

**MINUTES of the PARISH COUNCIL MEETING**

held on Monday 6 February 2017 at 7:30 p.m. at Scholes Methodist Hall

<b>PRESENT:</b>	Councillor	Claire Hassell (Chair)	
	Councillors	Amanda Munro	Karen Dales
		Geoff Yapp	Neil Beaumont
		Glyn Davies	Paul Remmer
		Graham Field	Stella Walsh

**In attendance:** PCSO Gaynor Duffy (part), one Barwick in Elmet resident, three Scholes residents and the Clerk.

**1 APOLOGIES:** Cllrs. Matt Baker, Tom Crosfill and Ward Councillor Matthew Robinson

**2 DECLARATIONS OF PECUNIARY INTEREST**

There were no Declarations of Pecuniary Interest.

**3 MINUTES OF PREVIOUS MEETING**

It was **resolved** that the minutes of the **Parish Council Meeting (8/2016)** held on 9 January 2017 (440-443) having been circulated, be approved and signed, proposed Cllr. Beaumont, seconded Cllr. Remmer, all were in favour.

**4 CRIME REPORT**

The crime report was received showing three crimes in January including one case of *Burglary Dwelling* and two cases of *Burglary Other*. The former was a property in Scholes where the Europrofile lock had been snapped and the suspects having gained entry stole car keys and made off in a vehicle which had been parked on the drive. A garage door had been forced in Barwick in Elmet but the suspects fled after the alarm went off. Entry to a garage in Scholes was gained via the roof and once inside the suspects stole a motor cycle.

Councillors raised various issues with the Police Community Support Officer (PCSO), concerns were expressed regarding door to door sellers on a rehabilitation course, they will always have an identity card and the police can be contacted on 101 for confirmation and reassurance. Concerns regarding a vehicle acting suspiciously can be reported similarly. There will always be legitimate traders looking for new business. The PCSO reported that Land Rovers are still a prime target for criminals.

**5 FINANCE**

**5.1 The cash book, bank reconciliation statement and budget monitor** were circulated showing payments made during January of £8,031.09 (cheques totaling £7,983.60 and one direct debit of £47.49).

**5.2 The cash book** showed nine cheque payments to be made in February amounting to £5,513.13. It was agreed that Councillors may attend training courses which they have already been on in order to keep abreast of any changes.

**5.3 Precept 2017/18.** It was **resolved** that the 2017/18 precept remain unchanged at £37,148, proposed Cllr. Yapp, seconded Cllr. Beaumont, all were in favour.

**5.4 Budget for 2017/18.** It was **resolved** that the suggested budget for 2017/18 circulated by the Responsible Financial Officer be adopted, proposed Cllr. Field, seconded Cllr. Yapp, all were in favour.

## 6 CORRESPONDENCE

The Clerk presented the list of **correspondence** (2767-2776). It was noted that the Save Scholes Pool committee have achieved their fundraising target (2771). It was also noted that there are four empty garages in Barwick in Elmet off Carrfield Road – the Parish Council and Barwick in Bloom are looking to acquire one for storage of assets.

## 7 OTHER ITEMS

**7.1 Site Allocations** – The Ward Councillors have arranged a pre-submission drop-in session at Aberford Village Hall on 20<sup>th</sup> February.

**7.2 Vacancy on the Parish Council – Barwick ward** – two residents have expressed an interest and both have been asked to send in a resume saying a bit about themselves, why they want to be a councillor and what they can bring to the Parish.

**7.3 Document Retention Policy** – the clerk has circulated a draft policy which will be formally considered at the March meeting once Councillors have had time to digest it.

**7.4 Becoming a Quality Council** – details of the Quality Council scheme had been circulated. The main advantage of this is that it gives confidence to outside bodies who approach us. There is a £50 registration fee and a £50 fee for accreditation. The Parish Council already does most of the things necessary for qualification and mainly needs to ensure website content is compliant with the requirements. There were questions about what would happen if there was a change of clerk and how quality status is maintained once it is achieved. This will be considered further at the March meeting.

