

MINUTES of the MEETING OF THE PARISH COUNCIL

held on Monday 4th March 2024 at 7pm in the Sports Pavilion, Scholes.

PRESENT:

Councillor	Gillian Williamson (Chair)		
Councillors	Karen Dales	John Hayton	Paul Remmer
	Debbie Gilmore	Kinga Ragg	Paul Walsh

In attendance: Four residents, Ward Cllr. Firth and the Clerk.

1 APOLOGIES. Cllr. S. Walsh.

2 PUBLIC PARTICIPATION

There were four members of the public in attendance who raised the following points;

- A resident asked for information on the latest position regarding proposals for a playground for older children and wondered if the project had been abandoned as he could find no mention of this in the minutes of the Parish Council (PC) or of the Finance and General Purposes (F&GP) Committee. He was advised that the project had been under review and had been reevaluated. He was advised that a meeting with Ward Councillors, stakeholders, other Leeds City Council staff and representatives of the PC would take place on 20th March 2024 and that there had been a similar meeting the previous month attended by Victoria Nunns (Parks and Countryside). Cllr. Dales advised that she was available. There followed comments about the quality of the original consultation.
- The resident commented on his recent Freedom of Information request for audio recordings of meetings and referred the PC to section 46 of the Freedom of Information Act and Yorkshire Local Councils Associations (YLCA) seminars and suggested that the PC had a statutory requirement to have a document retention policy.
- A representative of Wetherby District Scouts attended. She had emailed the Clerk asking if they could use Jack Heaps Field for car parking and Hall Tower Field for events on 21st April being the date of their Saint George's Day parade. The Clerk had been on annual leave and didn't pick up the email in time for this to be a formal agenda item. The representative was asked various questions about litter, toilet facilities, getting children safely from Jack Heaps Field to Hall Tower Field and insurance and addressed these to the satisfaction of the PC. She had been in Scouting for thirty-eight years as a leader of the Beavers in Barwick in Elmet. The event was free of charge, each of the thirteen groups would bring a couple of activities for the event (and be responsible for risk assessment of their activities) and there would be flags at the entrance to Hall Tower Field. There would be no vehicular access to the field other than that necessary to drop off equipment. It was agreed that there would be an extraordinary meeting of the PC immediately before the F&GP Committee meeting of 11th March 2024 to make a formal decision to allow planning to go ahead.
- Ward Cllr. Firth addressed concerns about mud on the road relating to the East Leeds Extension (ELE). Councillors from Whinmoor and Cross Gates were aware of these concerns and were pressing for a road cleaner to be on-site. Cllr. Remmer expressed concerns about the balancing pond which was not fenced off and there were no lifejackets. Hedges had been taken out as this would not be possible once the bird nesting season began.

3 DECLARATIONS OF PECUNIARY INTEREST.

None.

4 MINUTES OF PREVIOUS MEETING.

It was **resolved** that the minutes of the meeting of the PC, 9/2023, held on 5th February 2024 (768-773) having been circulated, be approved, in the absence of the Chair, Cllr. Gilmore signed the minutes.

5 CORRESPONDENCE

The list of correspondence items 3292-3293 was presented to the PC. 3292 was a message via Facebook messenger from a dog-walker asking if the site could be made more secure for dogs off-lead, in particular, a suggestion that chicken wire or similar could be put on the underside of the entrance gate so that dogs could not get under it. This would be considered by the Hall Tower Motte and Bailey subcommittee.

6 ACTION TRACKER

The Action Tracker had been circulated to all.

- a. Bench on Belle Vue Avenue. Invoice awaited, there was a view that this job had been done to the standard required.
- b. Disused railway bridge. Ward Cllr. Stephenson had emailed to say that repainting was scheduled in if not already underway, the colour chosen was engine green.
- c. Scholes Playground proposals. See Public Participation above. Ward Cllr. Firth advised that as Scholes had been the most impacted by the East Leeds Orbital Road the playground equipment had been put in the school (as there were safety concerns regarding putting this equipment on the site adjacent to the library) and that they were putting funds forward for a publicly accessible playground.
- d. Getting view-only access to all Councillors for the Lloyds account. Considered as completed – sufficient Councillors now had view-only access to ensure business continuity if necessary.
- e. Barclay Bank signatories – no progress, the Clerk to pursue this.
- f. Barwick and Scholes Football Team. The goal posts were up, Legionella's checks done, changing rooms cleared and agreement signed. The club should now be using Scholes pitch for their home games.
- g. Setting up a meeting with representatives of a girls under fourteen's football team to use Scholes pitch. The representative had replied to the Clerk's email the previous Friday. The Clerk would invite him to the next PC meeting.
- h. Get quotes for hedge cutting allotments. The Clerk had requested another quotation but had heard nothing further. The bird nesting season had now begun so this would have to wait until later in the year.
- i. Removal of self-seeded sycamore tree in Barwick in Elmet Village Hall car park. Completed, invoice awaited.
- j. Clarification regarding changes to the area covered by the Neighbourhood Plan. Cllr. S. Walsh had confirmed the boundary changes with the Chair of the Neighbourhood Plan Review Group (NPRG) who being in attendance at the meeting, confirmed these changes.

