

MINUTES of the PARISH COUNCIL MEETING

held on Monday 1st November 2021 at 7:30pm in Barwick Village Hall.

PRESENT:

Councillor	Phil Maude (Chair)		
Councillors	Carl Atkinson	Claire Hassell	Stella Walsh
	Mike Brunt	Paul Remmer	Jacqueline Ward
	David Budd	Graham Slater	

In attendance: The Clerk and four residents.

A minute's silence was observed to remember former Parish Councillor Howard Bedford who had died the previous month.

1 APOLOGIES. Cllrs. Cantelo and Dales.

2 DECLARATIONS OF PECUNIARY INTEREST. None.

3 PUBLIC PARTICIPATION

- A resident had joined the Chair in attending a meeting to consider the proposed Country Park and expressed disappointment feeling that it was a waste of time as decisions had already been made and that the meeting was purely to give the appearance of consultation. There was a proposed follow-up meeting.
- The resident asked if there were plans to resume the monthly surgeries now that the café venue had reopened. There would be an agenda item next time to consider this.
- The resident asked if the Parish Council (PC) had any means of advertising events for the Platinum Jubilee for Her Majesty Queen Elizabeth II other than the newsletter. Other than digital platforms, the newsletter was the only way the PC could communicate this.
- Another resident asked about the benches policy. The Chair advised that he would allow her to speak when this agenda item (6.12) was considered.
- Two other residents expressed frustration regarding their planning application for the former rectory. They also had the lease of the Gascoigne Public House and were keen to settle into the Parish but were disappointed with the time taken for Leeds City Council (LCC) to determine their application (seven months) and were seeking PC support to get a decision. They had been dealing with Ward Cllrs. Firth and Stephenson. The plans had been revised, the wall in the conservation area would be retained and they had dropped the left house so that there was no visual impact. The Clerk would check whether the PC had commented on this application.

4 MINUTES OF PREVIOUS MEETING. It was **resolved** that the minutes of the PC meeting (6/2021) held on 4th October 2021 (645-648) having been circulated, be approved, all in favour.

5 CORRESPONDENCE

The list of correspondence items 3153-3162 had been circulated.

The Ward Cllr. commented on 3153 (resident regarding the 11/11A bus service wanting to know who operates the service on a Sunday) and 3161 (resident requesting a grit box at the corner of Parlington Meadow/Long Lane). Ward Cllrs. had been disappointed that they had not been made aware of the changes to the bus service and that that the daytime service for the 11/11A bus was now being run by CT. They were also disappointed that the Harewood ward had been excluded from the Flexibus service. He also commented that issues could be raised at the bus forum.

Regarding grit boxes, he offered to look into funding for this.

6 OTHER ITEMS

6.1 Matters brought to the PC by the Finance and General Purposes Committee

- a. The Committee had recommended that a £200 donation be made to the local branch of the Royal British Legion for the 2021 Remembrance Day commemoration. It was noted that at a previous PC meeting, a resolution had been passed allowing £200 to be given annually to the local branch of the Royal British Legion.
- b. The meeting noted the decisions of the Committee regarding: cancellation of the Zoom subscription; future newsletters be printed on recycled paper; a local farmer be contracted to cut the Scholes Sports field hedges. The East Leeds Orbital Road group and the Neighbourhood Plan Group were still using zoom for their meetings and the latter were considering continuing the subscription paid for out of their own budget.

6.2 Platinum Jubilee for Her Majesty Queen Elizabeth II

There had been a meeting with local community groups to coordinate plans for the Jubilee. Notes of the meeting had been circulated and the contents noted. Since the meeting the event due to take place on Scholes Lodge Farm on the Sunday had been brought forward and would now take place on the Saturday. It was **resolved** that the PC pay for the hire of a climbing wall in the event that an application for grant funding from LCC's youth fund was unsuccessful. Cllr. Slater had made enquiries regarding the availability of a minibus which would not otherwise be being used that weekend and the possibility that LCC would allow this to be used as a shuttlebus, the PC would only have to pay the drivers wages. Ward Cllr. Robinson had liaised with Ward Cllr. Firth about this. It was **resolved** that consideration of this offer be deferred to the next meeting.

