

MINUTES of the MEETING OF THE PARISH COUNCIL

held on Monday 6th November 2023 at 7pm in Scholes Sports Pavilion.

PRESENT:

Councillor	Stella Walsh (Chair)		
Councillors	Karen Dales	John Hayton	Gillian Williamson
	Debbie Gilmore	Paul Walsh	

In attendance: The Clerk.

1 APOLOGIES. Cllrs. Ragg and Remmer.

It was noted that notice of the vacancy in Scholes had been displayed, that the deadline for ten or more local government electors to submit a written request that this be filled by election was 23rd October 2023 and that as there were no such requests, the Parish Council (PC) could fill this vacancy by co-option.

2 PUBLIC PARTICIPATION

There were no members of the public in attendance.

3 DECLARATIONS OF PECUNIARY INTEREST. None.

4 MINUTES OF PREVIOUS MEETING.

Cllr. Gilmore advised that her name was spelt Debra (nor Deborah) but was happy to be known as Debbie. It was **resolved** that subject to this correction, that the minutes of the meeting of the PC (5/2023) held on 2nd October 2023 (755-758) having been circulated, be approved and that the Chair be authorised to sign.

5 CORRESPONDENCE

The list of correspondence items 3272-3275 was presented to the PC and the Clerk reported on each item and the PC response where appropriate.

- 3273 was from a Barwick resident concerned about people knocking on doors trying to sell dish cloths, oven gloves etc. who say that they are ex-offenders on a scheme to get them back into society. There would be an article in the next newsletter to warn residents about this.
- 3275 was from a Barwick resident regarding a couple of “near-miss” experiences with traffic on Main Street and asking for a zebra crossing. The Clerk would pass these concerns to Leeds City Council (LCC) Highways.

6 ACTION TRACKER

The Action Tracker had been circulated to all.

- a. All Councillors now have either view only or full access to the Lloyds Bank account except Cllr. Dales who will complete the necessary forms.
- b. A report from the loss adjuster was awaited regarding the alleged damage to a resident's garage by the roots of a tree growing in the adjacent Village Hall car park. A tree surgeon's quotation was considered. The Clerk would ask if this quotation could be reduced if the tree surgeon was also awarded the contract to remove a dead cherry tree from Jack Heaps Field. There would be an agenda item next time to consider planting new trees in line with the PC policy of planting three new trees for every one cut down.
- c. Barwick and Scholes Football Team. After much delay, the goal posts had been delivered. Quotations were being sought for installation but this work could only be done once the white lines were marked out and although LCC had cut the grass, the football club wanted it cut further before marking out the pitch (there was a concern that the grass was now too wet to cut and would cause damage to the field). The Football Club had expressed concerns about the spoil of clay, it was felt that this presented no more risk than pitch side

hazards at Barwick. Cllr. Remmer would use a mini digger to level the spoil at the weekend. One match had been called off and the PC agreed that the football club could play one more match at Barwick in lieu of the postponed fixture. Two quotations for Legionnaires checks had been received and the Chair and Clerk were meeting another contractor onsite on Thursday 9th November. A local contractor had also been asked to quote but had not returned the telephone call and the Chair would ask a representative of Scholes Village Hall about who they used. It was noted that Mount Saint Mary's football club had still not responded to requests from the PC for evidence that their changing rooms were compliant with Legionnaire testing requirements. A scrap metal dealer had taken away some of the old goal posts and was due to take away the rest.

- d. Alternative .pdf editing software had been investigated and it was felt that the current licence should be renewed.
- e. Cllr. P. Walsh had been to see the family of the former proprietor of the shop (who had passed away) and discussed with them appropriate ways to recognise his contribution to the community and was waiting to hear further from them.
- f. Cllr. S. Walsh had met the sponsor of the bench on Belle Vue Avenue and they had agreed that the contractor be asked to address concerns about the quality of the fitting. The Clerk would forward to the contractor an email from Cllr. Remmer which set out what corrective action was considered necessary.

7 OTHER ITEMS

7.1 Key Fob access to the Multi-Use Games Area (MUGA).

It was noted that it had now been two months since the introduction of the two-month trial of not needing key fobs to access the MUGA. There had been no evidence of increased complaints or children climbing over the fence. The gate was still locked at night. It was noted that the peak period of usage was during the summer months and therefore the two months were not representative and as such, it was **resolved** to extend the trial for a further ten months in order to see the effect of a full year of access without fobs, all in favour. This was subject to there being no major incidents in which case, the trial period would be reviewed earlier.

7.2 Formal complaint.

The Committee set up at the October meeting to deal with the formal complaint made to the PC had met. The minutes of their meeting addressing the points made in the complaint had been sent to the complainant. The Committee were thanked for dealing with this.

7.3 Scholes in Bloom grant application

A grant application of £1,500 had been received from Scholes in Bloom. It was **resolved** to award them this grant in full making payment under Section 137 of the Local Government Act 1972. An email would be sent to a representative of Barwick in Bloom to remind them that a formal grant application would be needed for them to be similarly considered.