**7.5 'Battle's Over' - A Nation's Tribute and WWI Beacons of Light, 11 November 2018** – the 100<sup>th</sup> anniversary of the end of World War One is being marked nationally by the lighting of beacons across the country. There was discussion regarding how the two villages could get involved, possibly with beacons on Hall Tower Hill and on Scholes Lodge Farm and involvement of school and uniformed organisations and a suggestion that a working party be set up to plan this.

**7.6 An invitation by Saint Philip's to site a Christmas tree on grounds in front of the building** – Saint Phillips have approached the Parish Council with an offer for a Christmas Tree to be erected in front of the church and offered to pay for the running cost of lights. The cost of purchasing, erecting and disposing of such a tree would be considerable. The Parish Council will gather further information.

**7.7 Hall Tower Field** – Cllr. Yapp reported that a grant application had been made to the Emmerdale section 106 fund, a quote has been obtained for £3K, the grant administrators have requested two more quotes and are seeking reassurances that once the land is cleared that there will be a programme of ongoing maintenance to keep it tidy. There will be another opportunity to apply for a grant at the end of March. Ward Councillors have agreed to fund this from the Well Being fund on the understanding that this is repaid if the grant application is successful. It was **resolved** that Parish Council meets the cost of upkeep for two years irrespective of ownership at a cost of up to £1,000 per year, proposed Cllr. Field, seconded Cllr. Remmer, all were in favour.

Hall Tower is held in trust for the village by trustees appointed from the Maypole Trust. They wish to stand down and the Maypole is now run by a limited company and a committee so no new trustees are available. The Parish Council propose to investigate the possibility and implications of taking over the trusteeship maintaining the availability of the field for the use of residents. A resolution to instruct solicitors to investigate this matter with a maximum initial spend of £2,000 was proposed by Cllr. Remmer, seconded Cllr. Yapp, all were in favour.

**7.8 Facebook, website & social media** – there are 512 followers (likes) and there were 1593 views last month. There has been an enquiry by someone researching old golf courses and permission was given to use a photograph of the bridge built by The Conservation Volunteers. There

has also been a suggestion regarding enforcement of legislation allowing on the spot fines for dog-walkers not carrying poo-bags. Cllrs. Robinson and Stevenson have been contacted about this. There was a suggestion that dog-fouling concerns are the front-page article on the next Parish newsletter. There has been no progress regarding the new website, the Freedom of Information page has not been maintained – something the clerk could do if given the user ID and password. Cllr. Beaumont to obtain quotes from other web designers.

**7.9 Scholes Lodge Farm update** – the minutes of the last meeting have been circulated. It was attended by Lynne Gorner who is designing the Interpretation Display Boards. Cllr. Dales has e-mailed Victoria Nunns (LCC Parks and Countryside Service) regarding the benches. The working party have been advised that the trees in the field are unsuitable for bird boxes, Cllr. Dales and a neighbour who also adjoins the field have agreed to have bird boxes in trees in their back gardens. The boardwalk has been ordered. The working party have also considered grass cutting and hedge trimming.

**7.10 Defibrillator for Barwick** – a successful grant application to Awards for All has been made. A quote has been obtained from The Community Heartbeat Trust (Solutions) Limited. This includes installation and a local installer needs to be found within a budget of £200.00.

**7.11 Neighbourhood Plan** – it was reported that the Plan is now one week into its six-week consultation. Full copies of the plan are available in Cross Gates library and other copies are available to view at Garforth library, Scholes library, Manor House, Barwick Village Hall and at Leeds City Council's Leonardo building.

**7.12 Outer North-East Forum – 26<sup>th</sup> January 2017** – A report of this event attended by Cllrs. Davies, Hassell and the Clerk had been circulated.

**7.13 Highways meeting** – there is to be an on-site meeting involving Ward Councillors, Leeds City Council Highways, Parish Councillors and concerned residents regarding Leeds Road. Attempts are being made to find a date and time which suits all parties. One of the residents is interested in training on the use of hand held speed cameras.

