 2019