

MINUTES of the MEETING OF THE PARISH COUNCIL

held on Monday 3rd March 2025 at 7pm in Scholes Sports Pavilion.

PRESENT: Councillor John Hayton (Chair)
 Councillors Brian Foxcroft Phil Maude Paul Remmer

In attendance: The Clerk.

1 APOLOGIES

Cllrs. Dales, Ragg, Shoesmith, P. Walsh and S. Walsh. In the absence of the Chair, the Vice Chair chaired the meeting.

2 PUBLIC PARTICIPATION.

There were no members of the public in attendance.

3 DECLARATIONS OF PECUNIARY INTEREST.

Cllr. Hayton regarding 7.5 as the person presenting the grant application on behalf of the Maypole Committee was a client of his.

4 MINUTES OF PREVIOUS MEETING.

It was **resolved** that the minutes of the meeting of the PC, 11/2024-25, held on 3rd February 2025 (830-836) having been circulated, be approved and that the Vice-Chair be authorised to sign.

5 CORRESPONDENCE

3340. Letter from Network Rail letter sent recorded delivery being a formal notice of an intention to utilise the general vesting declaration procedure to acquire land including proposals to replace the existing level crossing with a bridleway bridge at Nanny Goat Lane.
The Clerk would write to Network Rail to ask which bit of land they thought belonged to the PC.
3341. Email from a resident whose property adjoins public right of way 18 (running past Barwick primary school and the allotments) regarding the damage to his fence panels due to ivy on the path side of his boundary. The Clerk had exchanged emails with this resident.
3342. Scholes resident who has previously provided planning advice advising that he is stepping back and suggesting that the PC endorses appreciative comments from City Councillors past and present. The Clerk would write to him to thank him accordingly.

6 ACTION TRACKER

The Action Tracker had been circulated to all and progress on the items listed was noted.

The following actions had been completed;

- a. Defibrillator notifications (A4) - item 6p page 831 of the February 2025 meeting minutes refers.
- b. Highways concerns (A48) - item 6d page 831 of the February 2025 meeting minutes refers. The issues raised had been copied and pasted and forwarded to Ward Cllr. Firth.
- c. Barwick changing rooms and pitch to be used by junior football clubs (A73) - item 7.1 page 832 of the February 2025 meeting minutes refers.
- d. Application to the Community Fund for a grant of £2,000 towards the cost of Christmas Light provision in 2025 (A80). The application had been unsuccessful.
- e. Christmas light provision (A83) – see item 7.3 below.
- f. Grass cutting contracts for 2025 (A90) – the grass cutting contractors had been made aware of the decisions of the February 2025 PC meeting (item 7.3 page 832 of the February 2025 meeting minutes refers).
- g. Mole hills on Scholes Lodge Field (A93) – a mole control contractor had attended the field and appropriate actions were being taken.

- h. Increase in Sports Club rents (A96) – The Clerk had written to the three organisations not requiring three month's notices and notified them accordingly.

The other actions on the Action Tracker were ongoing but there had been progress on some of unresolved items.

- a. Barwick Playground proposals (A1). There would be an agenda item at the next Finance and General Purposes (F&GP) Committee meeting to consider this further.
- b. Scholes Lodge Field gate (A6). Awaiting warmer weather.
- c. Proposals to buy Scholes Allotments (A41). Cllr. Maude and the Clerk had met with the farmer who was storing straw on the grassland. There had been ongoing communications between them, the farmer, the sellers and the solicitors which were detailed in the Action Tracker. An unsuccessful attempt had been made to contact the other farmer who was putting manure on the grassland.
- d. Health and Safety concerns that the Clerk had to lift a manhole cover and bale out copious amounts of water in order to take a meter reading (A43). The Clerk was meeting someone from Yorkshire Water Authority onsite the next day (4th March) to address this.
- e. Broken goal posts on Jack Heaps Field (A46). There had been no progress on this. However, it was noted that there were some unused junior goal posts near the football changing rooms. Garforth Villa had successfully obtained a grant from the Community Fund for a set of nine-a-side goal posts and therefore didn't need these and indeed, had offered to help with the task of carrying one of these across to Jack Heaps field. It was agreed to pursue this option and to arrange a mutually convenient date to move the goal posts.
- f. Grass cutting at Scholes (A74). The Clerk would email Ward Cllr. Robinson to seek confirmation that Leeds City Council (LCC) would resume cutting the grass in the Spring.
- g. The Clerk not being notified when residents use the "Contact the Clerk" page of the PC website (A78). It was noted that almost every day, this feature of the website was being used by those offering to make the website top of internet search engines (or similar) and was very rarely used by residents of the Parish. Most of the contact the Clerk had with residents can come from emails or telephone calls. It was felt that fixing the issue with the website would only create extra unnecessary emails to the Clerk and it was agreed that it would be better to remove the "Contact the Clerk" form the PC website and point residents towards email/telephone contact instead.
- h. Purchase of a small gift for Cllr. Remmer (A82). Cllr. Remmer was appreciative of the fact that the PC wanted to thank him for his ongoing work but insisted that this was not necessary. It was agreed to consider this action as completed.
- i. Insurance renewal (A92). Three insurers had been contacted. One insurer had replied, and their quotation was discussed briefly. One insurer was reluctant to quote more than ninety days ahead of the renewal date (1st June). Further quotations were expected now that the renewal was within this timescale.
- j. Inclusive access to Scholes Lodge Field (A93). Cllr. S. Walsh had taken the lead on this and the need for plans was recognised at a cost of about £100. Cllr. Foxcroft agreed to speak to her about this.
- k. Proposal that returned key fobs are issued to Councillors (A94). The Clerk issued key fobs to those in attendance, and one was taken for Cllr. Ragg. Cllr. Remmer already had a fob.
- l. Proposals for developments in Scholes (A95). The developer had been contacted and alternative dates for a meeting had been offered. The preferred date was agreed.

