

**MINUTES of a meeting of the Finance and General Purposes (F&GP) Committee**

held on Monday 20<sup>th</sup> January 2025 at 7pm, in Scholes Sports Pavilion.

**PRESENT:** Councillors Kinga Ragg (Chair) John Hayton Paul Walsh  
Karen Dales Chris Shoemith Stella Walsh  
Brian Foxcroft

**In attendance:** The Clerk.

**1 APOLOGIES.**

Cllr. Remmer.

**2 CO-OPTION OF CLLR. FOXCROFT.**

It was **resolved** to co-opt Cllr. Foxcroft onto the Committee. The resignation of Mrs. Gillian Williamson from the Parish Council (PC) was noted, Cllr. S. Walsh would buy her some flowers and a card in appreciation of her contribution to the Parish.

**3 DECLARATIONS OF PECUNIARY INTEREST.**

Cllr. Dales regarding grass cutting.

**4 MINUTES OF PREVIOUS MEETING.**

It was **resolved** that the minutes of the Committee meeting 4/2024-25 held on 21<sup>st</sup> October 2024 (126-128) and 5/2024-25 held on 11<sup>th</sup> November 2024 (129) both having been circulated, be approved and the Chair be authorised to sign subject to the line "*The Peace Flame budget would be considered and the sports clubs pre-warned*" being removed from the draft minutes of the October meeting (item 4, page 126).

**5. ACTION TRACKER.**

The following actions had been completed since the October meeting.

- a. Cllr. S. Walsh has bought a replacement plaque for the "Tommy" silhouette statute in Scholes (A11).
- b. Cllr. P. Walsh had provided his bank account details so that he could be reimbursed for the acer he bought thus making the cost of this coming out of a donation from a resident for this purpose (A20).
- c. Verge creep concerns on Leeds Road and Potterton Lane were now being considered as part of the Action Tracker for the full PC (A28).
- d. Strategic Plan. To be considered as completed from an F&GP Committee point of view as this was now a standing agenda item for full PC meetings (A65).
- e. Electricity supply for Barwick in Elmet changing rooms. This was now up and running with a supplier with an agreement to October 2025 (A65).
- f. Pavilion Heating. Options for solar panels and ground source and air source heat pumps had been ruled out on the basis that Pavilion usage did not justify the cost involved. Instead, improvements to the electric heaters would be considered. It was agreed to consider this item as completed on the Action Tracker and to open up a new action for the improvements to the electric heating. The Clerk had met someone on-site on 29<sup>th</sup> October 2024 who looked at heating provision but had not come back with a quotation, the Clerk would chase him up. Cllr. Hayton would send the Clerk a couple of contacts (A15).
- g. Content of the asset register, in particular, the lectern type interpretation display boards. On 20<sup>th</sup> November 2024, Cllr. Hayton had carried out an assessment of the signs in Barwick (A57).
- h. The latest newsletter had invited residents to put forward suggested locations where trees could be planted. The Clerk had put a form on the website for completion by residents (A62).

- i. Stile onto Scholes Lodge Field. It was noted that the Neighbourhood Plan Review Group had been discussing this and were proposing a consultation with residents. It was agreed that this be considered by the full PC and as such, be considered as completed from a Committee point of view (A66).

The following actions were still ongoing.

