

# BARWICK in ELMET & SCHOLES PARISH COUNCIL

**MINUTES of a meeting of the Finance and General Purposes Committee held on 14<sup>th</sup> July 2020 at 7pm using remote access**

**PRESENT:**

Councillor	Glyn Davies (Chair)		
Councillors	Graham Slater	Joanne Austin	Stella Walsh
	Howard Bedford	Paul Remmer	

**In attendance:** The Clerk/Responsible Financial Officer (RFO) and one resident.

1 **APOLOGIES.** Cllr. Claire Hassell.

2 **TO CONSIDER ADDITIONAL MEMBERSHIP.**

This agenda item was to give opportunity for one of the newly co-opted Councillors to join the Committee if they so wished, however, interest had been expressed interest in other Committees of the Parish Council (PC).

3 **DECLARATIONS OF PECUNIARY INTEREST.** None.

4 **TO SIGN AND APPROVE THE MINUTES**

It was **resolved** that the minutes of the Committee meeting of 26<sup>th</sup> May 2020 be approved and that the Chair sign the minutes when able to do so, all in favour.

5. **ADDITIONAL WORK REQUESTS, COSTINGS AND ACTION**

- **Scholes Lodge Lane wall work**

It was noted that work had still not commenced due to unfavourable weather conditions. This would be considered at the next meeting if there was still no progress.

- **Barwick cess pool**

The decision of the Parish Council to accept a quote for a cess pool for Barwick football changing rooms was noted and it was noted that Mount Saint Mary's football club would contribute towards the cost.

- **Secondary water meters at Scholes**

It was noted that an additional water meter for Scholes Bowling Club had been purchased.

6. **ASSETS**

The need to inspect trees on PC land was discussed. Clarity was sought regarding which trees the PC was responsible for. A 2008 report identified trees inspected in Barwick in Elmet but there was no mention of Scholes other than the memorial trees on Station Road. Cllr. Slater would speak to the Chair of Scholes in Bloom. Having determined which trees the PC was responsible for, there was a need for inspections to be done by a suitably qualified professional, the Clerk would contact the Leeds City Council (LCC) tree officer for advice and to see if he had a register showing responsibilities. The Clerk would also seek advice from Cllr. Hassell. Cllr. Davies would coordinate the information.

The PC decision to delegate to the F&GP Committee to take matters forward for the land at Scholes Lodge Lane and to consider options and costs was noted. A suggestion by a resident of Scholes Lodge Lane was shared for all to see. Various options were considered with a query about ownership of the bollards and a suggestion that any work could be done in stages. It was agreed to set up a working party to look at options and costs. The Clerk would send an e-mail to all Councillors to see who was interested in joining this working party. Cllr. Davies would write to the Scholes Lodge Lane resident. It was noted that permission to cut down previous trees was subject to them being replaced with a cherry tree and three acers.

It was noted that a few items of office equipment had been purchased since the last Committee meeting, all well below £250 in value, i.e. a solid state external hard drive, a webcam and a microphone.

## 7. SPORTS PAVILION AND FIELD IN SCHOLES

The Pavilion sub-committee had met on 10<sup>th</sup> June and 7<sup>th</sup> July.

A 'Vision for the Future' report had been shared at the last PC meeting and was on the shared drive. This showed an outdoor gym and a Multi-Use Games Area (MUGA) and a regular tennis court. Estimated costs varied and were shared with the meeting. The biggest single cost would be tarmacking and Cllr. Slater had made contact with the contractor building the East Leeds Orbital Road to see if they would be willing to donate and lay tarmac. It was **resolved** that the report be accepted in principle and that £25,000 of Community Infrastructure Levy funding money be allocated to this. The need to share this vision with residents of both villages was noted. It was **resolved** that a budget of £400 be set for production of an eight-page public information and consultation document to be distributed to all residents in both villages and a quantity of A3 colour posters prior to a presentation at the pavilion on 22<sup>nd</sup> August.

The following were noted:

- Attempts to resolve drainage issues on Scholes football pitch were ongoing.
- An agreement was being made to allow Shadwell Juniors to use the field for a four-hour period on a Sunday for £750 to include access to one changing room and for them to have responsibility for cleaning afterwards.
- The personal trainer had resumed on 15<sup>th</sup> June and had run 33 sessions and had paid £99, further monthly payments of £204 were expected.
- An offer had been made at the last PC meeting of the use of the Pavilion in support of an action group looking to raise awareness of speech impediments.

Approval for installation of lamp post for an exterior light for the Bowling Club/Pavilion/Football field car park to improve safety and discourage anti-social behaviour was deferred as this would need planning permission. This could be tied into any planning application for a MUGA pitch.

## 9. PROGRAMME OF WORKS SCHEDULE.

Cllr. Davies suggested that the programme of works document should be used to plan works but was instead being used as a retrospective reporting tool. It was agreed that the programme of works schedule document be put on hold.

Cllr. Slater had carried out safety checks of items in Scholes on the asset register in 2019 and agreed to carry out similar checks in the coming month. Cllr. Walsh confirmed that the Peace Flame and the associated benches are checked regularly. The need to check assets in Barwick in Elmet was noted and the Clerk would send an e-mail to ask for volunteers.

## 10. Finance

- The forms necessary to set up an account had been completed and signed by the Clerk and two Councillors. Cllr. Bedford agreed to drop off his forms appropriately signed with the Clerk following the meeting.
- It was noted that following formal approval of the Annual Return at the June meeting, the necessary paperwork has been sent to the External Auditor and the notice of Exercise of Public Rights has been displayed in notice boards and on the website.

## 11. DATE OF NEXT FUTURE MEETING

The next meeting date would be on Tuesday 15<sup>th</sup> September at 7pm using remote access technology unless advised otherwise.

The meeting closed at 8:28pm

**Summary of actions:** Cllr. Bedford (item 10), Cllr. Davies (item 6), Cllr. Slater (items 6 and 9) and the Clerk (items 6 and 9).