

MINUTES of the PARISH COUNCIL MEETING

held on Monday 6 November 2017 at 7:30pm. at Scholes Methodist Hall

PRESENT:

Councillor	Claire Hassell (Chair)	
Councillors	Glyn Davies	Neil Beaumont
	Howard Bedford	Paul Remmer
	Karen Dales	Phil Maude
	Matt Baker	Stella Walsh

In attendance: Ward Cllr. Matthew Robinson, PSCO Geoff Nottingham (part), two Potterton and eight Scholes residents and the Clerk.

1 APOLOGIES: Cllrs. Craig Barker and Ian Westmoreland. It was **resolved** to allow Cllr. Westmoreland a three month sabbatical due to personal circumstances, all were in favour.

2 DECLARATIONS OF PECUNIARY INTEREST

Cllr. Beaumont regarding item 7.5 as a close family member is one of those who do deliveries.

3 MINUTES OF PREVIOUS MEETING

It was **resolved** that the minutes of the Parish Council (PC) Meeting (6/2017) held on 2 October 2017 (473-475) having been circulated, be approved and signed, proposed Cllr. Remmer, seconded Cllr. Beaumont, all were in favour.

4 CRIME REPORT

The Police Community Support Officer (PCSO) reported the crime figures for October. There were four reported crimes as follows; three *Burglary Residence* and one *Interference with motor vehicle*. Repeat attempts to gain access to a garage on Morwick Terrace (access being gained the second time) have been counted as two crimes. An e-mail about vandalism down The Boyle had been forwarded to the PSCO, this crime had not been reported. There have been a number of vandalism issues in Barwick in Elmet in recent months believed to be the work of one individual who has particular needs making this an especially difficult problem to deal with.

The PCSO has been liaising with Scholes School regarding appropriate measures to deal with inconsiderate parking and Parking Enforcement officers had been patrolling outside the school. Ward Cllr. Robinson had had a meeting with the school in the first week of October and a copy of his report of this had been circulated.

There was a report of broken glass in Barwick in Elmet playground and a hole in the boundary hedge. The PCSO noted concerns and would endeavour to get police patrols to check the playground on Friday and Saturday evenings.

5 FINANCE

5.1 The cash book, bank reconciliation statement and budget monitor had been circulated showing payments made during October of £3,917.18 (cheques totaling £3,809.22 and three direct debits of £107.96). Feedback at the October meeting regarding the budget monitor had been noted and appropriate revisions made, further changes needing a formal resolution were needed and this would be an agenda item next time.

5.2 The cash book showed eleven cheque payments to be made in November amounting to £2,758.60 and two direct debits of £53.42.

5.3 To consider the budget for 2018/19 and the precept – The Responsible Financial Officer (RFO) reported that Leeds City Council had set a deadline of 9th February 2018 by which time they should be notified of the precept amount required by the PC for 2018/19. The RFO will work with Cllr. Davies to produce a draft 2018/19 budget to consider at the next meeting.

5.4 Payments to the Royal British Legion (RBL) – It was **resolved** that under Section 137 of the Local Government Act 1972, a contribution of £300 be made for Remembrance Day wreathes (£100 each village) and a bugler (£100), proposed Cllr. Beaumont, seconded Cllr. Hassell, all were in favour.

6 CORRESPONDENCE

The Clerk presented the list of **correspondence** (2876-2883). It was noted that the road junction of Long Lane/Chapel Lane/Leeds Road/Main Street would be closed the following week (generating in some Facebook comments). The Clerk would send details of the road closure to Ward Cllr. Robinson.

7 OTHER ITEMS

7.1 Parish Notice Boards– The new proprietor of the Post Office and village shop in Barwick in Elmet had approached the PC to request removal of all notice boards attached to his property (PC, Barwick in Bloom and All Saints' Church). Suggestions for alternative sites and costings were discussed (the new proprietor being willing to contribute financially) and there was a suggestion that a digital board be considered. An alternative site considered was the grass verge across the road, this would be subject to agreement of the landowners, the Clerk will investigate. Scholes Ward Councillors were asked to review their notice board provision with a possibility to share something with Scholes Cricket Club. Cllr. Walsh agreed to research the options for Scholes.

