

**MINUTES of the PARISH COUNCIL MEETING**

held on Monday 6 March 2017 at 7:30 p.m. at Barwick in Elmet Methodist Schoolroom

<b>PRESENT:</b>	Councillor	Claire Hassell (Chair)	
	Councillors	Geoff Yapp	Matt Baker
		Glyn Davies	Neil Beaumont
		Graham Field	Stella Walsh
		Karen Dales	Tom Crosfill

**In attendance:** PCSO Gaynor Duffy (part), one Barwick in Elmet resident, four Scholes residents, Ward Councillor Matthew Robinson and the Clerk.

**1 APOLOGIES:** Cllrs. Amanda Munro and Paul Remmer.

**2 VACANCY ON THE PARISH COUNCIL – BARWICK WARD** – since he last meeting one of those interested in the vacancy has reconsidered. A meeting with the other potential councillor will be arranged before the next meeting.

**3 DECLARATIONS OF PECUNIARY INTEREST**

There were no Declarations of Pecuniary Interest.

**4 MINUTES OF PREVIOUS MEETING**

It was **resolved** that the minutes of the **Parish Council Meeting (9/2016)** held on 6 February 2017 (444-447) having been circulated, be approved and signed, proposed Cllr. Beaumont, seconded Cllr. Yapp, all were in favour.

**5 CRIME REPORT**

The crime report was received showing three crimes in February including one case of *Burglary Dwelling* where the suspects fled after being disturbed by the occupant and one case of *Criminal Damage* involving unauthorised cutting of trees and plants at a property in Scholes. There was one case of *Theft from motor vehicle* where property in the glove box was stolen.

Very few residents have reviewed their security in spite of previous warnings about Europrofile locks (most people only consider this *after* they have been burgled). The PSCO will see if there are any flyers left from the previous leaflet drop which could be circulated with the next newsletter. The Police still offer a free home survey.

Specific concerns were raised regarding a car parking fully on the pavement by people who are new to Scholes (and may need a quiet word) and regarding a car on which has been off York Road since New Year. There is little the police can do as it is off the public highway but Leeds City Council (LCC) Environmental Action may be empowered to deal with this. It was suggested that the next newsletter contains a reminder for people to be considerate when parking.

**6 FINANCE**

**6.1** The **cash book, bank reconciliation statement and budget monitor** were circulated showing payments made during February of £5,686.71 (cheques totaling £5,513.13 and three direct debits of £173.58).

**6.2** The **cash book** showed five cheque payments to be made in March amounting to £954.34.

The Internal Audit will take place on 27<sup>th</sup> April. The In-House audit has just been done by someone who was a Parish Councillor until recently, the Responsible Financial Officer will check with the Yorkshire Local Councils Associations to see whether In-House audits should be done by a current Councillor.

## 7 CORRESPONDENCE

The Clerk presented the list of **correspondence** (2777-2787). No one had been able to attend the LCC event at Pudsey Civic Hall, on 23<sup>rd</sup> February 2017 which brought community groups together to share ideas & discuss litter, fly-tipping, dog fouling and general waste problems (2780). The Clerk will find out if there are any notes of the outcome of that event or if there is an equivalent event in East Leeds. There was favourable comment at the news sent by the Environmental Action Officer of a successful prosecution for someone guilty of fly-tipping (with photograph) – item 2785. There were comments regarding 2787 (LCC consultation regarding a proposal to charge for some services which previously were provided free – e.g. rat treatments, collecting bulky household waste, replacing wheelie bins etc.). The Clerk will circulate a draft PC reply to all expressing the concerns raised (e.g. that this is shortsighted and will only encourage fly-tipping). It was agreed that an official response would be made based on e-mailed feedback to the draft.

## 8 OTHER ITEMS

**8.1 Site Allocations** – Cllr. Beaumont had circulated a draft Parish Council (PC) response to the pre-submission changes, with particular concern about the Parlington site. The letter dealt with issues around deliverability, sustainability, that the site is 100% greenbelt and that the greenbelt corridor is reduced to 500 metres from the parish, infrastructure timescales, the five purposes of green belt and that the changes did not seem to reflect the concerns expressed to the original proposal and that the plan was not positively prepared. The response of Highways that the motorway junction cannot handle the additional traffic was noted. Overall, Councillors were happy with the content of Cllr. Beaumont's draft though there were some suggestions for improved layout (e.g. use of bullet points). Cllr. Baker suggested a change to the wording of one part which he will e-mail to Cllr. Beaumont. It was **resolved** that subject to the above suggestions being adopted, the draft suggested by Cllr. Beaumont becomes the formal PC response to the pre-submission changes consultation, proposed Cllr. Yapp, seconded Cllr. Field, all were in favour.

