

**MINUTES of a meeting of the Finance and General Purposes Committee**

held on Thursday 10<sup>th</sup> July 2023 at 7pm in Scholes Sports Pavilion

**PRESENT:** Councillors Kinga Ragg (Chair)  
Paul Remmer Stella Walsh Gillian Williamson  
Paul Walsh

**In attendance:** Councillors Dales, Gilmore and Hayden, two residents and the Clerk.

Two members of the public were in attendance to enquire about using the football pitch at Barwick in Elmet on a Sunday. They were given permission to speak to the Committee at the start of the meeting. They had been offered a place in a local league and were waiting for this offer to be formally agreed, the need for a pitch being a requirement. It would be run from the Gascoigne Arms public house and they had secured the support of local businesses. The players were all former pupils of the local primary school and lived in Barwick in Elmet or Scholes. The pitch was currently being used on a Saturday by Mount Saint Mary's football club and they were looking to share with them but at this stage they had not made an approach to Mount Saint Mary's. There would be opportunity for a couple of their players to play for Mount Saint Mary's. The team were an 11 a-side team aged 21-22 who would use the field alternate Sundays from the beginning of September. At this stage they did not have a women's team. They had investment with kits. The Committee needed to establish whether the license agreement with Mount Saint Mary's gave them exclusive access to the football pitch. They will get public liability insurance cover once they know the position. They were open to a suggestion that they join forces with Mount Saint Mary's to create a first team and a second team.

**1 APOLOGIES.** None.

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

**3 MINUTES OF PREVIOUS MEETING.**

It was **resolved** that the minutes of the Committee meeting (1/2023) held on 25<sup>th</sup> May 2023 (84-86) having been circulated, be approved, all in favour.

**4. ACTION TRACKER**

There was discussion as follows:

a. Verity Strip.

It was noted that the work has been completed and but there had been issues regarding exposed drainage pipes and that Barwick Cricket Club were withholding their contribution towards the cost until this was resolved. The necessary remedial action had been taken and the Clerk would now pursue Cricket club for payment of their share of the cost.

b. Sale of barriers.

Scholes Cricket Club had been offered the barriers and had declined. It was suggested that they be offered to other parishes but that a final decision would only be made after other options had been explored.

c. Broken sign Village Hall car park.

The contractor doing the work had collected the broken sign a few weeks previously, but the repair was still awaited. The Clerk would contact him for an update.

d. Water charges.

The Clerk was awaiting confirmation of an offer by the water supplier of a 12% discount on all charges after a competitor had made an offer.

e. Insurance

The Clerk had contacted Scholes 1<sup>st</sup> Scouts about their arrangements for bonfires. They replied that they had three different types, bonfires, campfires and cookfires. The Clerk would seek

clarification from the insurers regarding which of these they needed to be notified of and whether notification should be before the event or at the time of the event.

## 5. WORK REQUESTS

### a. Asset register updates

The two memorial benches had been added to the asset register since the last meeting, the new defibrillator for Scholes was already listed. A new defibrillator for Barwick had been bought and was awaiting installation.

### b. Risk assessments.

- The “Nurse Bywater” bench on Belle Vue Road was in a poor state of repair, its location was felt to be a contributing factor but relocation would be difficult if it was fastened securely. Cllr. S. Walsh agreed to ask a member of the Peace Flame Subcommittee to take a look. The interpretation display board for the peace flame was also in a poor condition and needed sanding and repainting. It was noted that other interpretation display boards in the Parish such as the ones on Scholes Lodge Field, on Hall Tower Field and Wendell Hill monument were also in need of maintenance, a price for the repair of these would be obtained from Leeds City Council.
- A dangerous hole in Hall Tower Field had been fixed free of charge by the contractor who cuts the grass.
- The dangerous condition of the goal posts on Jack Heaps and on Scholes football pitch were noted. Those on Scholes football pitch could be moved to the back of the Pavilion. A local contractor would be asked to provide a quotation to remove and dispose of these. The grass cutting contractor agreed to have a look. Photographs would be provided for Cllr. Dales and the cross bar would be included. There would be an agenda item at the next Parish Council (PC) meeting to consider the purchase of replacement goal posts.
- Cllr. Remmer had produced and circulated risk assessment documents to be completed when risk assessments were being carried out.
- A sign would be put up warning users of the unsafe nature of the football field and advising that those who use the field do so at their own liability.

