**BARWICK in ELMET & SCHOLES PARISH COUNCIL 7/2019**

**MINUTES of the PARISH COUNCIL MEETING**

held on Monday 7th October 2019 at 7:30pm at Barwick in Elmet Methodist Schoolroom.

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| **PRESENT:** | Councillor | Claire Hassell (Chair) |  |
|  | Councillors | Joanne Austin  Karen Dales  Glyn Davies | Howard Bedford Neil Beaumont | Phil Maude  Graham Slater |

**In attendance**: Twenty-four residents and the Clerk.

**1 APOLOGIES:** Cllrs. Paul Remmer, John Moreland and Stella Walsh and Ward Cllr. Firth. It was noted that Matthew Clover had resigned due to a change in his circumstances.

**2 DECLARATIONS OF PECUNIARY INTEREST.** None

**3 MINUTES OF PREVIOUS MEETING**

Having missed the last meeting, Cllr. Bedford sought clarification on some of the items reported following which it was **resolved** that the minutes of the Parish Council (PC) meeting (6/2019) held on 2nd September 2019 (556-561) having been circulated, be approved and that the Chair sign the minutes.

**4 CRIME REPORT**

Full details of the report are posted on the PC website. There were five *Burglary Residential* crimes in September (Elmwood Lane, Barwick and Elmete Avenue, Leeds Road, Morwick Grove & Rakehill Road, Scholes). In three of these cases, the suspect(s) had fled after being challenged/disturbed and nothing was taken. In one case the lock was snapped and having then obtained the keys, the suspect(s) had stolen the car. In the other case, property was taken from an attached garage. There were two cases of *Criminal Damage* (Belle Vue Road and Chapel Lane). In one case a lock was rendered unusable after paper was inserted in the barrel and in the other case, a vehicle was damaged.

**5 FINANCE**

**5.1** The **cash book, bank reconciliation statement, screen print and budget monitor** had been circulated showing payments made during September of £3,873.12 (twelve cheques totalling £3,700.27 and three direct debits of £172.85). There was a query about insurance payment for the Pavilion.

**5.2** The **cash book** showed fourteen cheque payments to be made in October amounting to £2,565.23.

**5.3** **Internal Auditor’s Interim Report**. The interim audit report had been circulated ahead of the meeting and its contents were noted. It was stressed that Councillors should not expect the Responsible Financial Officer to pay for items on behalf of the PC and the VAT implications of this were noted.

**5.4** **Bank Mandate.** It was **resolved** that Cllr. Slater be appointed as an authorised signatory on the bank account to replace Matt Baker, proposed Cllr. Beaumont, seconded Cllr. Bedford, all in favour. It was **resolved** that Cllr. Dales be appointed as an authorised signatory on the bank account to replace Matthew Clover.

**5.5** **Revised Financial Regulations**. It was **resolved** to accept revised Financial Regulations, including amendments suggested by the National Association of Local Councils, changing the presentation of the budget from October to December and replacing all references to the General Purposes & Finance Committee with its current name.

**5.6** **Review into Local Government Audit**. It was **resolved** to give Cllr. Austin delegated authority to reply to the independent review into Local Government Audit**.** This review would consider audit regulation changes made in 2014 and seek to assess their effectiveness and quality of audits. Councillors were asked to send comments to Cllr. Austin noting the deadline of 5pm 18th October 2019.

It was agreed that item 7.3 be taken ahead of item 6.

**6 CORRESPONDENCE**

3044 was a request for a pedestrian crossing on Barwick in Elmet Main Street – this has been discussed as part of the public participation. 3045 was from a resident concerned about dog-fouling Jack Heaps field. The Clerk would use his delegated authority to replace the stolen sign. 3046 was a query regarding Barwick in Elmet playground suggesting that some of the equipment might need some attention. 3049 was a consultation from Leeds City Council (LCC) Highways regarding proposed highways changes in the Parish resulting in additional parking restrictions such as double yellow lines – this was also discussed as part of the public participation

**7 OTHER ITEMS**

**7.1 Land at Scholes Lodge Lane.** The need to trim what had once been bushes was noted. Cllr. Hassell was in contact with the residents adjoining this land and would continue to liaise with them.

**7.2 Asset Register.** It was **resolved** to amend the asset register by the removal of Scholes Playground equipment, including two benches, Vehicle Activated Signs, Christmas Lights (except those cited in item 7.11), the bus shelter on Station Road and waste bins provided by LCC.

