

**MINUTES of the PARISH COUNCIL MEETING**

held on Monday 5<sup>th</sup> July 2021 at 7:45pm in Barwick in Elmet Village Hall

**PRESENT:**

Councillor	Phil Maude (Chair)		
Councillors	Mike Brunt	Claire Hassell	Graham Slater
	Alexandra Cantelo	Paul Remmer	Stella Walsh
	Karen Dales		

**In attendance:** The Clerk, Ward Cllr. Sam Firth and six residents.

The Chair welcomed everyone to the first face to face meeting for well over a year.

**1 APOLOGIES.**

- Apologies for absence had been received from Cllr. Ward and were noted.
- The resignations of Howard Bedford and Glyn Davies were noted. The deadlines for ten electors to request that these vacancies be filled by election were 3<sup>rd</sup> and 24<sup>th</sup> June 2021 respectively and both vacancies could now be filled by co-option.

**2 DECLARATIONS OF PECUNIARY INTEREST.** None.

**3 PUBLIC PARTICIPATION**

Six residents were in attendance, no issues were raised.

**4 MINUTES OF PREVIOUS MEETING.** It was **resolved** that the minutes of the Parish Council (PC) meeting (1/2021) held on 5<sup>th</sup> May 2021 (627-629) having been circulated, be approved, all in favour.

**5 OTHER ITEMS**

**5.1 The Queen's Platinum Jubilee.** Cllr. Hassell was in contact with the Maypole Committee, and it was noted that there were plans that the maypole may be put up on the day of Platinum jubilee and a suggestion of a beacon on the top of Hall Tower Hill. It was **resolved** to defer to another meeting consideration of how the Parish Council (PC) can organise and support events in the Parish to mark the Queen's Platinum Jubilee, all in favour.

**5.2 Committee and role vacancies following the resignations of Howard Bedford and Glyn Davies**

- a. It was **resolved** that Cllr. Cantello have responsibility for overseeing the Twitter account, all in favour.
- b. It was **resolved** that Cllr. Brunt take on the role of Internal Controls Officer, all in favour.
- c. It was **resolved** that Cllr. Slater fill the vacancy on the Planning Committee, all in favour.
- e. Cllr. Walsh was thanked for agreeing to take over producing the quarterly newsletter.
- f. Cllr. Cantelo was thanked for agreeing to attend the Police and Community Together (PACT) meetings.
- g. It was **resolved** that Cllr. Brunt be the replacement signatory on the bank account, all in favour.
- h. It was **resolved** that Cllr. Ward be the representative on the Community Fund, all in favour.

**5.3 Leeds Road closure.** The chair of the East Leeds Orbital Road Group addressed the PC. The following points were noted;

- The closure would be 23<sup>rd</sup> July to 6<sup>th</sup> September – this was the minimum period. The greater part of the closure would allow a roundabout to be built, this had to be level. The contractor had an incentive to complete the work as quickly as possible as work on the junction with the A64 could not commence until Leeds Road had reopened.
- Road closure signs were due to be erected on the 5<sup>th</sup> July. A letter had been published on their website.
- The contractor had extended working hours to 9pm, six days a week.

- A letter had been received from Gary Bartlett (LCC Head of Highways). It contained an apology for miscommunication and set out a series of mitigation measures
- It was felt that consultations with the contractor were purely to give the impression that they were listening to concerns. The Ward Cllr. felt that there should have been more representation from the beginning.
- The chair had obtained reassurances that the closure of Leeds Road would not coincide with the closure of the A64 (the A64 closure would just be at weekends).
- Alternative routes during the closure of the A64 had not been specified.
- There were concerns about the effects of the closure of Leeds Road and Skelton Lane on Festival traffic.
- Details of the changes to bus services and the shuttle bus were still awaited. There were proposals by LCC to leaflet both villages.
- There was a concern that the weight limit on the bridge at Scholes Lane End was being lifted. The contractor had given assurances that the condition of the bridge would be inspected prior to the lifting of any weight limit.
- There were concerns about the effect of the closure on emergency services which had been passed to Leeds City Council.
- A form would be set up on the website with Cllr. Remmer as the contact.
- No calming measures were proposed and there were no proposals for any temporary alterations to the Coronation Tree junction.
- The PC did not support any forms of direct action.
- It was noted that the main point of contact for ELOR was Rob O'Brien.