6.3 Scholes Sports fields and Dog-Fouling issues

Following concerns raised at the Public Participation at the October meeting and concerns expressed at the Scholes Playing Fields Committee and in correspondence item 3160, it was **resolved** that dogs not be allowed on the sports field and only allowed around the perimeter of it if they are kept on a lead.

6.4 Strategic plan

Cllr. Brunt updated the meeting regarding the Strategic Plan noting the need to integrate it with the Neighbourhood Plan as the Neighbourhood Plan does not address objectives 3 (how are we going to get there?) and 4 (how will we know when we have arrived?). He was seeking views from Councillors on community safety.

6.5 "Vision for the Future".

A quotation for a utility mapping survey of the Pavilion and Scholes Sports pitches had been circulated. Cllr. Remmer advised the meeting that he had been able to reach an agreement with the contractor that the survey be done free of charge and that it also included the land on Scholes Lodge Lane. He was thanked for the time he had spent negotiating with the contractor. Cllrs. Remmer and Walsh had met onsite with the contractor doing the "Vision for the Future" in order to clarify the work itemised in his quotation. A revised quotation was expected, to include an outdoor table tennis table and access gate and lighting for the car park. There was no need to use a separate contractor for access control as the contractor doing the other work was able to include this in his quotation (the advantages of a card system as opposed to a fob system were discussed). The grant funders would need to be advised of the changes. It was noted that the Veolia finance agreement has been received and signed.

6.6 LCC proposals for the provision of football pitches behind the Arium.

LCC proposals for the provision of football pitches behind the Arium were noted. It was **resolved** that the PC press for a public footpath link to Miry Carr Lane. Ward Cllr. Firth encouraged those present to comment on the proposals. There would be an agenda item next time to receive an update on the East Leeds Extension.

6.7 To consider a proposal that the Verity Strip be resurfaced.

It was noted that it was likely to be quite some time before a decision was reached from LCC regarding the Verity strip and it was suggested that in the meantime, work be carried out to repair the access to the cricket

car park and the allotments. Enquiries had been made and three written quotations (using specifications drafted by Cllr. Remmer) were awaited. There was £8,000 in the budget for this. It was **resolved** to wait for the quotations to be received and that this be an agenda item at the next meeting, all in favour.

6.8. Scholes Lodge Farm.

The draft minutes of the Scholes Lodge Farm subcommittee meeting of 29th September 2021 had been circulated and the contents noted. An application had been made to the Community Fund for a grant of £350 for the finance of spring bulbs, wild meadow flower seeds and trees and an approach had been made to the Arium. It was noted that the purchase of cherry trees could be made by the Clerk using his delegated authority.

6.9 De minimis value for requirement for contractors to agree to the Parish Councils' terms and conditions.

Cllr. Remmer had drafted an agreement to give to contractors stating the terms and conditions under which work would be carried out for the PC. There was discussion as to whether there should be a de minimis value at which such contracts be entered into. It was **resolved** that the Clerk seek advice from the Yorkshire Local Councils Associations (YLCA), all in favour.

6.10 Outer North-East Festival Working Group.

At the October meeting, Cllr. Hassell volunteered to be the PC representative on the Leeds Festival Working Group being set up by the Outer North-East Community Committee. This group had not met since the last PC meeting and was due to meet on 2nd November following which Cllr. Hassell would report on the discussions.

6.11 Remembrance Day Bugler.

There was discussion about whether to pay the bugler for the Remembrance Day Commemoration. It was **resolved** that the donation to the Royal British Legion (item 6.1 above) be increased to £300 rather than making a direct payment to the bugler.

6.12 Benches – policy and locations in Barwick.

Cllr. Brunt had circulated a report showing proposed locations of benches in Barwick in Elmet and a draft policy on placement and sponsorship of benches. There was discussion about the design and the material of benches with a suggestion that those wanting to sponsor a bench be given a choice of three, four or five designs to choose from. It was decided that residents be given opportunity to comment on the draft bench policy and that there would be an agenda item at the January meeting to adopt the policy and an agenda item at the December meeting to report on progress. There was feedback on some of the wording of the policy. This would give time for the newsletter to be used as part of the consultation process. Regarding the map showing proposed locations, it was agreed that the LCC Highways Officer be given opportunity to comment on the suitability of these (including the Morgan Cross junction) and give permission accordingly.

