

MINUTES of the MEETING OF THE PARISH COUNCIL

held on Monday 3rd June 2024 at 7pm in Barwick Miner's Welfare.

PRESENT:

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

In attendance: One resident and the Clerk.

1 APOLOGIES

Cllr. Ragg.

2 PUBLIC PARTICIPATION.

There was one member of the public present who spoke regarding agenda item 7.7. The late John Tinker M.B.E. was a very active member of the community serving for twenty-seven years as Chair of Barwick in Bloom (which he helped set up), serving as a Parish Councillor (including a spell as Chair) and was an active member of Barwick Methodist Church and was involved in the Youth Club. The resident felt that still today, many residents enjoy the benefits of what John Tinker did even if they didn't necessarily appreciate it. He had lived in Barwick in Elmet for fifty years and was arguably, the best-known person in the village. He proposed having a memorial bench down Aberford Road (close to The Brae but on the opposite side of the road) and suggested that the orchard be renamed Tinker's Dell with a plaque either in the middle or one at each end explaining why the orchard was so named. It was not in the gift of the Parish Council (PC) to grant such a request as the orchard belonged to Leeds City Council (LCC). They had been approached and were agreeable but as John was a former employee, they were keen to demonstrate that any such decision was not affected by John's previous employment status. Their agreement depended on a full consultation and the PC newsletter was seen as a vehicle to do this. The next newsletter was not due until September. Councillors were supportive but wondered if LCC would accept consultation via the PC website and Facebook page as this would speed things up. The resident would see if this proposal was acceptable to LCC. In terms of costs, Barwick in Bloom would pay for the bench and plaques but might need to approach the PC for a grant in the event of any shortfall.

There was a concern raised regarding an incident on Scholes Lodge Field involving a confrontation between two female dog-walkers. Following this, one of the dog-walkers had retrieved a hockey stick from the boot of her car and threatened to use it on the other dog-walkers pet and had used threatening and abusive language towards the other one. It was agreed that this was a Police matter and indeed, the Police had been informed of the incident and a crime reference number obtained.

3 DECLARATIONS OF PECUNIARY INTEREST.

Cllrs. Remmer, P. Walsh and S. Walsh reminded the meeting that they were residents of Leeds Road which was the subject of discussions about speeding traffic and noise nuisance under item 7.5.

4 MINUTES OF PREVIOUS MEETING.

There was a correction to paragraph 6c changing "that Cllr. Dales would therefore be *to* only Councillor" to "that Cllr. Dales would therefore be *the* only Councillor". It was **resolved** that subject to this correction, the minutes of the meeting of the PC, 1/2024, held on 13th May 2024 (785-789) having been circulated, be approved and that the Chair be authorised to sign.

5 CORRESPONDENCE

The list of correspondence items 3308-3312 was presented to the PC. These were all from the same resident sent in the same afternoon using a different email for each individual concern. Issues raised were;

- 3308 Lack of goal posts on Jack Heaps field. This was in hand – see item 7.2 below.
- 3309 Lack of “no dogs” signs on Jack Heaps field. This had been considered at the Finance and General Purposes (F&GP) Committee meeting held on 20th May 2024 – item 5i refers. It had been agreed to purchase some signs.
- 3310 The state of the playground on Jack Heaps field and the consultation.
- 3311 Asking what has happened to the basket swing in the playground. The Clerk reported that he had received an unsolicited email from the Playgrounds & Fabrication Manager of LCC on 29th May saying that this has been removed for safety and they were awaiting an inspection as to whether the repair was viable and would keep the PC informed of progress.
- 3312 Planting trees to replace those cut down. This had been discussed at a previous meeting and it had been agreed to buy three trees including one cherry. It was agreed that all three trees be cherries and quotations would be obtained. Cllr. S. Walsh would seek advice from a Scholes resident with appropriate arboricultural knowledge. The trees would go on Jack Heaps field avoiding leaf drop onto the tennis courts and being mindful of the annual visit of the fair.

6 ACTION TRACKER

The Action Tracker had been circulated to all. As there had been only three weeks since the May meeting, there hadn't been much movement on most of the items since.