**8.2 Document Retention Policy** – Councillors were happy that the previously circulated policy be adopted and published on the website – the policy largely reflects current practice.

**8.3 Becoming a Quality Council** – the Chair had circulated a report prior to the meeting outlining the benefits, process and costs of Foundation stage accreditation. There were concerns about putting responsibility for renewal on a future PC and the implications if the status were to be lost. Much of the accreditation is based on assessment of documents on the website and it was therefore agreed that the Quality Council criteria be considered when the new site is created and that this could then be revisited.

**8.4 'Battle's Over' - A Nation's Tribute and WWI Beacons of Light, 11 November 2018** – Cllr. Hassell has been in touch with the organisers, more information is expected in April and she will send details to the Royal British Legion. It was suggested that the event could also be marked by the ringing of church bells.

**8.5 Scholes Christmas Tree** – Cllr. Walsh had circulated a report prior to the meeting. It was noted that Scholes in Bloom had planted trees at three locations (one of these trees was stolen) and that there had been a misunderstanding of the offer made by Saint Philip's church. The report gave prices. It was decided to leave the question of a Christmas Tree in abeyance for the time being.

**8.6 Scholes Cricket Club – concerns about damage to the pitch by football and dog-walkers** – a complaint by the cricket club about these issues was considered. It was felt that PC arbitration between cricket and football clubs should be a last resort and that they be allowed to try to resolve their differences themselves. As for dog-fouling, the PC has made several attempts to address this issue in recent years and unless new ideas are forthcoming, there's nothing further that can be done.

**8.7 Hall Tower Field – Update & resolution that the Parish Council should take over ownership on behalf of residents** - Cllr. Yapp reported that the grant application will be considered on 29<sup>th</sup> March. Attempts to get three quotes are proving difficult, so far of the six contractors approached, only one has provided a quote. Regarding ownership, the solicitor will charge £750 plus disbursements. A letter has been sent to existing Maypole Committee members stating that the PC is not responsible for cutting the grass for the Maypole Festival. Letters have been written to the three surviving trustees to explain the position (one reply is awaited) and a letter will go out to all Barwick in Elmet residents to make them aware. It was **resolved** that subject to the above conditions, the PC should take over ownership on behalf of residents, proposed Cllr. Yapp, seconded Cllr. Beaumont, all were in favour. As a result of his contact with the solicitors, Cllr. Yapp is producing a definitive list of land owned by the PC together with a note of where the land certificates are held. Care will be taken to ensure there are no issues regarding boundary walls.

**8.8 Facebook, website & social media** – there are 520 followers (likes) and there were 3500 views last month. About 1200 visitors viewed information about the Neighbourhood Plan and there has also been considerable interest in information about the pre-submission changes to the Site Allocations Plan. There had been a query from a former Parish Councillor. Quotes are still being sought for the creation of a new website, one developer refused to quote while another has not replied. It was suggested that having attempted to get additional quotes, that Cllr. Hassell goes back to the original contractor to confirm that his quote is still valid. It was **resolved** that subject to the quote still being valid, that this contractor be given instruction to develop a new PC website, proposed Cllr. Yapp, seconded Cllr. Walsh, all were in favour.

**8.9 Scholes Lodge Farm update** – Cllr. Dales reported that with the help of a local farmer, bird boxes and the owl box have been put up. The daffodils planted last year have come up and look great but the daffodils, bluebells and snowdrops planted the previous year have not come through. The problem of moles is being addressed but the contractor doing the work has reported the loss of many of his traps. There have been problems with both litter and dog fouling. Cllr. Robinson offered to get a new bin to go at the gate on Leeds Road. The boardwalk will be in by the end of the month but progress regarding benches has been slow as the PC no longer has control (this is now in the hands of LCC and there has been no further contact from them since the last PC meeting). Suggested artwork for one of the display boards has been circulated to all councillors and this was favourably received, the other board will focus on flora and fauna and the designer is looking for feedback regarding any noteworthy species found in the field.

**8.10 Defibrillator for Barwick** – There has been nothing further from Community Heartbeat Trust (Solutions) Limited since the last meeting The Clerk will chase them up. Cardiopulmonary Resuscitation (CPR) training is included in the price.

