

**MINUTES of the MEETING OF THE PARISH COUNCIL**

held on Monday 7<sup>th</sup> October 2024 at 7pm in Scholes Sports Pavilion

**PRESENT:**

Councillor	Stella Walsh (Chair)		
Councillors	Karen Dales	Phil Maude	Paul Walsh
	Brian Foxcroft	Kinga Ragg	Gillian Williamson
	John Hayton	Chris Shoemsmith	

**In attendance:** Three residents and the Clerk.

**1 APOLOGIES**

Cllr. Remmer.

**2 PUBLIC PARTICIPATION.**

The following matters were brought to the attention of the Parish Council (PC);

- a. Two residents were looking to use three acres of a five and a half acre field off Long Lane to create a space for the exercise of dogs. This would be run as a business (i.e. there would be a fee). They understood that the PC were statutory consultees rather than decision makers but sought the views of Councillors before making a formal application for planning permission to the local planning authority (as the local planning authority charged for pre-planning advice). Councillors asked the residents various questions about the proposals.
- b. Another resident raised concerns about highways matters in Barwick, Potterton and Kiddal and other issues including;
  1. Inconsiderate parking on Aberford Road forcing traffic onto the wrong side of the road resulting in such traffic meeting buses and other large vehicles travelling in the opposite direction but on the same side of the road. He wanted the PC to press for double yellow lines or other parking restrictions.
  2. A similar problem to the above on The Cross outside the Black Swan public house.
  3. Heavy goods vehicles (HGVs) using Potterton Lane, in particular the issues this caused at the S-bend near the woodyard (the resident cited his employment experience in the transport industry to show that operators could make alternative arrangements and commented on the inconsistent signage in the Parish).
  4. The hard closure of the A64/Kiddal Lane junction during the Festival and the resulting seven mile detour and a suggested way (production of driving licence) to allow local traffic to be identified.
  5. The need for a bus shelter opposite the Gascoigne public house (he suggested that previous attempts to provide such had been declined as a bus shelter was not in keeping with the conservation area status of this part of the village). He suggested that funds from the Festival could be used to pay for one.
  6. The failure of the local branch of the Royal British Legion (RBL) to remove the poppy wreaths from the war memorials three/four months after Remembrance Sunday as required by the rules of that organisation. The resident was an ex-army officer and felt that this was disrespectful to the fallen.

Councillors replied as follows;

- Regarding items 2.b.1 and 2.b.2, Councillors shared the concerns of the resident.
- Regarding item 2.b.3, Councillors asked what category of HGV was using Potterton Lane. These were six-wheelers, some were delivering to the woodyard so had to use Potterton Lane but there were others with one company's vehicles in particular often going that way. The issue of verge creep had been raised by Cllr. Dales but not been addressed by Leeds City Council (LCC) Highways.

- Regarding item 2.b.4, the hard closure had been enforced by the Police, nevertheless, the Chair was a member of the Festival Committee and would raise this at their next meeting and let the Chair of that Committee know.
- Regarding item 2.b.6, the Chair would email the Chair of the local branch of the RBL about this.

### **3. VACANT POSITIONS IN THE BARWICK AND SCHOLES WARDS**

It was **resolved** that Brian Foxcroft be co-opted to fill one of the vacant positions in the Barwick Ward and that Phil Maude be co-opted to fill one of the vacant positions in the Scholes Ward, all in favour. They duly signed their declarations of acceptance of office which were witnessed by the Clerk.

### **4 DECLARATIONS OF PECUNIARY INTEREST.**

None.

### **5 MINUTES OF PREVIOUS MEETINGS.**

It was **resolved** that the minutes of the meeting of the PC, 5/2024-25, held on 2<sup>nd</sup> September 2024 (804-808) having been circulated, be approved and that the Chair be authorised to sign.

It was **resolved** that the minutes of the extraordinary meeting of the PC, 6/2024-25, held on 9<sup>th</sup> September 2024 (809-810) having been circulated, be approved and that the Chair be authorised to sign subject to the wording of the resolution in agenda item 4 (page 809) being changed to “It was **resolved** that the recommendation of the NPRG, that the Group meets with the developer to discuss the draft vision and advise the developer of key issues in the Parish and that they then report back to the PC on the meeting so that the PC can decide how it wanted to proceed.” and the removal of a reference to overcrowding regarding health care.

### **6 CORRESPONDENCE**

The list of correspondence items 3328-3329 was presented to the PC.

- 3328 was from a resident of Scholes regarding the notice board on Belle Vue Road which has stood empty for two to three years. Cllr. S. Walsh had written to Ward Cllr. Firth about this.
- 3329 was from a resident of Barwick regarding the locations of the “No Dogs” signs, the missing basket swing, tree replacement and a view that Scholes receives priority over Barwick. Cllr. Remmer had fitted the “No Dogs” signs so that there was such a sign at every entrance and the Clerk had advised the resident accordingly. Grant funding would be sought in due course for Barwick playground. The basket swing was a matter for the Playgrounds and Fabrications manager of LCC.