It was **resolved**

- That Leeds City Council be advised that the Parish Council is disappointed that Leeds Road has to be closed for a 6-week period.
- That residents who encounter problems on the highway network resulting from the closure pass their concerns onto the Parish Council through the website. Councillor Remmer agreed to liaise with the ELOR team to see that these problems are resolved as soon as possible
- That Leeds City Council be asked to consult and advise the Parish Council about the proposed closure of the A64 for two weekends and the diversions which are to be signposted, and also to keep the Parish Council notified and consulted about road closures and diversions required for the Leeds Festival

**5.4 Pavilion Subcommittee.** It was **resolved** that Cllr. Brunt join the Pavilion Subcommittee, all in favour.

**5.5 Environment Committee.** The Environment Committee had met and were not suggesting adjustments to the existing committee structure and were instead recommending an Environment Champion for each village, a specification of this role need to be established and agreed.

**5.6 Capital programme.** It was **resolved** to defer this agenda item to the next meeting, all in favour.

**5.7 Finance and General Purposes (F&GP) Committee.** The Committee had met, and the draft minutes noted. The Committee had considered a report of a meeting with Leeds City Council's Playground Fabrication manager held on-site on 7<sup>th</sup> June 2021 and had noted that scalplings had been delivered for Rakehill Road. It was **resolved** to accept a recommendation of the Committee that the suggested Reserves Policy be adopted, all in favour.

**5.8 A64 improvements consultation.** There was discussion about a consultation on A64 improvements between Marsh Lane and Whinmoor and a proposed Park and Ride. There have currently been 69 responses on the PC website, roughly 60% in favour and 40% against. Ward Cllr. Firth stated that he and his fellow Ward Councillors fully supported having a Park and Ride but felt that the proposed location of Whinmoor Grange (opposite the garden centre on the A64) was inappropriate and felt that there were better sites elsewhere. Other proposed sites such as Grimes Dike had been ruled out. The Harewood Ward Councillors would be writing to all Scholes residents. With more people now working from home, the need for a park and ride was questioned and the apparent contradiction of building park and ride to reduce traffic at the same time as building a new orbital road and whether investment in local bus services (such as the one in Scholes) was better use of public money. The Park and Ride was aimed at commuters (as opposed to attracting tourists). Future plans to introduce air-quality charges on traffic entering Leeds would increase demand for park and ride services but the location would mean some people, especially those who would in due course live in the new East Leeds Extension

development travelling out of the city to then go back in. It was **resolved** that the Chair draft a reply to the consultation and circulate to Councillors for comment before submitting, all in favour.

**5.9 Local Centres Project.** The Clerk had attended a meeting of the Local Centres Project on 24<sup>th</sup> June and a report of that meeting had been circulated along with recommendations. It was **resolved** that this be delegated to the F&GP Committee for further consideration on the understanding that the PC would not support (except by application thorough the grants process) the 20% contribution that the shops needed to contribute, all in favour.

**5.10 Update from Staffing Subcommittee.** Cllr. Walsh advised the meeting that the Clerk's annual appraisal was due towards the end of the month. A grading system was being trialed and Councillors were asked to respond accordingly.

**5.11 Training. It was noted that:**

- Cllrs. Slater and Ward had attended a Grant Funding webinar on 10<sup>th</sup> May 2021
- Cllr. Cantelo had attended parts 1 and 2 of Off To A Flying Start training (18<sup>th</sup> May and 30<sup>th</sup> June),
- Cllr. Slater had attended a Productivity and Finance virtual summit for councils (29<sup>th</sup> June)
- Cllr. Cantelo was booked on a YLCA webinar "A basic understanding of the Planning System" on 6<sup>th</sup> July.

**5.12 Website.** Reports showing the number of hits on each page of the website in May and June had been circulated.

## **6 PLANNING MATTERS**

It was noted that the Clerk has used his delegated authority to respond on behalf of the PC to planning applications, these would be reported to the next Planning Committee. He thanked Councillors for their comments which had helped informed the responses.

## **7 FINANCE**

**7.1** The **cash book, bank reconciliation statement, screen print and budget monitor** had been circulated and showed twenty-four BACS payments made in May & June amounting to £5,321.47. There were also eleven direct debits totalling £626.91. The bank balances totalled £138,604.53, which included the receipt of a full years' precept.