**8.11 Neighbourhood Plan** – there is now one week left of the six-week consultation. Paper copies are now available.

**8.12 Highways meeting Thursday 23rd February 2017 to discuss Leeds Road** – Cllrs. Baker & Hassell and the Clerk met with LCC Highways officers and a Leeds Road resident to address local concerns. Nick Borrás agreed to improved signage, refurbishment of the rumble strips and applying a new surface at the bend to improve grip. Steve Parry (standing in for Nick Hill) agreed to raising the kerb where rainwater collects and to dealing with grass verge encroachment, especially at the Barwick in Elmet end (as work done four years ago started from Scholes but stopped before the full length of Leeds Road had been addressed).

## 9 PLANNING

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

There were **no objections** to the following applications

- 17/00112/FU - 36 Nook Road - Two storey, first floor and single storey side/rear extension with new first floor window and pitched roof to existing extension to side and Juliet balcony, raised decking area with steps and balustrade above to rear
- 17/00705/FU - Skelton Hall Farm, Skeltons Lane - Single storey garden room to rear
- 17/01035/FU - 22 Nook Road - Single storey side extension

The PC had been invited to comment on an appeal against refusal regarding an Agricultural determination for a detached storage building for Springfield, Taylor Lane. The basis for refusal is in the public domain but Councillors had been unable to find the basis of the applicant's appeal. It was decided not to comment further on this.

Works to Protected Trees. There were no objections in principle to any of the applications below but concern was expressed that this is the wrong time of year as there will be an impact on nesting birds.

- 17/01217/TR Earthworks, The Boyle - Remove eight trees marked on site
- 17/01263/TR, 14 Elmete Avenue - Oak - 25% crown reduction and dead wooding
- 17/00947/TR - 11C The Cross – Two Sycamore - Crown raise to six meters from ground, Reduce by two metres and thin both

**10 REFERRALS & RISK ASSESSMENTS** – Cllr. Dales has inspected both playgrounds. LCC have put a rail up on Welfare Avenue to prevent children running straight from the playground onto the road but the hinged gate still opens outward. Repairs have been done in Scholes to the top of the slide as reported previously but there is a trip hazard on the floor near the roundabout.

**11 TO NOTIFY THE CLERK OF MATTERS FOR INCLUSION ON THE AGENDA OF THE NEXT MEETING** – Hall Tower Hill, Neighbourhood Plan and 20MPH consultation.

## **12 DATES OF FUTURE MEETINGS**

Monday 3 April 2017: Scholes Methodist Hall: Planning Committee (6:30 pm), Open Forum (7 pm), Parish Council meeting (7:30 pm)

Monday 10 April: Barwick Playing Fields/Allotments Committee at the Methodist Schoolroom, 7:30pm.

Monday 24 April: Scholes Playing Fields at the Sports Pavilion, 7:30pm.

There being no further business the meeting closed at 9.05 p.m.

Signed

Chairman  
3 April 2017

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## **OPEN FORUM**

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

Representatives of Elmet Greenway thanked the PC for their support in the past. Councillors were made aware that the group has it on good authority that the East Leeds Orbital Road/Elmet Greenway link is not going to happen – last year's plans having shown a bridge. Having queried this this were encouraged to seek PC support. Cllr. Robinson was aware of this only via an e-mail from the group. The Chair of the group had seen an indicative plan and has had dialogue with Oliver Priestley, Chief Engineer at LCC. He is arranging a meeting and dates are awaited. Cllr. Robinson agreed to take ownership of this and to arrange a date, he would liaise with the PC via the Clerk and with the Chair of the group (who advised that they are getting new members and encouraged members of the Barwick in Elmet community to join).

One of the members (who sees the benefits of the proposed path to horse riders) widened the discussion to the lack of consideration given to horse riders by motorists and complained about on-

street parking on Scholes Main Street near the area of the Public House (she had counted 18 cars just down one side of the street). An appeal could be made in the next newsletter. It was also noted that ramblers should respect farmers' fields when using public rights of way.

Correspondence had been circulated that afternoon by the clerk showing proposals for a 20mph restriction in Barwick in Elmet in 2018 and in Scholes the year after. Although too late for formal consideration, Councillors were encouraged to reply as individual residents in the meantime.

One resident came representing Barwick Methodist Chapel. Their quinquennial report has revealed a number of essential maintenance jobs which need to be carried out which includes the need for a new roof (two quotes have been obtained, the preferred supplier has quoted £5,100). Advice was sought regarding sources of funding. The PC was unable to give financial support for to statutory reasons but various suggestions were put forward (e.g. MICE money, the Festival Community Fund, Wind Farm money, Tesco Bags for life). It was noted that the Scholes Save our Pool group had raised more than enough for their project and would probably share information. The Clerk will e-mail this resident (and the Chair of the Elmet Greenway group) a copy of correspondence item 2778 (National Association of Local Councils grants and funding bulletin).