- a. Scholes Sports Fields Grass Cutting. LCC were no longer cutting the grass at Scholes Sports Fields and this had been discussed at the F&GP Committee meeting the previous month and the Clerk was in the process of getting quotations. The Clerk had received an email from the Group Scout leader expressing concerns about this and he had replied explaining why the grass had not been cut. Cricket were fulfilling their fixtures and it was assumed that they were doing this themselves and someone was cutting the football pitch with a petrol mower. There had been posts on social media about this. There were suggestions of suitable contractors who could be approached, and it was suggested that Cricket Club be approached to see if they would be willing to undertake this work. There were concerns expressed about dog fouling.
- b. Visual check of trees in Barwick. Cllr. Hayton agreed to inspect these trees. The Clerk would check when a full inspection was next due.
- c. Scholes Playground proposals. Cllrs. Dales, P. Walsh and S. Walsh had attended a meeting on 30th May 2024 and Cllr. S. Walsh would circulate a full report. Also in attendance were Vicky Nunns and Elaine Matson of LCC and Ward Cllr. Robinson. Two options had been discussed, one costing £55,000 and one costing £72,000. LCC were looking to the PC to contribute towards the costs as there was grant funding available to Parish Councils which was not available to Principal Authorities. This would be an agenda item for the July meeting.

7 OTHER ITEMS

7.1 Risk Assessments for Scholes.

Cllr. Hayton had been round Scholes on 2nd June in order to compare what was stated on the asset register with what was actually in place and whilst doing so, carried out a visual risk assessment of those assets. He had been unable to find a memorial plaque at Manor House and was advised that this was inside the building. He had found an

extra bench on Scholes Lodge Lane and was advised that this was not the property of the PC and may have been placed by one of the residents of the cul-de-sac. Concern was expressed about the risk of water damage to assets on Main Street during periods where drains could not cope with the amount of high rainfall. However, this was something outside PC control and therefore not a risk it could address. The Clerk confirmed that he still had the desktop computer which was listed. Cllr. Hayton suggested having all the bins on a single line of the asset register.

7.2 New set of goal posts for Jack Heaps Field.

Various quotations had been circulated from different suppliers and different sizes of goals. It was decided to go for goals which were 12-feet by 6-feet. It was **resolved** to buy a new set of goal posts from Soccer Tackle at £305.31 + VAT, all in favour.

7.3 Grant application for trees.

It was **resolved** to accept a recommendation of the F&GP Committee to allow Cllr. P. Walsh to investigate the possibility of making a grant application for trees, all in favour.

7.4 Concerns about sink holes on Scholes Lodge Field.

There were four sink holes on Scholes Lodge Field which were getting deeper, and which needed to be fenced off.

Cllr. Remmer had telephoned a local contractor who had a telehandler and offered to move the bags of soil for £100. It was resolved that Cllr. Remmer be given a budget of up to £1,000 to approach a local contractor to move the soil and fill in the sink holes.

7.5 Concerns about speeding traffic in the Parish and the Vehicle Activated Signs and the need for noise mitigation.

Cllr. Remmer had emailed and spoken to the three Ward Cllrs. about Leeds Road. This was a busy road with concerns about noise, air quality and speed. LCC had been asked to resurface the road and Richard Crowther of Transport Strategy would speak to his team, Cllr. Remmer had supplied his address as the contact. Highways legislation meant that repeater signs were not allowed. A resident of Scholes with highways expertise had been consulted. It was suggested that the speed be allowed to be 40mph off the East Leeds Orbital Road and then reduced to 30mph rather than the first 30mph sign being followed by a repeater. There was also the need for one on Long Lane and that there should be a 40mph sign and then a sign indicating the start of the village. The resident with highways expertise had confirmed that Vehicle Activated Signs (VAS) were not allowed. The latest newsletter had draw attention to the new restrictions. A previously expressed concern about a blind exit from Richmondfield Avenue onto Long Lane would be pursued with the suggestion of a mirror. It was felt that the VAS on Scholes Lane needed to be recalibrated to reflect the approach to the 20mph zone. The Leeds Road entrance to Scholes Lodge Field was a suitable point for Police vehicles to park in order to monitor traffic speeds. Councillors wondered whether Leeds Road and Long Lane qualified for VAS and the appropriate contact would be written to. Also, Cllr. P. Walsh would raise concerns at the next Police and Communities Together (PACT) meeting. Cllr. S. Walsh would share relevant information from the Neighbourhood Plan Review Group. It was **resolved** to proceed as above (there was one abstention).

7.6 Request by the organisers of Barwick Beer Festival for permission to use the Village Hall car park for a marquee.

This had been agreed at the May meeting subject to confirmation from Barwick Cricket Club that their concerns had been addressed. Having checked with them, the Clerk had agreed with the organisers of Barwick Beer Festival that they could use the

Village Hall car park subject to a screen being put up to afford protection to attendees and subject to access to the Cricket Pavilion via the back of the Village Hall being blocked.