- j. Getting quotations for cleaning the village gateway entrance signs. It was agreed that this wasn't urgent and that this would not be done this year (A17).
- k. Poor condition of the interpretation display boards. It was suggested that these be done one a year. Cllr. S. Walsh would check who did the interpretation display board for the Peace Flame. It was suggested that two of these needed a good clean. Vicky Nunns (see 6b below) would be asked who does this for Leeds City Council (LCC). Cllr. Ragg agreed to look into this further (A21).
- l. Graffiti at Barwick Playground. Cllr. Ragg was willing to clean it, she would email Cllr. P. Walsh who had previously carried out a visual inspection (A22).
- m. Request from a resident to clear the growth of vegetation at the top of Richmondfield Mount. Concern was expressed that the Clerk had been asked to get three quotations for a job costing £50. A check of Financial Regulations would be done to establish what the threshold should be. The contractor doing this work would be reminded that this work was still outstanding (A25).
- n. Pavilion cleaner. The former cleaner had still not returned the keys. Her postal address was unknown, the Clerk would chase her up by email or telephone (A40).
- o. Broken goal posts previously on Jack Heaps Field. The Clerk had spoken to the supplier and followed this with a WhatsApp on 12<sup>th</sup> December 2024 but heard nothing further. It was noted that there were a pair on junior size goal posts at Barwick football pitch which were not being used. They could not be dismantled and could only be moved intact but one of these could be moved to Jack Heaps field. It would need at least four people to carry it over. The Clerk would ask the Chair of Barwick in Bloom to see if the trailer that they use could be used to transport one (A59).
- p. Cleaning the Pavilion. The need for a cleaner for the inside of the Pavilion was minimal but there was considerable litter etc. on the multi-use games area (MUGA). The cleaner of Scholes Village Hall could do litter picking etc. It was agreed that this could be done fortnightly. Cllr. S. Walsh would speak to him about this and this would be put on a full PC agenda for formal approval. There would be an appeal in the next newsletter for people to keep the area tidy. Cllr. P. Walsh knew someone who have quoted for cleaning – the quote was based on three hours work.
- q. Cutting the allotment hedges. The contractor for the allotment hedges was the same one who was cutting the bush at the top of Richmondfield Mount (see item 5l above, page 130).
- r. Grass cutting of Scholes football and cricket pitches and the Scouts area. The Committee were waiting to see if LCC came to cut the grass in the spring (A64).

## **6. WORK REQUESTS**

### **a. Grass cutting contracts for 2025.**

The Committee considered options for grass cutting contracts for 2025. It was recognised that further discussion at the March meeting would be too late, and it was therefore decided to put this as an item for consideration at the February PC meeting. The Clerk would compile a table showing the costs per cut and per year, he would forward details of any other quotations from 2024 and would also contact existing grass cutters to confirm whether their prices for 2025 would be the same as 2024.

### **b. Barwick playground.**

It was recognised that there was a need for essential maintenance of the existing playground facilities but also a desire to consider new equipment. Cllr. P. Walsh had emailed Ward Cllr. Matthew Robinson regarding concerns about existing equipment. He had replied copying in the other two Ward Councillors and Vicky Nunns (LCC Climate, Energy and Green spaces). Ward Cllr. Robinson had called a remote access meeting on 6<sup>th</sup> February 2025 to discuss this. There

were discussions about signage. It was agreed that, as the Clerk was on annual leave for a couple of days, Cllr. P. Walsh would email the Playground and Fabrications Manager at LCC (every day if necessary) until he responded, the Clerk would send him contact details. The Committee wanted written assurances that the playground was safe for children to use (the results of the inspection carried out in November by an external contractor had deemed some of the playground to be unsafe). The Clerk would find the letter from the previous LCC playgrounds and fabrications manager which agreed to LCC doing the maintenance. The Clerk had just received an email from a local resident who had offered to help with grant applications for new equipment and would reply to him accepting the offer once there were concrete proposals in place. It was hoped that Vicky Nunns could come up with one or two proposals with costings. Padlocking the gate was ruled out as an option as this would only encourage children to climb over the fence. There would be an item on the Action Tracker for this to go on the next Committee agenda.

**c. Consideration of jobs which could be put forward so that a list of ongoing maintenance jobs could be compiled.**

Former Cllr. Gillian Williamson had offered to compile a list of jobs which could be put forward so that a list of ongoing maintenance jobs could be compiled. As she was no longer a Councillor, Cllr. Foxcroft agreed to take this forward. The list would show those the PC had had quotations from and include bigger jobs.

**d. Asset register updates**

There were no changes to the asset register to report this time.

**e. Risk assessments. To note any work which needs doing.**

The last tree report was in March 2021. A list or table was needed.

**7. PAVILION MATTERS**

It was **resolved** to keep hire charges for 2025/26 the same as 2024/25 and to review this in six months.

**8. DRAFT MINUTES OF SUBCOMMITTEES WHO REPORT TO THE COMMITTEE**

Members of the Peace Flame subcommittee were planning to visit Barwick Church of England Primary School with bookmarks.

**9. DATE OF NEXT MEETING**

10<sup>th</sup> March 2024 at 7pm in Scholes Sports Pavilion.

The meeting closed at 8:10pm.

Signed

Chair