### **7 ACTION TRACKER**

The Action Tracker had been circulated to all and progress on the items listed noted accordingly. The following actions were completed. Insurance documents had been obtained from the contractor who cuts the mound of Hall Tower Hill (A5), a savings account had been opened with Lloyds Bank (A51) and the spoil on Scholes Lodge Field had been levelled (A42). Barwick and Scholes football club had decided to stay in Scholes (A49).

There had been progress on the following.

- Cllr. Hayton (as an accountant) had signed proofs of ID supplied by Cllr. Remmer to get him added to the Barclays mandate and Cllr. P. Walsh had completed a form (A7). It was agreed that the Clerk should pursue getting all non-signatory Councillors view-only access to the account.
- The Clerk had instructed the solicitors regarding the agreement to buy Scholes allotments and adjacent grassland (A41) but had not had a reply to his email and a telephone call had gone to voicemail and not been returned. He would try the office number and seek to get a letter of engagement following which a meeting with the solicitors would be arranged. He had sent details of the solicitors to those selling the land. Cllr. Maude made the PC aware that discussion about the overage clause would need to be a matter for the PC to consider. Insurance and flexibility of the use of the land also needed to be considered.

- The Clerk had applied to the Well Being fund for a grant towards Christmas light provision (A52) and there would be an agenda item next time to consider an application to the Community Fund (deadline for applications 30<sup>th</sup> November).
- The Clerk had begun drafting a letter to go to holders of key fobs regarding return of the fobs and refund of deposits (A55). He had emailed those whose addresses no longer appeared on the electoral register. It was agreed that those with key fobs had been given opportunity to return them one Thursday at the Pavilion whilst the Post Office was operating and one Saturday. These dates would be advertised in the next newsletter. Key fob holders would be given a deadline of 31<sup>st</sup> March 2025 to return their fobs following which their deposits would be absorbed into general PC funds.
- The Clerk would chase the supplier of the goal posts for replacement parts.

## **8 OTHER ITEMS**

### **8.1 To consider a Strategic Plan.**

Suggested projects were provision of a footpath between Barwick in Elmet and Garforth, refurbishment of Barwick in Elmet playground, an improved footpath along the road between Barwick in Elmet and Scholes, heating for Scholes Sports Pavilion, provision of car chargers in each village, provision of bus shelters, support and encouragement of Parish sports clubs. It was noted that towards the end of the three-year budget plan, there could be a considerable amount of Community Infrastructure Levy (CIL) money arising from those parts of the East Leeds Extension which were within the Parish boundary and the advantage of having projects lined up for which this money could be used was noted. The above list of projects was not considered exhaustive, and Councillors were asked to email the Clerk with any further suggestions that they might want to put forward for consideration.

### **8.2 Barwick changing rooms and pitch to be used by junior football clubs.**

The changing rooms and pitch at Barwick in Elmet were now unused and the Clerk had reached out to three junior clubs who had approached the PC in 2020, 2021 and 2022 to enquire about the use of these but who had struggled to gain agreement about sharing from the established open-age team. Two had expressed an interest subject to the fees being appropriate. There was discussion regarding the reason Colton Athletic and Whitkirk open age teams had withdrawn their interest, and it was felt that the uncertainty regarding electricity, water and grass cutting invoices contributed towards this. These had previously been paid by the outgoing open age team. The Clerk was asked to find out more so that the PC could make an informed decision about an appropriate charge for future clubs. He would ask Barwick Cricket Club if they would cut the football pitch for a fee which might be cheaper than using a commercial contractor and would contact Yorkshire Water Authority regarding water bills. Grass cutting at Scholes was discussed, in particular the land belonging to Scholes 1<sup>st</sup> Scouts, Scholes Cricket would be asked if they could include this as part of their grass cutting.

### **8.3 Offer of financial support for Christmas Light provision.**

There was an agenda item to consider an offer from the organisers of Barwick Beer Festival to donate some of the proceeds of their raffle towards additional Christmas Light provision. However, since the agenda had been published, their offer had been withdrawn as they felt that, following conversations with Cllr. Hayton, that the price charged by Leeds Lights was excessive and they would instead pursue an option to enhance Christmas Light provision by liaison with local businesses.