**7.3 Speed Watch Programme.** A resident spoke about this programme. A speed watch device was passed to Councillors and the resident explained what the programme involved noting that Police permission would be needed and that sixty meters of clear vision were necessary (plus an escape route). The device would cost £200 but he was willing to loan this to the PC free of charge. There would be no need for extra insurance. There was a recommendation that three people are involved each time the device is used and he explained the position regarding follow up of those caught speeding and the need for a brief description of the driver as well as the vehicle. There would be an agenda item for November to consider this further.

**7.4 FC Scholes.** It was reported that FC Scholes had decided not to take up the PC offer of the football pitch and pavilion as the pitch was too wet to be playable until the spring and that they had not signed the agreements draw up by the solicitors. It was decided to set up a committee to look at funding opportunities with Cllr. Maude taking the lead, this would be an agenda item for the November meeting which would also consider formal appointment of Cllr. Slater to take the lead on running the Pavilion. Cllr. Maude agreed to contact Cllr. Remmer regarding options to improve pitch drainage.

**7.5** **Grant funding policy.** It was **resolved** to accept the PC grant funding policy which had been circulated to all.

**7.6 Water meters for Scholes sports facilities.** It was **resolved** to install secondary water meters to the sports facilities in Scholes with a budget of £200.

**7.7 Concerns about crossing the road on Main Street, Barwick.** Cllr. Maude had liaised with a resident with highway expertise who had suggested a raised platform at the Long Lane/Main Street/Leeds Road junction. This would be considered further at the Planning Committee.

**7.8 Installation of benches in memory of the Royal British Legion's Standard Bearer Martyn Simpson.** It was suggested that carved paving stones would be more appropriate than a bench to recognise those who had made a contribution to the Parish. Regarding Martyn Simpson, it was suggested that the bench near the entrance to Jubilee Gardens could be replaced with one dedicated to him. Cllr. Hassell would put this proposal to members of the local Royal British Legion. The position regarding a bench in Scholes was deferred.

**7.9 Facebook/Website/Newsletter.** Cllr. Beaumont reported that there were about 830 users on Facebook with just over 5,000 views. The deadline for contributions to the newsletter was 24th November. Cllrs. Bedford and Slater would get together to discuss options for a new website and bring proposals to a future meeting**.**

**7.10 Leeds City Councils consultation on proposals for Highways changes which would result in additional parking restrictions such as double yellow lines.** The options proposed by LCC were considered. There was support for the proposals for the Coronation Tree junction but not for those on Chapel Lane. The strong feelings of residents about the proposals down The Boyle were noted (see Open Forum) and the PC felt unable to support the proposals but recognised that there were issues and felt that a revised proposal to just put yellow lines at the pinch points would be a better option. Cllr. Maude would circulate a draft response to Councillors for comment.

**7.11 Christmas Lights.** Cllrs. Hassell and Slater had had two meetings with Leeds City Lights to discuss options within the agreed budget. Cllr. Slater had asked for strings to be supplied in lieu of those bought by the PC. Leeds City Lights had agreed to putting up a string in the tree near Saint Philip’s Church. This set would not be taken down and remain as a permanent fixture belonging to the PC and would be kept on the asset register (item 7.2). In Barwick, the strings on Jack Heaps field would be replaced by uplighting floodlights. In Scholes, there would no longer be strings on the tree on Leeds Road. Cllr. Hassell would make an approach to the Community Fund. It was **resolved** to accept the above proposals at a cost of £4,600 + VAT. Social media posts suggested that Scholes residents wanted an event to mark the switching on of the Christmas lights and that a best lights competition would encourage people to decorate the front of their properties. Cllr. Dales would investigate this and there would be an agenda item at the November meeting to consider suitable prizes. The Clerk to confirm with Leeds City Council acceptance of the quote and confirmation of the number of strings at Saint Philip’s

**7.12 Funfair.** The decision made by the Clerk under delegated authority to allow the funfair to use Jack Heaps field from 14th to 22nd October was noted.

**7.13 Scholes Lodge Farm (SLF).** In spite of very wet weather (forcing the event to be relocated to Saint Philip’s Church Hall) the apple day had been a success and was well supported. The final cost was awaited but was less than budgeted. All those involved in organising it were thanked and there would be a report in the next newsletter.The SLF Working Party had met on 18th September and the minutes circulated. The owl box had been knocked down and arrangements had been made for it to be put back up.

**7.14 East Leeds Orbital Road working party.** The minutes of the meeting of 21st August 2019 had been circulated. There had been a further meeting since.

**7.15 Surgeries.** Two residents had attended the last surgery. Issues raised included Scholes playground roundabout, the willow tree near the school, and a request for a dropped kerb on The Approach. There had also been a concern that the footway on Scholes Lane was getting narrower, an approach to the appropriate LCC Highways officer would be made.

