

**MINUTES of the PARISH COUNCIL MEETING**

held on Monday 4<sup>th</sup> October 2021 at 7pm in Saint Philip's Church.

**PRESENT:**

Councillor	Phil Maude (Chair)		
Councillors	Carl Atkinson	Alexandra Cantelo	Paul Remmer
	Mike Brunt	Claire Hassell	Graham Slater
	David Budd		

**In attendance:** The Clerk and one resident.

The Chair welcomed everyone to the meeting.

**1 APOLOGIES.** Cllrs. Dales, Walsh and Ward.

**2 BARWICK WARD VACANCIES.** It was **resolved** to co-opt Carl Atkinson and David Budd to fill two of the three vacant positions on the Barwick Ward, all in favour.

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

**4 PUBLIC PARTICIPATION**

- One resident was in attendance. She asked for an update on the proposals for speed restrictions in the two villages. There were no Ward Councillors present to advise her of the latest situation, the Chair advised that there were some objections to imposing 20mph restrictions on arterial roads which had slowed progress of the proposals.
- The resident enjoyed watching children going to school but had concerns about inconsiderate parking and commented on the reluctance of parents to walk children to school. The Chair had a meeting arranged with Rob O' Brien (the East Leeds Orbital Road Project Manager) the following day and would mention this
- Concerns were expressed about dogs not being kept on leads and allowed to run across the sports fields and the health risks to children attending football coaching. There would be an item on the November meeting agenda to consider this.

**5 MINUTES OF PREVIOUS MEETING.** It was **resolved** that the minutes of the Parish Council (PC) meeting (4/2021) held on 6<sup>th</sup> September 2021 (640-642) and the minutes of the extra-ordinary meeting of the PC (5/2021) held on 20<sup>th</sup> September 2021 (643-644) having been circulated, be approved, all in favour.

**6 CORRESPONDENCE**

The list of correspondence items 3147-3152 had been circulated.

- **3147** was from a resident regarding bins in Scholes not being emptied (especially the ones situated near the bowling green and the one at the end of Belle Vue Ave and Rakehill Road) and poo bin dispensers being empty. It was noted that since then, Leeds City Council (LCC) had been emptying the bins.
- **3151** was from a resident of Kiddal wanting an update on broadband coverage. A former Councillor had taken the lead on this. The Clerk would forward previous correspondence on this matter to Cllr. Atkinson.

## 7 OTHER ITEMS

### 7.1 Matters brought to the PC by the Finance and General Purposes Committee

- a. Barwick in Bloom had vacated the garage leaving a small amount of PC equipment and it was felt inappropriate to pay an annual rent of over £500 for under-used storage. It was **resolved** to accept the recommendation of the Committee to consider the purchase of a shed at an estimated cost of £600 to go at the side of the Pavilion and to use the loft space in the Pavilion for anything requiring dry storage conditions and that the rental of the garage be cancelled in due course.
- b. It was **resolved** to accept the recommendation of the Committee that the PC adopts a policy of planting three new trees for every one cut down. It was noted that trees planted on Jack Heaps field by Barwick in Bloom had not survived and that there may need to be engagement with suitably qualified professionals regarding tree species and appropriate locations. It was noted that four cherry trees would be planted on Scholes Lodge Farm.
- c. It was **resolved** to accept the recommendation of the Committee that the PC adopts revised Financial Regulations which allow the refund of Pavilion deposits without waiting for formal PC approval.
- d. The following decisions of the Committee were noted
  - i. Acceptance of a quotation for the cutting of a tree on Jack Heaps field.
  - ii. Agreement to the purchase of gifts for newsletter delivery people.
  - iii. Deletion of items from the asset register (gazebo, waste bins identified as belonging to LCC)

### 7.2 Platinum Jubilee.

It was noted that there would be a meeting to bring together groups and individuals planning activities and events for the Platinum Jubilee for Her Majesty Queen Elizabeth II (Barwick Village Hall, 7pm, Thursday 7<sup>th</sup> October 2021). The Maypole Committee were planning the raising of the maypole on the actual day of the Jubilee. It was also noted that a former member of Barwick Historical Society had left a legacy to them and the Society had decided to give £5,000 of that to the Maypole Committee. Cllr. Hassell had booked a climbing wall – this would cost about £400 and it was hoped that the Maypole Committee would fund this. A Barwick resident has the beacon used for previous major events which may be utilised. Fireworks were suggested and it was suggested that planting of trees be promoted. A Scholes resident was planning a “Mad Hatter’s Tea Party” themed event of Scholes Lodge farm field with tea, coffee and toilet facilities being available from the churches and the Women’s Institute had been invited, this would be on the Sunday afternoon. There was a suggestion of a minibus to link events in each village. There was a suggestion that Scholes gala be part of the overall plan of activities over the bank holiday weekend and that a jazz band be considered. Cllrs. Hassell, Maude and Slater would attend the meeting in the Village Hall and Cllr. Remmer was willing to assist. There would be an agenda item at the next meeting to report on this.

### 7.3 Benches

Progress made regarding the resolution passed at the September meeting to place benches in the Parish was reported. There had been expressions of interest through social media and from Barwick Historical Society. Locations in Barwick were considered such as Hall Tower field. It was also suggested that some existing benches in need of repair could be replaced (it was noted that some benches may belong to LCC). Benches with arms on the side were preferred. It was agreed that those wanting to sponsor a bench should fill in an application form – the Chair and Clerk would produce this and that the website and newsletter be used to communicate this to residents. Bench costs were estimated as £500 and the VAT claimed back could be used to pay for the fitting. Plaques were about £50. The PC would retain the right to remove any bench should the location prove unsuitable. Residents whose property boundaries adjoined (or were close to) proposed locations would be consulted, this would be in writing by hand-delivered letters. The Chair agreed to confirm with the LCC Highways officer that benches could be placed on those locations which were public highway. Cllr. Brunt agreed to establish suitable locations for benches in Barwick. It was **resolved** to progress this as described above.