7 OTHER ITEMS

7.1 Purchase of Scholes allotments.

A meeting would be arranged with the owner of the land used in Scholes for allotment gardens to consider proposals to sell the land to the PC. The Chair of the NPRG (who had relevant expertise) was in attendance and spoke about this proposal and indicated his willingness to attend the meeting with the owner of the land. Land registry documents showed that there were two parcels of land, one being the allotments themselves and the other being the adjacent field which was in an area of greenbelt and the site was in a sensitive area. He agreed to produce a report. It was agreed to delegate authority to the Chair to find out more and report back and in the meantime, this would be deferred to a future agenda.

7.2 Proposals aimed at protecting public premises from terror attacks.
New legislation would be introduced to protect public premises with capacity of over a hundred from terror attack, i.e. the Terrorism (Protection of Premises) Bill (Martyn's Law). At this stage, the Government was consulting on the proposed legislation, Cllr. S. Walsh had completed a questionnaire and there were webinars on this. It was suggested that a working party be set up to look at this and this would be an agenda item next time.

7.3 Use of Jack Heaps Field as an overflow car park for a funeral.
A decision of the Clerk under delegated authority to allow the use of Jack Heaps Field as an overflow car park for a funeral at All Saints' Church was noted.

7.4 Review of the rent charged to Mount Saint Mary's Football Club.
Cllr. Hayton had obtained a set of accounts from the club showing their income and expenditure. These did not appear to be audited accounts and they did not show how much the club was holding in reserve. Cllr. Hayton noted that although the contract ran to 31st December 2030, clause 4.2 gave either party the right to terminate the agreement by giving twenty-eight days' notice. He also noted that the agreement with Barwick in Elmet and Scholes football club ran to September 2025 and proposed that renewal of both agreements be aligned, and this be an agenda item at the appropriate time. It was therefore **resolved** to accept Cllr. Hayton's recommendations and that the rent for 2024 remain unchanged.

7.5 Reports of meetings/training attended.
The Chair had attended two events as follows; 19th February, Outer North East meeting at Wetherby and 22nd February, meeting (using remote access technology) of the Leeds branch of the YLCA. Cllrs. Dales and Remmer had attended a meeting on 7th February 2024 regarding the ELE. The Chair of the NPRG had also attended and his report of the meeting had been circulated to all ahead of the meeting.

7.6 Website report
A report of website usage had been circulated to all Councillors.

7.7 Safeguarding report.
Cllr. Gilmore requested reassurances regarding safeguarding in the event the Scholes football pitch was used by a girls' under fourteens team (see Action Tracker above).

8 PLANNING MATTERS

The Planning Committee had met on 7th February 2024 and a copy of the draft minutes of that meeting had been circulated to all Councillors ahead of the meeting and their decisions were noted.

9 FINANCE

9.1 Cash book and bank reconciliation and formal approval of invoices and payments to be made for March/April 2024.

- The Responsible Financial Officer (RFO) had circulated the cash book, bank reconciliation and budget monitor showing all income and expenditure up to 27th February 2024. There were five items of income totalling £220.30. There were twenty-three payments totalling £3,447.45 (eight automated payments totalling £1,678.85 and fifteen manual payments totalling £1,768.60). The RFO reported that there had been a further automated payment taken on 28th February 2024 for £27.54.

- The RFO presented a list of ten payments for March totalling £1,834.66 to be made by bank transfer and indicated that another payment of £75 for hedge cutting at Scholes Lodge Field should be added to the list.
- There were also six automated payments due to be taken in April 2024 totalling £1,657.62.
- It was **resolved** to approve these payments.
- Automated payments due in March had been approved at the previous meeting.

10 CRIME REPORT

Cllr. Gilmore had attended a Police And Communities Together (PACT) meeting held in the Victory Hall in Thorner on 16th February 2024. The Police were represented by Sergeant Standen. The crime rate was low (fourteen crimes in the six weeks prior to the meeting). Ward Cllr. Firth also spoke to the meeting about this. There were no foot patrols in the area due to other pressures on the Outer-East team's time and members of the public were encouraged to keep reporting crimes, without a report, an alleged crime never happened as far as Police records are concerned. The big issue at the January 2024 PACT meeting had been quad bikes and this type of crime was far less evident since then. The next PACT meeting (28th March) would be back in Harewood but the Police were keen to engage with the community and other venues in the Harewood Ward were being considered including Manor House in Scholes. Fully up to date crime figures could be found on an interactive map on Police.UK (zoom in to the required area). Cllr. Dales reported that her attempts to report a crime had been unsuccessful due to an unhelpful call centre advisor. There was discussion about speeding traffic. The lay-bys on the East Leeds Orbital Road were too small to be used safely by Police vehicles and handheld devices couldn't be used, there was an option to use a speed van. Scarcroft had been using a camera. There were concerns that drivers in Scholes were not observing the new 20 miles an hour speed limit, enforcement was proving challenging not helped by satellite navigation devices still showing the old speed limits. The start of the 20 miles an hour zone needed to be clearer with markings on the road surface, Cllr. Firth agreed to enquire about this. There was an ongoing project to protect vulnerable people from scammers.

11 DATES OF FUTURE MEETINGS

Extraordinary meeting of the PC. 11th March 2024 at 7pm in Scholes Sports Pavilion.

Ordinary meeting of the PC – 8th April 2024, 7pm, in Barwick Miner's Welfare.

Planning Committee - 6th March 2024 in Scholes Village Hall ante room at 6:30pm.

F&GP Committee – 11th March 2024 in Scholes Sports Pavilion immediately following the extraordinary meeting of the PC.

Playing Fields Committee – 15th April 2024, 7:30pm in Barwick Miner's Welfare.

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 8:40pm.

Signed

Chair
8 April 2024