### c. Responses to the Barwick playground consultation.

The Clerk had collated all the responses to the consultation and these had been circulated ahead of the meeting. Cllr. Hayton had used this data to collate a summary of the responses. This would be an agenda item next time and meanwhile Cllr. Hayton would circulate a copy of his summary.

### d. To consider giving the Clerk a PC mobile telephone.

Although the Clerk had been provided with a landline, he was increasingly having to use his personal mobile telephone for PC business, some websites send authentication codes as SMS text messages and some online forms refused to accept anything other than a telephone number which starts 07. It was therefore **resolved** that the Clerk obtains a SIM card on a SIM only contract. A couple of Councillors had spare devices into which the SIM card could be inserted.

### e. Defibrillator for Barwick

It was noted that funds had been received for a defibrillator in Barwick which would become a PC asset.

### f. Village Hall car park

There were two reported issues in the car park.

- i. A report that one of the lights is not working. A local contractor would be asked to provide a quotation.
- ii. A report that self-seeded sycamores are causing structural damage to a garage of an adjoining property. It was agreed that the insurance company be notified.

### g. Request that an open-age football team be allowed to use the pitch at Barwick in Elmet.

See the public participation above. It was agreed that the Yorkshire Local Councils Associations be supplied with a copy of a licence and asked to consider whether this gave Mount Saint Mary's exclusive right to use the field. It was **resolved** that if this advice did not suggest exclusive rights, then the Committee would recommend to the PC that permission be granted to allow the local team to use the pitch.

## **6. PAVILION MATTERS**

It was noted that the PC has accepted a recommendation of the Committee that the Pavilion subcommittee be disbanded, and its functions be taken over by the Committee and therefore the following matters were considered.

### **a. Inventory**

An inventory of everything stored in the Pavilion had been carried out by Cllrs. S. Walsh, Williamson and a resident. The keg and tyres belonged to the personal trainer who also advised that three quarters of the items stored underneath the seating in the middle changing room belonged to her. Notices would be published on Facebook and on the website to give opportunity to anyone who might have used the Pavilion in the past the opportunity to claim which might belong to them after which the PC would begin disposing of any unclaimed items. There was orange barrier netting similar to that used by Barwick Cricket club to protect their wicket during the off-season. The middle changing room contained chairs and bar stools, it was decided to keep the chairs. There were also two round tables. There was a portable double-sided electrically heated cooking grill which would be disposed of. Cllr. P. Walsh would check the condition of the sound system. A set of wooden ladders would be offered to Scholes 1<sup>st</sup> Scouts for their bonfire. A broken barbecue had already been disposed of. "Tour De Yorkshire" signs (with dates on) would be taken to the tip. Cllr. Williamson would take the bunting. Cllr. S. Walsh would ask someone about the owl box. There was a cabinet which Cllr. P. Walsh would get rid of in his car.

### **b. Fire Risks**

It was noted that the Clerk had contacted the Fire Brigade as agreed at the May meeting. The fire brigade no longer carry out on-site checks for business premises and instead, had emailed a template. Cllr. Remmer was looking at this. Meanwhile "No smoking" and "No vaping" signs had been printed off and Cllr. S. Walsh would get them laminated.

### **c. Litter Grabber**

A litter grabber had been purchased as agreed at the July PC meeting for use by those picking up litter at the Pavilion and Multi-Use Games Area (MUGA). Litter included empty drinks cans and plastic and glass bottles. The Committee accepted that users of the MUGA needed drinks but glass was a concern and a laminated sign would be put up advising users that glass bottles were not allowed.

### **d. Key Fobs**

The decision of the PC at its July meeting not to buy any more key fobs and to instead contact anyone who had not used their fob for over six months was noted. They would be asked if they would be willing to return their fob and get their deposit back. The Clerk had pulled a report of key fobs not used for a year and had started looking at the data noting that at least one person had bought two fobs but was only using one.

### **e. Padlock Code**

It was noted that the code to the padlock to the gate had been changed and those who needed to know had been informed.

## **7. DRAFT MINUTES OF SUBCOMMITTEES WHO REPORT TO THE COMMITTEE**

The next meeting of the Scholes Lodge Field subcommittee would be in September. Cllr. Williamson was in the process of setting up the initial meeting of the newly formed Hall Tower Motte and Bailey subcommittee.

## **8. DATE OF NEXT MEETING**

11<sup>th</sup> September 2023 at 7pm in the Pavilion.

The meeting closed at 8:25pm.

Signed

Chair