### 7.4 Strategic plan

Cllr. Brunt had circulated a report on this with an example of a strategic plan adopted by a nearby parish. He offered to act as secretariat. He would contact each Councillor in turn and interested groups. His

report contained a suggested path and timescales and a suggested list of strategic themes. He would ensure that the plan meshed with the Neighbourhood Plan. It was **resolved** to proceed as suggested and to adopt his report.

### **7.5 Barriers in the garage**

It was noted that there were twelve barriers in the garage bought in 2012. Subsequent events had prevented them being used for the purpose for which they were purchased. Two could be used as bicycle racks for the “Vision for the Future” project. Cllr. Cantelo agreed to establish any areas in Scholes where the other barriers could be used to prevent unauthorised access to PC land and Cllr. Atkinson would do likewise in Barwick. It was **resolved** to retain the barriers in the meantime and defer any proposal to sell them to another meeting once alternative uses had been explored.

### **7.6 “Vision for the Future” project.**

Cllr. Slater was thanked for the tremendous amount of work he had done on the project. He gave a report of the history of this project – in particular for the benefit of the new Councillors. There was a discussion about whether a Clerk of Works was needed to oversee the project and it was noted that Aberford PC had recently completed a similar major project. A contract would be put together, it was **resolved** that the PC indemnify the composer of this document. This would be an agenda item at the next meeting to consider this further.

### **7.7 Bridge over the disused railway.**

Inspection reports done by Heritage Railways England on the bridge over the disused railway had been circulated. The last time this had been properly painted was 2010. It was **resolved** that permission be sought to paint the bridge as its current condition was having an adverse impact on the village and that it be decorated with murals and flower beds with buffers.

### **7.8. Website and Social Media report.**

Cllr. Cantelo reported on recent posts on Twitter including some re-tweets many of which also appeared on Facebook. Ward Cllrs. Firth and Robinson were tagged.

## **8 PLANNING MATTERS**

- i. It was **resolved** that the minutes of the Planning Committee meeting of 16<sup>th</sup> August 2021 be approved.
- ii. The Clerk had circulated a report of the decisions he had made using delegated authority.

## **9 FINANCE**

- 9.1. The **cash book, bank reconciliation statement, screen print and budget monitor.**  
It was noted that the External Auditor’s report had been received at 3:15pm on 30<sup>th</sup> September 2021 giving very little time for the Responsible Financial Officer (RFO) to comply with statutory publication requirements and too late to be an agenda item.
- 9.2. The RFO noted that following the decision at the September meeting, allotment renewal letters had gone out resulting in numerous entries on the receipts part of the cash book. There had also been income from Pavilion hire and a refund by the Information Commissioner. There was a query about a proposed payment to the Royal Mail, this being for annual renewal of the licence for the postage-paid envelopes. The External Auditor’s fee was added to the list of anticipated payments, and it was **resolved** that these payments be approved (Nineteen BACS payments totalling £2,988.17 and five direct debits totalling £196.53), all in favour. Cllr. Slater did not vote as one of the payments related to an expenses claim.

## **10 ACTION TRACKER**

The Clerk had circulated the Action Tracker showing all ongoing actions. Many of the items related to the Finance and General Purposes Committee and he had amended the tracker to show these on a separate worksheet of the spreadsheet and noted the latest position regarding appointing an environment champion. There was discussion about an advertisement for a business.

## 11 CRIME REPORT

Cllr. Cantelo reported on the PACT (Police and Communities Together) meeting of 16<sup>th</sup> September (attended by Cllr. Atkinson) noting that sixteen motorists had been spoken to by an officer for speeding on the A58 near Scarcroft. Four speed warnings had been issued and one driver had been caught driving over the speed limit without a license

Concerns had been raised at the PACT meeting regarding traffic for the Festival and there had been an action that complaints regarding road closures due to the Festival to go directly to Festival Republic. This action was challenged at the PC meeting as it was felt that the Police and LCC Highways should accept responsibility for any complaints arising. The reason for the very late change to the "soft-closure" of one of the road junctions had not been explained and it was felt that the Police who made this change should provide a written explanation. At the last Outer North-East Community Committee meeting, it was agreed that a Leeds Festival Working Group should be established to discuss local concerns about the Festival and Cllr. Hassell volunteered to be the PC representative. There would be an agenda item next time to consider this further.

Cllr. Atkinson provided an update on the Neighbourhood Watch scheme. It was noted that the number of cases of anti-social behaviour had reduced. The need for more Police visibility was highlighted and it was noted that there was a pilot scheme for a Police surgery in Thorner.

## 12 DATES OF FUTURE MEETINGS

Dates of forthcoming meetings:

**Parish Council** – 1<sup>st</sup> November 2021

Meeting with Community organisations to consider plans for the **Queen's Platinum Jubilee**, Thursday 7<sup>th</sup> October 2021 Barwick Village Hall.

**Scholes Playing Fields Committee** – Monday 11<sup>th</sup> October 2021 at 7:30pm

**Finance and General Purposes Committee** – 12<sup>th</sup> October, 7pm, Pavilion

**Barwick Playing Fields Committee** – Monday 25<sup>th</sup> October 2021 at 7:30pm, Barwick Methodist Schoolroom

The Chair was unavailable for the Barwick Playing Fields Committee and the vice-chair agreed to chair the meeting

There being no further business the meeting closed at 9:40pm.

Signed

Chair

1 November 2021