7.2 Discussion regarding the opening and sending of de-grouping responses and a resolution to decide the Parish Council's response – it was **resolved** that the PC submits its own corporate response to the de-grouping proposal, this being that it was the view of the PC that the Parish remains unchanged (the PC would however fully support the majority view of the residents) proposed Cllr. Hassell, seconded Cllr. Remmer, eight were in favour and there as one abstention.

It was proposed by Cllr. Hassell and seconded by Cllr. Walsh that the resident's replies to the PC consultation be opened and counted. An amendment to the proposal was suggested. It was **resolved** that a further amendment to the effect that the replies be opened by the Clerk and passed to Councillors in such a way that they could count the replies without seeing the names of the respondents was proposed by Cllr. Baker and seconded by Cllr. Remmer all were in favour. This would take place in Barwick Village Hall on 10th November at 6:30pm. LCC will need the forms forwarding to them and not just a summary of the results. Feedback made in the Additional Comments box would be noted.

7.3 Request to consider a donation to a fund for a Christmas Tree in Scholes – an online crowdfunding platform has been set up by Scholes residents to raise funds for a Christmas Tree to go in a planter outside the hairdressers, this would be a permanent tree, Cllr. Dales reported the cost of the project including fitting, lights etc. It was proposed by Cllr. Dales that the PC contribute two-hundred pounds towards this (especially as the cost of the Parish Christmas Lights had been reduced – see 7.4 below). An amendment suggesting that this should come out of Scholes Conservation Fund was proposed. It was **resolved** that the proposal be agreed with a further amendment suggesting that the donation should be made to Scholes in Bloom, proposed Cllr. Remmer and seconded by Cllr. Beaumont, eight were in favour and there as one abstention.

7.4 Resolution to proceed with Christmas Lights per the quotation from Leeds City Council – it was resolved that the quotation from LCC be accepted, proposed Cllr. Hassell, seconded Cllr. Remmer, all were in favour. The original quote had been reduced by £650 due to the cutting back of the willow tree (see the Planning Committee Minutes). LCC would be asked to consider an alternative location in lieu of the willow tree lights. Those responsible for cutting the tree were under investigation by LCC and could be subject to financial penalties, the PC will ask LCC if compensation can be paid to the Parish for the loss of Christmas Light provision.

7.5 Discussion and resolution to provide a small Christmas gift to regular deliverers of Parish Newsletters and Correspondence – it was **resolved** that a small Christmas Gift be bought as a thank you to those people who are not Parish Councillors who deliver newsletters etc. proposed Cllr. Hassell, seconded Cllr. Baker, all were in favour.

7.6 Parish Playgrounds - report on current condition – Cllr. Dales reported that there was a small hole in the surface of Barwick in Elmet playground and that the sign by the litter bin was down. At Scholes, the seats on the swings were unclean and the roundabout does not move as freely as the one in Barwick. The Playground and Fabrication Manager of LCC has been notified and has confirmed that these matters will be dealt with. There was also a hole in the fence at Barwick where it comes down the slope.

7.7 Scholes Playing Fields Committee – the draft minutes of the meeting of 9th October had been circulated. The Junior Football Club were looking to dispose of the goalposts bought for them by the PC. It was decided to mothball them for future use. A resident of one of the adjoining properties has put a gate in his back garden to give him direct access onto the area used by the Scouts. A similar situation occurred in Barwick in Elmet in 2016 and it was **resolved** that a similar letter could be sent by the clerk to this resident, all were in favour. Cllr. Remmer agreed to establish the address.

7.8 Discussion & resolution regarding request to site a food van on the Verity Strip by the School – at the Barwick Playing Fields Committee, Cricket Club had reported that they had been approached by the owner of a mobile food van to ask permission to sell to passers-by from the land at top of the Verity Strip. He had since e-mailed the PC when Cricket Club had advised him that this was not their land. Cllr. Beaumont had made the School aware of this request who were not in favour of it. It was **resolved** that the owner be advised that the PC were not in favour of granting him permission to trade from this site, proposed Cllr. Beaumont, seconded Cllr. Remmer, all in favour.