## **8 PLANNING**

It was **resolved** that the recommendations of the Planning Committee (see below) be accepted.

There was **no objection** to the application for a single storey rear extension for 1 Station Gardens. The application for works to Protected Trees on the strip of land behind Hall Tower Hill made by Elmet Screencraft Limited, Rakehill Road was also considered, there were **no objections** subject to satisfaction by Heritage England.

There were **objections** to the application for the demolition of existing buildings and construction of four terraced dwellings at 12 Main Street, Barwick in Elmet on the grounds of over development of the site and that the proposal is not in keeping with the surrounding area.

It was also noted that an application for an agricultural building on Springfield, Taylor Lane was going to appeal after being refused by LCC Planning. The Parish Council is not normally consulted about agricultural buildings but the architect's plans in this case suggest something which potentially could be used for purposes other than that stated.

The Parish Council were happy to agree to a request by Scholes cricket club for a letter to LCC Planning in support of their application for a new Pavilion.

Cllr. Hassell reported that there is a meeting of the LCC Executive Board on Wednesday 8<sup>th</sup> February, the agenda includes a proposal to review the Core Strategy / a report on the progress of the East Leeds Orbital Road / proposal to extend the Cycle Superhighway (£6.5mil) / a proposal to advertise

the proposed pre-submission changes to the Site Allocations Document and submit the Draft Plan to the Secretary of State for examination. Meanwhile Parish Councillors will resume regular checks of the Playgrounds.

**9 REFERRALS & RISK ASSESSMENTS** – Concerns were expressed about the safety of the playground in Scholes due to muddy surfaces, the break-up of parts of the playground surface, the bowed varnished wood at the top of the slide. The Clerk will raise these concerns with the LCC Playground and Fabrication Manager.

**10 TO NOTIFY THE CLERK OF MATTERS FOR INCLUSION ON THE AGENDA OF THE NEXT MEETING** – Site Allocations

**11 DATES OF FUTURE MEETINGS**

Monday 6 March 2017: Barwick in Elmet Methodist Schoolroom: Planning Committee (6:30 pm), Open Forum (7 pm), Parish Council meeting (7:30 pm)  
Scholes Lodge Farm Working Party – Wednesday 1<sup>st</sup> March 2017, 7pm Manor House.

There being no further business the meeting closed at 9.15 p.m.

Signed

Chairman  
6 March 2017

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## **OPEN FORUM**

The chair reminded everyone of the matters raised at the January Open Forum and then opened the meeting to comments from those present.

There was a complaint about the overall condition of Station Road looking like a building site from the shop to Milton Drive with all the works going on, in particular at Osman House. The car park is taken by portacabins forcing staff and workmen to park on the street, often restricting the view of those emerging from side streets or people crossing the road. Heavy vehicles use the bridge regardless of the weight restrictions. There were concerns that the road is used by seven school buses and that alternative routes are not considered. Heavy goods vehicles use Green Court for turning damaging the verge. The contractor's workmen regularly hose down the road but the road camber causes the run off to go to where there are no drains. There were also concerns about the safety of the Memorial Trees. The situation was discussed by the Parish Council a couple of meetings ago and is being monitored. The clerk will write to Osman House requesting that they make good the damage done by their contractors.

The Chair of the Maypole Committee made the Parish Council aware of their plans for 2017. The Maypole Raising will be the Spring Bank Holiday Monday. They rely on the Beer Festival and the Community Fund for finance and have sufficient funds for this year but are very dependent on favourable weather on the day to encourage people to attend. They now pay for the road closure. Hall Tower field needs maintenance and they may need to pay for this to be done, they are waiting for the weather to improve. The sheep will be removed shortly, the brambles at the back of the hill will not be cleared before the festival. Black's Solicitors will only release the deeds to the trustees (one of the four has since died). Another firm of solicitors are involved (Wrigley's) but the committee lacks financial resource for legal fees (crane hire taking a significant amount of their income). The Maypole Committee is down to five members, the annual meeting no longer happens. Ownership of the pole was discussed. Further discussion took place under agenda item 7.7 (above).