**7.16 Outer North East Forum.** Cllrs. Davies, Hassell and Slater attended the forum on 3rd October. Items discussed included rules about numbers of dogs anyone can walk at once, increase in fly-tipping and amount of white goods left out for casual collection, four de-leafing vehicles operating from 14th October in the Outer North-East and Seacroft/Cross Gates area, consideration of bulk buying Closed Circuit Television cameras to reduce costs, advice on security systems and crime figures (only Harewood ward showed an increase). Cllrs. Davies and Hassell also attended the Outer North East Community Committee meeting on 23rd September where there was a presentation on climate emergency and air quality.

**7.17 Finance and General Purposes Committee.** The Committee had met on 19th September and the draft minutes had been circulated with the agenda papers and the contents noted. Many of the items had been referred to the full PC and considered as agenda items above.

**7.18 Yorkshire Local Councils Associations Conference.** Cllr. Hassell and the Clerk attended the annual conference on 13th September. A report had been circulated. There had been a presentation by the Alzheimer’s Society on dementia and Cllr. Hassell asked that the PC consider becoming a dementia friendly parish involving other local organisations. She also reported on procedural matters such as the positioning of the public participation ahead of the formal meeting, reporting of resolutions, referring to the PC as “it” and ensuring decisions are made lawfully.

**8 PLANNING**

The **Planning Committee** had met on 16th September. The draft minutes had been circulated with the agenda and the contents were duly noted. Cllr. Bedford was preparing a report in response to the appeal against refusal for the crematorium on the site of the golf driving range.

A meeting had been held on 2nd September in Leeds chaired by Ward Councillor Robinson which discussed concerns raised regarding wedding business down Bog Lane which was attended by relevant officers and Cllrs. Dales, Hassell, Remmer and Walsh.

**9 REFERRALS & RISK ASSESSMENTS­**

A dangerous dummy access on the A64 was reported. Neighbourhood Watch leaflets were distributed.

**10 MATTERS FOR INCLUSION ON THE NOVEMBER AGENDA.** Councillors were asked to notify the Clerk accordingly.

**11 DATES OF FUTURE MEETINGS**

Monday 4th November: Scholes Methodist Hall: Open Forum (7pm), Parish Council Meeting (7:30pm).

Monday 14th October: Planning Committee (6.30pm) Scholes Sports Pavilion

Mon 21st October: Scholes Playing Fields at the Sports Pavilion at 7:30 p.m.

Wed 23rd October: Scholes Lodge Farm Working Party – Manor House, 6:30pm

Mon 28th October: Barwick Playing Fields/Allotments Committee at Barwick Methodist Schoolroom at 7:30 p.m.

Wednesday 21st November: Finance & General Purposes Committee (7pm), Scholes Sports Pavilion

There being no further business the meeting closed at 10:15pm.

Signed

Chair

4th November 2019

**OPEN FORUM**

* Many of those present were residents of The Boyle attending in response to correspondence item 3049 and agenda item 7.10. A couple of them spoke on behalf of the wider group expressing the view that the proposals for The Boyle were a disproportionate way of addressing a concern by a local farmer regarding access to his business. It was also noted that there was a business along Rakehill Road under investigation by Planning Enforcement which was moving large plant and one resident presented photographs as an example of the equipment typically being transported up and down The Boyle and another had looked up the business on the Companies House website. It was felt that this was a recent problem caused by the arrival of this business. Residents reported that recent activities of this business suggested expansion. Cllr. Maude was trying to arrange a meeting with one of the Ward Councillors regarding these concerns. The residents accepted that they were not always able to park directly outside their properties, but yellow lines would force them further away. They also noted that traffic often travels too fast and parked cars have a positive effect in slowing it down.
* Other residents were attending regarding correspondence item 3044 and agenda item 7.7 and asked whether the PC could pursue having a pedestrian crossing. Cllr. Maude reported on his contact with a Highways expert (reported above). It was suggested that a road sign suggesting children or the elderly crossing might help.
* A Scholes resident expressed concerns about car parking on Station Road, especially near the Brain Rehabilitation centre. This was affecting line of sight for drivers trying to exit Rakehill Road. Cllr. Maude reported that corrective action had been taken regarding repainting of white lines and suggested extending the yellow lines to improve line of sight. When completed, the East Leeds Orbital Road (ELOR) was expected to reduce traffic through the village.
* Another Scholes resident expressed concerns about the Coronation Tree junction. He noted that there was a speed indicator sign and rumble strips and suggested a raised platform similar to that suggested in 7.7 (above). Cllr. Maude reported that this junction had been considered as part of the ELOR scheme and suggested that the resident joins the ELOR working party to put forward his suggestions. The resident’s e-mail address was given to the Clerk.