7.9 Response to the proposed Stopping Up Of Highway At Belle Vue Road – this agenda item was taken before 7.1. In accordance with statutory obligations, the Department for Transport had notified the PC of a proposal to stop up the Manor House car park (turning circle) - see Open Forum. The PC wished to object to this Order on the grounds that parking provision was insufficient. Cllr. Maude advised that the grounds for objection should not duplicate those previously made to the planning application. Suggested grounds were put forward. It was agreed that an objection on these grounds should be submitted on behalf of the PC by the Clerk. Cllr. Walsh would approach the Sheltered Support Officer for a list of users of Manor House.

7.10 An offer to Nook Road residents to extend their gardens – an issue between residents on Nook road and owner of the disused railway land at the rear of their properties had been brought to the attention of the PC. After discussion it was felt that the PC should not get involved but should keep a watching brief.

7.11 Report on ‘The Great Pilgrimage 90’ and Remembrance Sunday – Cllr. Baker had circulated an explanation of the purpose of The Great Pilgrimage 90. On 8th August, attendees will take part in a parade to the Menin Gate, the parish being represented by the Chairman and the Standard Bearer of the Barwick & Scholes RBL. Details regarding the RBL coffee morning and the observance of Remembrance Sunday in both villages had been publicised. It is hoped that there will be representatives of Army, Air Force and Navy present. Ward Cllr. Robinson advised that funding may be available, this had originally been declined but having made an award to Collingham & Linton RBL, it was felt that other branches of the RBL should be given similar support.

7.12 Neighbourhood Plan – 1,444 people voted in the recent referendum to adopt the Plan with 92.77% voting in favour of adoption. A final document is awaited from LCC. All Councillors will receive a printed copy of the Plan. The Plan has been ‘made’ and signed off By Tim Hill (Chief Planning Officer).

7.13 Peace Lamp proposal – Cllr. Walsh reported that grant applications to the Community Fund and to the Ward Councillor for this project had been made and that she was getting the names of those interested in being involved.

7.14 Finance and General Purposes Committee – due to the uncertainty of the future of the Parish due to the proposed de-grouping, this agenda item was deferred until a final decision is known.

7.15 East Leeds Orbital Road (ELOR) – on 6th October, Cllrs. Bedford, Dales, Davies, Hassell, Remmer and two former Councillors had met with four relevant members of LCC to discuss this proposed road and to share concerns. The notes of this meeting have been circulated and posted on Social Media. Three documents relating to the East Leeds Extension (ELE) Supplementary Planning Document (which will

be put on Social Media) have been circulated as has a notification of traffic surveys carried out on 1st November at road junctions associated with (or potentially impacted by) the route of the ELOR. Ward Councillor Robinson advised that there was an ELOR forum on 28th November and there would be a consultation event on 14th November at Cross Gates Methodist Church regarding the ELE (the statutory consultation on the ELE Supplementary Planning Document closes on 29th November). Cllr. Bedford proposed that the PC write to Adam Brannen, Head of Regeneration at LCC to request a further meeting to answer questions about matters which were not fully explained at the previous meeting and suggested that residents are advised about the junction survey and that the PC sends its concerns to the local Member for Parliament and that there is a sharing of information with neighbouring affected parishes (Shadwell and Thorner).

7.16 Village Greens and Common Land Seminar - Cllrs. Dales & Hassell had attended this training on 26th October. This was detailed and interesting. Village Greens are heavily protected. The course also covered Public Rights of Way. Cllrs. Dales, Hassell and Maude have a copy of the papers and Cllr. Beaumont also requested a set.

7.17 Leeds Branch of the YLCA meeting – Cllr. Davies had attended this on 10th October and had circulated a report to all. The key messages were the need to appoint a data controller as required by the new Data Protection legislation (this will be the Clerk) and the need to be thinking about precept and budget for 2018/19 (see item 5.3 above).

7.18 Insurance and Risk Assessment Training – Cllr. Davies & Clerk attended this training on Wednesday 11th October, a report of which had been circulated to all.