7 OTHER ITEMS

7.1 Advertising slogans around the boundary of the football pitch.

It was **resolved** to agree to a request by Garforth Villa Football Club to be permitted to have advertising slogans around the boundary of the pitch similar to those around the Cricket pitch. This was subject to two conditions. Firstly, the PC reserved the right to request removal of any sign where the content was deemed offensive and the advertising must solely be attached to the boundary railings

7.2 Barwick Beer festival on 20th September 2025.

It was **resolved** to approve a request by the organisers of Barwick Beer festival to erect a marquee on Barwick football pitch and to use Jack Heaps field for car parking on 20th September 2025. Barwick Bowling Club had been made aware, and Garforth Villa Football Club had agreed to arrange their fixtures accordingly.

7.3 Christmas light provision.

Consideration was given to leaving Christmas light provision to others to organise whist being sympathetic to requests from such people for grant funding. There would be an article in the next newsletter asking residents for their views and to seek sponsors. It was felt that in future, the emphasis should be on strings of lights in trees and that the motifs would not be continued. There was discussion about the 2024 provision. It was felt that this was disappointing, the switch on date was later than expected and LCC had to attend several times when motifs were not working. It was nevertheless **resolved** to pay the invoices from LCC in full, all in favour. It was agreed that the PC makes clear its expectations for any future provision. A decision about 2025 provision would be taken at the July PC meeting. A grant application to the Community Fund had been unsuccessful on the grounds that that fund had awarded a previous grant for Christmas Light provision, however, an application to the Well-Being fund for £1,500 had been successful.

7.4 Pavilion cleaner.

It was **resolved** to engage the services of a cleaner to clean the Pavilion and the outside area at £15 an hour and that they be asked to work one hour every fortnight, i.e. £30 per month. The cleaner would have to provide their own equipment and materials.

7.5 Application from the Maypole Committee for grant funding towards the cost of the 2025 event.

A grant application had been received from the Maypole Committee for grant funding towards either a climbing wall (£600) or a mobile farm (£700). It was **resolved** to fund the cost of a climbing wall.

7.6 Reports of meetings/training attended.

Cllr. S. Walsh had attended two meetings via remote access technology. On 30th January, she attended the women's Councillor network and she had also attended a LCC Peace Group meeting (Leeds now had four Peace monuments).

7.7 Safeguarding report.

The basket swing at Scholes playground was broken. The Clerk would report this if it wasn't already reported.

8 PLANNING MATTERS

Application number	Applicant	Description
25/00490/FU	37 Chapel Lane	Demolition of existing garage and erection of garden room to rear.
It was resolved to raise no objections to this.		
25/00527/FU	70 Belle Vue Avenue	Demolition of existing garage/outbuilding to rear and construction of single storey side/rear extension to consist of garage/storeroom.
It was resolved to raise no objections to this.		
25/00996/FU 25 th February 2025	41 Lyndhurst Crescent	Demolition of detached garage; construction of single storey side and rear extension.
It was resolved to raise no objections to this.		

9 FINANCE

9.1 Approval of invoices and payments to be made for March 2025.

- The Responsible Financial Officer (RFO) had circulated a bank reconciliation and a list of anticipated payments showing both anticipated payments and also automated payments previously reported at the February meeting. The list of payments also retrospectively reported a couple of payments made since the February meeting which had not been listed at the time. The report included payments made on the PC credit card.
- Automated payments due to be taken in April 2025 were also reported (estimated where necessary) and payments made on the PC credit card which would be taken early in April 2025.
- It was **resolved** to approve these payments.
- Automated payments due in March had been approved at the February meeting.
- Contractual payments such as the Clerk's salary were not included in the figures.

9.2 Formal appointment of internal auditor.

It was **resolved** to appoint Rachel Pearson, Account-Ant as the Internal Auditor for 2025. She would be given access to the PC Quickbooks account so that she could carry out as much of the audit as possible. The accounts would be ready for audit by the third week in April. It was noted that it was good practice to review the appointment of an internal auditor every three years or so.

10 CRIME REPORT

There was no report this time.

11 DATES OF FUTURE MEETINGS

Date	Time	Meeting
7 th April 2025	7pm	Parish Council meeting to be held at Barwick Miner's Welfare.
10 th March 2025	7pm	Finance and General Purposes (F&GP) Committee to be held at Scholes Sports Pavilion.
14 th April 2025	7:30pm	Playing Fields Committee to be held at 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 8:09pm.

Signed

Vice-Chair
7 April 2025