

MINUTES of a meeting of the Finance and General Purposes Committee

held on Tuesday 15th March 2022 at 7pm in Scholes Pavilion.

PRESENT: Councillor Claire Hassell (Chair)
Councillors Mike Brunt Graham Slater
Paul Remmer Jacqueline Ward

In attendance: Cllr. Ragg and the Clerk.

- 1 **APOLOGIES.** Cllr. Walsh
- 2 **DECLARATIONS OF PECUNIARY INTEREST.** Cllr. Hassell as having an allotment plot.
- 3 **MINUTES OF PREVIOUS MEETING.** It was **resolved** that the minutes of the Committee meeting (10/2021) held on 22nd February 2022 (51-53) having been circulated, be approved, all in favour.
4. **ACTION TRACKER**
 - 4.1 **Benches consultation**

The next newsletter would give residents the opportunity to respond to the consultation either from the website, by email or in writing.
 - 4.2 **Skelton Lane**

It was agreed that this should no longer be an agenda item until such time as there was further news.
 - 4.3 **Crossland Mews**

A member of the Scholes Lodge Farm subcommittee was organising the removal of the flagstones likely to cause a trip hazard.
 - 4.4 **Ditch at Hall Tower Hill**

There had been no further progress on this since the last meeting, Cllr. Hassell would endeavour to take this forward.
 - 4.5 **Tree Report**

The removal of the branch of the tree on Jack Heaps Field had been carried out that afternoon.
 - 4.6 **Verity Strip**

There had been no further developments since the last meeting.
 - 4.7 **Garage Hire**

There had been no further developments since the last meeting.
 - 4.8 **Pavilion**

The Post Office had started operating from the Pavilion with a two hour session on 10th March and this had been well supported with the Royal British Legion providing café facilities. The access ramp had been used by two different people. Four tables had been set out and Ward Cllr. Sam Firth had supported the event. An announcement had been made at Elderberries and the Post Office would continue to be advertised in the Parish Council (PC) newsletter and elsewhere. The PC insurers had been made aware.
The re-laying of the flag stones was due to commence on the 24th. Numerous attempts had been made to notify the successful contractor of the PC decision and in the absence of any response the work had been awarded to the contractor who had provided the other quotation.
 - 4.9 **Grants policy**

The revised grant policy had been presented to the PC and had been adopted (with a suggested amendment).
 - 4.10 **Update on shuttlebus**

The meeting where this was to be discussed had been cancelled. However, it was agreed that eight hours' worth of driver time was needed and the precise details of the timetable could be decided once more information was known. Cllr. Slater agreed to speak to those organising

events in Scholes to establish details of their proposals and Cllrs. Hassell and Ward would do likewise for Barwick.

5. WORK REQUESTS

5.1 Multi-Use Games area.

Access to the multi-use games area would be controlled by a key fob system and the need for a separate list on a spreadsheet was noted. There was discussion about the best way to distribute key fobs to those wanting to use the facilities with a suggestion that Thursday afternoons when the Post Office was operating presented an ideal opportunity, Cllr. Ward was willing to oversee this. Key fob deposits would be paid into a bank account and the possibility of holding these deposits in one of the Barclays accounts was considered. Cllr. Ragg would meet with Cllr. Slater to look at ways of taking this forward. Those wanting key fobs would need to provide proof of identification which could be cross referenced against the electoral register. There was discussion about data protection and how much information would be required from those wanting key fobs. Name, address and contact details (either email or telephone number) were considered necessary.

It was **resolved** that those wanting a key fob be charged 1p (for legal reasons) plus a deposit of £4.99, all in favour.

5.2 Closed cemetery.

It was noted that part of the wall of the closed cemetery adjoining Hall Tower Field had collapsed and that historical evidence had been needed to persuade Leeds City Council (LCC) to accept responsibility for its repair. Meanwhile the Clerk was pursuing LCC regarding overhanging branches from trees growing inside the closed cemetery.

5.3 Fallen branch on the banking on Hall Tower field.

Cllr. Hassell was meeting a tree surgeon the following morning regarding a fallen branch on the banking on Hall Tower field. The tree in question was growing on land adjoining Hall Tower field and permission would be sought from the landowner to access his land in order to carry out the necessary works. The Maypole Committee had not yet contacted the PC regarding a formal agreement to use the field.

5.4 Internal Controls Officer.

It was **resolved** that Cllr. Ragg be appointed as the Internal Controls Officer, all in favour.

5.5 Meeting of allotment holders meeting to consider setting up an allotment association.

Due the pecuniary interest of Cllr. Hassell, Cllr. Remmer chaired the meeting for this agenda item. There had been a meeting of allotment holders to consider setting up an allotment association but there was a need to know the charges the PC would levy before coming to a decision. The setting up of an allotment association would free the PC from its obligations and the association would need to make its own arrangements regarding insurance. It was **resolved** that this be initially set at £200 along similar lines to the agreement with Mount Saint Mary's football club (i.e. subject to review after a period of time as specified in the agreement and no more than the rate of inflation). It was noted that there was a legal requirement for a written agreement.

5.6 "Private Sports Field" sign at Barwick Village Hall car park.

It was noted that the "Private Sports Field" sign at Barwick Village Hall car park had collapsed. The Clerk would get quotes for repair or replacement. The wording of the sign would need to be agreed as there was concern that the sign suggested that the land was private, although it was appreciated that unlawful trespass on the land was easier to challenge if signage indicated that the land was private.

6. Draft Minutes of Subcommittees

- a. The draft minutes of the Pavilion subcommittee meeting of 28th February had been circulated and the contents noted. There was discussion about item 5b, the Santa's Grotto event and implications being deferred due to the ongoing internal complaints procedure not yet having reported its conclusions. It was agreed that the complaints policy needed revision but there was a view that the ongoing complaint was subject to the policy which was in place at the time the complaint was registered and that it should be a corporate PC decision regarding the way the complaint should be handled going forwards. Cllr. Hassell had emailed Leeds City Council's City Solicitor for legal advice and a response was awaited.
- b. It was noted that Cllr. Remmer had been co-opted onto the subcommittee.
- c. The discussion about the land drainage for football field was noted and it was agreed to make a recommendation to the PC to accept the quotation from the contractor who had quoted the lowest price.

7. DATE OF NEXT MEETING

Tuesday 12th April 2022 at 7pm in the Pavilion.

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

Signed

Chair
12 April 2022