- 8.4 Using the Sports Pavilion at Scholes as a postal address where necessary.**  
It was **resolved** to use the Sports Pavilion at Scholes as a postal address where necessary. The background to this agenda item is given in the minutes of the Finance and General Purposes Committee meeting of 9<sup>th</sup> September, item 6q (page 122).
- 8.5 Unauthorised planting of trees on Scholes Lodge Field.**  
It was noted that someone had planted a tree on Scholes Lodge Field without the consent of the PC as landowner (or any of its committees or subcommittees). It was resolved to write a letter to those who live near the field to notify them that the tree would be removed and to have an appropriate article in the next newsletter. The next meeting of the Scholes Lodge Field subcommittee would be in the New Year.
- 8.6 Grant application from the Royal British Legion.**  
A grant application had been received from the RBL for £129.50 being the cost of seven wreathes at £18.50 each. It was **resolved** to approve the awarding of this. This grant would be paid under Section 137 of the 1972 Local Government Act. It was suggested that the award be conditional on timely removal of the wreathes afterwards (see item 2.b.6 above).
- 8.7 Fair on Jack Heaps Field.**  
It was noted that the Fair was coming to Barwick in Elmet, moving in on 13<sup>th</sup> October, opening from the 17<sup>th</sup> to the 21<sup>st</sup> and vacating on the 23<sup>rd</sup>. The Clerk had used his delegated authority. The Clerk would be away when the fair arrived and therefore Cllr. Hayton agreed to remove the security bollards at the entrance to the field.
- 8.8 Options for heating Scholes Sports Pavilion.**  
Cllrs. Ragg and Remmer had been considering energy provision for Scholes Sports Pavilion. One supplier had sent their quotations with prices based on the number of solar panels and whether a battery was included or not and the price of extras. The Clerk had had an on-site meeting with another contractor regarding an air source heat pump and a quotation would follow. Grants of £6,000 to £7,000 were available but there may need to be some contribution towards the cost from the PC. The Clerk would investigate whether the Economy Seven tariff was available to businesses. Cllr. Shoemith suggested contact with LCC procurement as they would use a framework agreement with suppliers and agreed to pursue this. Cllr. P. Walsh would also get a quotation from the contractor who fitted solar panels to his property. Options for a wind turbine were ruled out. Consideration was also given to whether the saving on energy costs justified the capital expenditure given the limited Pavilion usage and the fact that a significant portion of the energy bill was the standing charge.
- 8.9 Reports of meetings/training attended.**  
On 20<sup>th</sup> September 2024, Cllr. Dales had attended an on-site meeting at Laverack Bridge (near the golf club). Also present was an LCC Highways Officer, Ward Cllr. Matthew Robinson and a resident. She used the opportunity to raise highways concerns which had been brought to the PC. The proposal for Laverack Bridge was to have a hard stop to replace the give way and a red hatched mark. Cllr. S. Walsh reported that there would be a meeting with Highways Officers on 7<sup>th</sup> November using remote access technology to discuss issues in Scholes, she would send a summary. The long standing issue regarding Long Lane was still unresolved.
- On 11<sup>th</sup> September 2024, Cllr. S. Walsh had attended a National Association of Local Councils (NALC) meeting via remote access technology.
- 8.10 Safeguarding report.**  
There was nothing of note to report. Cllr. Remmer had cut the dangerous metal spikes on Hall Tower Field down to ground level.

## 9 PLANNING MATTERS

Application number	Applicant	Description
24/04348/FU	1 Elmet Road	Demolition of existing rear conservatory; Single storey front extension; single storey rear extension; two storey side extension
It was <b>resolved</b> that the PC raise <b>no objection</b> to this application, all in favour.		
24/04850/FU	1 Saw Wood Barns, York Road	Single storey rear extension
It was <b>resolved</b> that the PC raise <b>no objection</b> to this application, all in favour.		
24/04576/ COND	Land Between Wetherby Road, Skeltons Lane and York Road Leeds LS14	Consent, agreement or approval of Condition 29 to Planning Application 12/02571/OT
It was noted that this was just a change to the proposed materials used.		
24/04994/FU	7 Croftway	Single storey front extension incorporating steps with retaining wall
It was <b>resolved</b> that the PC raise <b>no objection</b> to this application, all in favour.		

## 10 FINANCE

### 9.1 Formal approval of invoices and payments to be made for October 2024.

- The Responsible Financial Officer (RFO) had circulated a bank reconciliation and a list of anticipated payments for October 2024. There were ten payments to be made by bank transfer totalling £1,527.
- There were also four automated payments due to be taken in November 2024 with an estimated total of £189.84 and one payment made on the PC credit card totalling £12.36 which would be taken early in November.
- It was **resolved** to approve these payments.
- Automated payments due in October totalling £189.84 had been approved at the previous meeting. In addition, two payments made on the PC credit card totalling £157.92 would be taken early in October 2024.
- Contractual payments such as the Clerk's salary are not included in the above figures.

### 10.2 Budgeted income/payments vs. actual income/payments for the year to date.

The RFO had circulated a report showing budgeted income/payments vs. actual income/payments for the year to date. There was a query regarding the lack of expenditure to date on the newsletter.

## 11 CRIME REPORT

Cllr. P. Walsh had attended the Harewood Ward Police and Communities Together (PACT) meeting held in the Miner's Institute on 12<sup>th</sup> September 2024. On site crime at the Festival (partially within the boundaries of the Parish) had made the usual level of crime in the Parish look unusually high, excluding this data, crime levels were no higher than normal. A detailed summary of the meeting had been circulated by email on 13<sup>th</sup> September 2024.

## 12 DATES OF FUTURE MEETINGS

<b>Date</b>	<b>Time</b>	<b>Meeting</b>	<b>Venue</b>
4 <sup>th</sup> November 2024	7pm	<b>Parish Council meeting</b>	Barwick Miner's Welfare
21 <sup>st</sup> October 2024	7pm	<b>Finance and General Purposes (F&amp;GP) Committee</b>	Scholes Sports Pavilion
28 <sup>th</sup> October 2024	7:30pm	<b>Playing Fields Committee</b>	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 9:05pm.

Signed

Chair  
4 November 2024