7.4 Royal British Legion (RBL) grant application

A grant application of £250 had been received from the RBL. It was **resolved** to award them this grant in full making payment under Section 137 of the Local Government Act 1972. There was a query about sustainability and whether it was necessary to buy a new wreath every year. A member of the RBL would be asked about this.

7.5 Thank you gift for those who deliver PC newsletters

It was **resolved** to purchase a small gift of appreciation for those who deliver PC newsletters and that this purchase be made under Section 137 of the Local

Government Act 1972. This would be taken from the newsletter budget. It was noted that the newsletter deadline was 14th November 2023.

7.6 Committees and subcommittees

It was noted that the following Committees and subcommittees had met since the last PC meeting.

a. Finance and General Purposes Committee

This had considered the budget line by line.

b. Playing Fields Committee

This had been a good meeting with positive feedback from the various club representatives. The two football clubs had not been represented.

c. Peace Flame Subcommittee

This had met on 30th June 2023 and had had a subsequent meeting. There had been a competition to design a flag and on Friday, a team had sifted through the 300 competition entries.

d. Hall Tower Motte & Bailey Subcommittee

Three members had attended the meeting held the previous week. A new chain lock (donated) was provided for the entrance gate.

7.7 Reports of meetings/training attended.

- Cllr. Gilmore had attended new Councillor training which had helped demystify a few things (although the training was a bit dry a times).
- Cllr. Williamson had attended the Leeds branch meeting of the Yorkshire Local Councils Associations (YLCA) on 17th October. They had promoted the Talking Tables training event and whole Council training and encouraged councils to have a training budget. There were no volunteers for the position of deputy secretary to the National Association of Local Councils (NALC). There was talk about Christmas Lights noting that streetlights in Leeds are subcontracted to SSE, prices were to be decided and judges would be needed for the lights. The next meeting would use remote access technology. She reported on the Parish and Paths pathway scheme, funds for paths and ginnels would be allocated in July 2025.

7.8 Pavilion MUGA usage report

A report had been circulated to all Councillors showing usage in October. It was felt that there was no longer a need for this report to be a standing agenda item and that the Clerk keeps an eye on it and Cllr. Remmer continues his monthly checks.

7.9 Website report

A report of website usage had been circulated to all Councillors. It was noted that the Councillor who used to look after X (formerly Twitter) had resigned. It was decided not to replace her and to no longer maintain content on this social media platform and to engage with residents via the Facebook account. There was a query about Facebook content, in particular a page called "Barwick-in-Elmet and Scholes Parish Council Information and Notices" which seemed to be open to posts from anyone.

7.10 Safeguarding report.

It was **resolved** that Cllr. Gilmore become the new Safeguarding Officer and it was noted that the policy needed updating.

8 PLANNING MATTERS

The Planning Committee had met on 4th October 2023 but was not quorate, the draft minutes of that meeting had been circulated. Membership of the Committee was considered and it was agreed that this still be Cllrs. Dales, Gilmore and Williamson with Cllr. S. Walsh attending the next meeting as ex-

officio and with Cllr. Dales as temporary Chair of the Committee. There was a report that LCC were carrying out tests with a view to using land for solar panels and drilling test bores, the Neighbourhood Plan Review Group were aware of this. The new train station was still going ahead.

9 FINANCE

9.1 Christmas Lights

LCC had agreed to reduce the price for Christmas Lights to £4,000 with a reduction of two motifs per village from what was quoted (see item 7.3, page 756 of the October 2023 minutes). It was **resolved** to agree this payment under Section 137 of the Local Government Act 1972 (the invoice was still awaited).

9.2 Cash book and bank reconciliation for November 2023.

The Responsible Financial Officer (RFO) had circulated the cash book, bank reconciliation and budget monitor showing all income and expenditure up to 31st October. There were thirty-six items of income totalling £1,215.15 (mainly allotment rents and an unexplained payment of £20) and twenty of expenditure totalling £4,096.54.

9.3 Invoices and payments to be made for November/December 2023.

The RFO presented a list of ten payments for November totalling £1,149.85 to be made by bank transfer. Since circulation of the list of payments, a further invoice for £16.74 for a defibrillator starter kit had been received. There were also four automated payments due to be taken in December (totalling £1,488.79) and a fifth expected from the new Pavilion energy supplier and seven payments on the credit card (totalling £145.60). It was **resolved** to approve these payments. Automated payments due in November had been approved at the previous meeting as had payments on the credit card, due to be taken by direct debit in November 2023.

10 CRIME REPORT

It was resolved that Cllr. Gilmore be the new Councillor responsible for liaison with the Police and attending the PACT meetings. It was clarified that the Neighbourhood Watch scheme was not a PC responsibility.

11 DATES OF FUTURE MEETINGS

Parish Council – 4th December 2023, 7pm, the Miner's Institute, Barwick in Elmet.

Finance and General Purposes (F&GP) Committee – 13th November 2023 at 7pm in Scholes Sports Pavilion.

Planning Committee - 15th November 2023 in Scholes at 6:30pm.

NEWSLETTER DEADLINE – 14th November 2023.

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 8:43pm.

Signed

Chair

4 December 2023