6.13 Councillor attendance at training and consultation events.

- "A Basic Understanding of the Planning System", Cllr. Cantelo, 12th October.
- YLCA Leeds Branch meeting, Cllrs. Hassell and Maude, 19th October.
- Harewood Ward PC Speed Indicator Meeting, Cllr. Slater, 30th September.
- Park and Ride Meeting at Leeds Civic Hall, Cllrs. Maude & Remmer, 15th October.
- YLCA new Councillor training, Cllrs. Atkinson & Budd, 26th and 28th October.

Cllr. Maude reported that the other delegates at the YLCA branch meeting were not supportive of any proposals to revise PC boundaries which resulted in removing residents from the Parish.

6.14 Playing Fields Committees.

The draft minutes of the Playing Fields Committees had been circulated and the contents noted. A proposal that the PC investigates having electronic access from the car park to Scholes playing fields was not supported.

6.15 Website and Social Media report.

The Clerk was asked to introduce a new section on the website to report on matters relating to the Local Care Partnership.

7 PLANNING MATTERS

- a. The Clerk had circulated a report of the decisions he had made using delegated authority, the contents of which were noted.
- b. It was **resolved** to defer a decision to reinstate the Planning Committee to the December meeting to allow time for other options to be considered.
- c. Application 21/05989/FU/NE - Garforth Driving Range, Long Lane - Demolition of existing buildings and erection of Crematorium with associated access, car parking and landscaping. The Chair reminded everyone of the reasons cited by the Planning Inspector at appeal for rejecting a previous application for this site. It was noted that there had been some changes to the new application but these changes were not substantial and that the reasons for the rejection of the previous application were still valid. Cllrs. expressed their views noting that public highway access to the site was not conducive to funeral corteges (possibly one every twenty minutes during peak periods) and noting the high number of traffic accidents on this stretch of road, the lack of public transport and the fact that the other more appropriate sites were available. It was **resolved** that the Chair liaise with the Clerk to draft a reply taking into account the views expressed and that this would then be circulated to Councillors for comment prior to submission. The published deadline for comments is 24th November.

8 FINANCE

- 8.1. **Scholes Lodge Farm budget.** It was noted that there was £95 left of the £1,200 budget for Scholes Lodge Farm and there were invoices for £220 and £60 still to be paid. It was **resolved** that the budget be increased by a further £750 to be taken from reserves. Meanwhile Cllr. Slater had applied to the Ward Councillor environment fund for £700 for spring bulbs, wild meadow flower seeds and trees and a grant of £350 had been awarded so the Application to the Community Fund be no longer pursued.(see item 6.8 above).
- 8.2. The Responsible Financial Officer (RFO) had circulated the cash book and bank reconciliation for October and the contents were noted. He had been chasing Her Majesty's Revenue and Customs for a VAT refund, this had been delayed due to the PC changing bank account but would be paid soon.
- 8.3. It was **resolved** that the list of twenty-eight anticipated payments totalling £2,670.42 be approved (five direct debits totalling £196.53 and twenty-three BACS payments totalling £2,473.89). The £300 payment approved above (item 6.11) would be added to these payments.
- 8.4. It was noted that Cllr. Slater had negotiated a £250 contribution to Parish Council funds from Lloyds Bank in compensation for administrative errors on the part of the bank. Cllr. Slater was thanked for dealing with this.
- 8.5. It was noted that the **External Auditor's report** had been received on 30th September 2021 and that the RFO had that day displayed a copy of their report and the Notice of Conclusion of Audit on the website and in notice boards comply with statutory publication requirements.

9 ACTION TRACKER

The Clerk had circulated the Action Tracker showing all ongoing actions. There was a query regarding an action from the October meeting "Permission to be sought to paint the railway bridge". The Clerk was unsure who had agreed to take this action and would circulate an email seeking clarification.

10 CRIME REPORT

There were concerns about pavement-parking near Scholes (Elmete) Primary School (expressed in correspondence item 3159). It was **resolved** to ask Cllr. Cantelo to raise these concerns at the next PACT (Police and Communities Together) meeting. It was noted that there were proposals by the Police to issue tickets to those parked on the footway.

11 DATES OF FUTURE MEETINGS

Dates of forthcoming meetings:

Parish Council – 6th December 2021, 7pm, Saint Philip's Church.

Finance and General Purposes Committee – 9th November, 7pm, Pavilion.

There being no further business the meeting closed at 9:30pm.

Signed

Chair

6 December 2021