7.19 Hall Tower Hill – a public meeting had been held on 19th October and had been attended by Cllrs. Hassell, Beaumont, Bedford, the Clerk and several interested residents including Trustees and Maypole Committee members. There was full agreement that the PC take over the current responsibilities of the Trustees and the Chair has since written to instruct the solicitors accordingly. The flat area of the field has now been cut and it is forecast that there will be six or seven such cuts a year with two additional cuts of the mound. A Working Party will be set up to oversee this project with expressions of interest from Cllrs. Beaumont and Bedford and at least two local residents.

7.20 Barwick in Elmet Playing Fields Committee – the draft minutes of the meeting of 9th October had been circulated. There was a suggestion that the Tennis Courts could be used by the football clubs in the winter months. This was being considered by Tennis Club. Cllr. Hassell was in the process of applying to various sources for grant funding to secure the perimeter of the allotments.

7.21 Scholes Lodge Farm – the boardwalk had been completed and bog plants had been planted.

7.22 Dog Walker chart – a template had been circulated by Cllr. Walsh and a link to the form. Forms should be sent to LCC. There was a request to put a copy on the PC Facebook page.

7.23 Report on activity on Parish Facebook and an update on the new web-site – Cllr. Beaumont reported a busy month for the PC Facebook page with 494 followers, 2,319 unique views and 14,673 views in total. The most viewed subjects included Hall Tower Field (3,771 views), the East Leeds Orbital Road (2,234 views) and the Referendum. An online form for feedback on the de-grouping consultation had been considered but there had been no overall agreement regarding content.

Regarding the website, the designer is aiming to have this running by December. Highways information and details for the useful contacts page had been supplied. There will be three or four web editors including Cllrs. Beaumont and Bedford and the Clerk. A training session in the use of Word Press will be delivered. An associated Twitter account is proposed, Cllr. Baker will have oversight of Tweets and there will be a frequently asked questions page. The Chair would circulate an e-mail from the web designer to all.

7.24 Proposal to press for a reduction in the speed limit through the villages to 20mph – Cllr. Bedford is in the process of arranging a meeting with Kasia Szczerbinska-Speakman of LCC to take this forward.

8 PLANNING

A report of the decisions of the Planning Committee of 6th November was given and the decisions duly noted, the minutes of which would be circulated in due course. It was **resolved** that their recommendations be accepted, all were in favour.

9 REFERRALS & RISK ASSESSMENTS – concerns were expressed regarding the condition of the footway along The Avenue and regarding broken glass in Barwick in Elmet Playground.

10 TO NOTIFY THE CLERK OF MATTERS FOR INCLUSION ON THE AGENDA OF THE NEXT MEETING – Councillors were encouraged to notify the Clerk accordingly.

11 DATES OF FUTURE MEETINGS

Monday 4th December 2017: Barwick in Elmet Methodist Schoolroom (7:30pm) preceded by Planning Committee (6:30pm) and Open Forum (7pm)

There being no further business the meeting closed at 9.59 p.m.

Signed

Chairman

4 December 2017

OPEN FORUM

The Chair of Scholes Community Care urged the PC to oppose the stopping up of the highway at Belle Vue Road (item 7.9 above) reporting on the success of the Community Care group and indicating that many members relied on their cars and that there was therefore a requirement for twelve to fifteen spaces.

Other residents came to express their concerns about the ELOR (see 7.15 above), especially the new proposed layout of the Coronation Tree junction. Although this junction is accident prone, they didn't feel that this proposal was the right way to address this and suggested that the solution had to be more to do with controlling traffic speed than changing layout. They had read the 28-page PC ELOR document posted on Social Media and fully supported its content. Ward Cllr. Robinson commented on the effects of the ELOR relating to light and noise (the phrase 10 decibels *or above* giving particular cause for alarm) – he is due to meet Adam Brannen again. Cllr. Remmer had been trying to establish current levels of noise and pollution for comparison purposes. There was also an apparent lack of transparency about the modeling that has been done. The Chair noted that Highways had still not carried out previously promised actions.