**7.2 Cash Book.** The Responsible Financial Officer (RFO) had circulated the cash book. He reported on three invoices received since this had been distributed. It was **resolved** that anticipated payments shown on the Cash Book be approved (seventeen BACS payments totalling £2,523.16 and four direct debits totalling £203.24), all in favour.

**7.3** It was noted that the **Notice of Public Rights and Publication Of Unaudited Annual Governance & Accountability Return** for the year ended 31 March 2021 had been published on the website and in the notice boards and that these documents would be available for inspection from 7<sup>th</sup> June to 16<sup>th</sup> July 2021 and it was **resolved** that this be recorded in the minutes, all in favour.

**7.4 Insurance.** It was noted that following consultation with members of the F&GP Committee, the Clerk has given appropriate instruction to the insurance brokers regarding renewal premium.

**7.5 Telephone.** It was noted that under delegated authority, the Clerk had renewed the agreement with the landline provider to switch to a business tariff to include a dongle device in the Pavilion to allow hirers to use devices requiring Internet connection.

## **8 CORRESPONDENCE**

The list of correspondence items 3116-3137 had been circulated

- **3125** was from a resident regarding overflowing drains leaving excrement and toilet paper on their parent's patio on Scholes Main Street. There had been a meeting about this with Ward Councillor Ryan Stephenson over a year ago. Ward Councillor Sam Firth was at the meeting and offered to pursue this with Yorkshire Water Authority (their external affairs team). Cllr. Remmer is a drains expert and he felt that Yorkshire Water Authority would not treat this with any degree of urgency unless there was damage to property. He suggested that there was a risk of the excrement etc. being trodden into the carpet then that would be classed as damage to property and raise the priority with Yorkshire Water Authority. Cllr. Dales advised that she has a contact at Yorkshire Water Authority.
- **3132, 3135 and 3136** were all from residents regarding the removal of hedgerows on Public Right of Way 42 (Carrfield Road). The Ward Councillor was aware of this as there had been much concern in the village about this. The Leeds City Council (LCC) public rights of way officer was also aware. This would be an agenda item for the next Planning Committee.
- **3133** was from a resident regarding the untidy condition of the former railway bridge in Scholes. This had last been discussed at the February PC meeting. There were reports of fly-tipping over the bridge onto the disused railway below. Before any action can be taken, the ownership of the bridge needed to be established and it was noted that if a working party was set up to paint the bridge, then traffic management would need to be in place. There was a suggestion that the contractor building the orbital road might show some goodwill and offer appropriate support. It was agreed that this be an agenda item at the next meeting.
- **3134** was from a resident regarding the poor sight line on Leeds Road and asking if it is possible for traffic mirror to be put up on the lamppost on the opposite side of the road. Cllr. Brunt had suggested having a mirror at the Rakehill Road/Station Road junction. This would be an agenda item next time and in the meantime, the Clerk would make enquiries of LCC Highways.

## 9 ACTION TRACKER

The Clerk had circulated the Action Tracker showing all ongoing actions. It was noted that the signs for Scholes Sports field had arrived and one of these had been put up.

## 10 CRIME REPORT

Reports on the PACT (Police and Communities Together) meetings of 13<sup>th</sup> May 2021 and 24<sup>th</sup> June attended by Cllr. Cantelo had been circulated. One case of anti-social behaviour was part of an ongoing investigation. It was noted that the crime mapping software points to the central location of the area rather than to the specific street and that a minimum of eight properties needed to be affected before registering on this software. A pilot scheme of having surgeries was being run in Thorner. A community alert system had been created and this could be communicated by the website and the newsletter. A coordinator was being sought to set up a Neighbourhood Watch scheme in Barwick. There had been three burglaries since the previous PACT meeting. Cllr. Cantello had raised concerns at the last meeting about speeding on Main Street, Station Road and Belle Vue Road in Scholes. Leeds has lost forty-five Police Community Support Officers. Information about an alert app. was shared.

## 11 DATES OF FUTURE MEETINGS

It was **resolved** that there be a meeting in August.

Dates of forthcoming meetings:

Next PC meeting - Monday 2<sup>nd</sup> August 2021 at 7pm.

Finance and General Purposes (F&GP) Committee – 13<sup>th</sup> July 7pm Pavilion

Planning Committee – 16<sup>th</sup> July 2021, 7pm, Pavilion

Note: The wording of agenda items to be submitted in writing to the Proper Officer at least ten clear days before a meeting.

There being no further business the meeting closed at 9:35pm.

Signed

Chair  
2 August 2021