7.7 Request by Barwick in Bloom to have a memorial to John Tinker MBE.

Most of the discussion about this item had taken place in the Public Participation (see above). It was **resolved** to support Barwick in Bloom's proposals.

7.8 Reports of meetings/training attended.

Cllr. S. Walsh had met with an officer of Leeds City Council onsite at the Pavilion on Thursday 16th May at a time when the Post Office was in operation. This was in order to carry out a food hygiene inspection. The decision was taken to delist the premises from food hygiene inspections as they were not required. She had also attended a Yorkshire Local Councils Associations discussion forum on 23rd May 2024 and noted that other Parishes were facing challenges. On 30th May three Councillors had attended a meeting regarding the playground in Scholes - see 6c above

7.9 Website report.

A report of website usage had been circulated to all Councillors. It was agreed that there was no longer any need to have this as a standing agenda item and that instead, an annual report of usage would be presented at the Annual PC Meeting.

7.10 Safeguarding report.

There was no report this time.

8 PLANNING MATTERS

An application had been received for Kiddal Hall for partial demolition of two agricultural barn buildings; change of use; extension and renovation works to form two residential dwellings with hard and soft landscaping works and boundary treatments, planning references 24/01841/FU and 24/01842/LI. Cllr. Dales had and circulated a report to assist Councillors in making an informed decision. There were concerns about land ownership, the proposed work would require access across land not belonging to the applicant and the landowner seemed to be unwilling to allow such access. The proposal to put windows onto a wall which previously didn't have any would mean that the applicant would now overlook a neighbour's land and farm workers would be able to see into the proposed bedrooms and cows could come right up to the windows. There was concern about loss of heritage, for example a late medieval kitchen. Any work undertaken would need to address health and safety concerns regarding asbestos in the piggery. There were no previous applications for these barns. There was no evidence that Historic England had been consulted and the Clerk would therefore write accordingly. It was **resolved** to object to this application and Cllr. Dales would draft a suggested reply.

Three other planning applications had been received since publication of the agenda and the Clerk would use delegated authority if necessary to reply to these.

9 FINANCE

9.1 Formal approval of invoices and payments to be made for June/July 2024.

- The Responsible Financial Officer (RFO) had circulated a bank reconciliation and a list of anticipated payments for June 2024. There were seven payments for June totalling £663.28 to be made by bank transfer and a £5 key fob deposit refund already paid being retrospectively reported. Since the agenda papers had been circulated, there had been three new invoices received being grass cutting of Hall Tower Field (£115 + VAT) and of Scholes Lodge Field (£315 + VAT) plus the Internal Auditor's fees (£180, see 9.3 below).

- There were also six automated payments due to be taken in July 2024 with an estimated total of £1,655 and a further single payment to taken on the credit card totalling £12.36.
- It was **resolved** to approve these payments.
- Automated payments due in June had been approved at the previous meeting. The RFO reported that the water company had over-estimated the usage at Barwick in Elmet by 120 units (£211.74) resulting in a credit balance.

9.2 Financial reports.

The RFO had circulated a report showing budgeted income/payments vs. actual income/payments for the year to date. The short timescale between the May meeting and circulation of agenda papers for the June meeting meant that payments approved at the May meeting had cleared on the day the report was produced and although the QuickBooks software takes data from actual bank transactions, there is a time lag of a few hours for this to ledger and as such, the May payments were not showing on the report circulated. This would not normally be an issue once the normal cycle of PC meetings resumed.

9.3 Internal Auditor's report.

The Internal Auditor had carried out her checks and a report had been circulated to all. Her recommendations would be considered next time as this had been received too late to be a formal agenda item though it was noted that her recommendation of having a Health and Safety Policy had been addressed with the formal adoption of such a document at the May meeting.

9.4 2023/24 Annual Governance Statement (AGAR 2023/24 Part 3).

It was **resolved** to formally approve the 2023/24 Annual Governance Statement (AGAR 2023/24 Part 3). All in favour.

9.5 Accounting Statements 2023/24.

It was **resolved** to formally approve the Accounting Statements 2023/24, all in favour.

10 CRIME REPORT

The next PACT meeting would be on 20th June 2024. The Clerk had forwarded the dates of forthcoming meetings to Cllr. P. Walsh and asked the organisers to update their email distribution lists accordingly.

11 DATES OF FUTURE MEETINGS

Date	Time	Meeting	Venue
1 st July 2024	7pm	Parish Council meeting	Scholes Sports Pavilion
8 th July 2024	7pm	Finance and General Purposes Committee	Scholes Sports Pavilion

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 8:42pm.

Signed

Vice-Chair
1 July 2024