

MINUTES of the MEETING OF THE PARISH COUNCIL

held on Monday 7th April 2025 at 7pm in Barwick Miner's Welfare.

PRESENT:

Councillor	Stella Walsh (Chair)		
Councillors	Brian Foxcroft	John Hayton	Phil Maude
	Chris Shoesmith	Kinga Ragg	

In attendance: The Clerk.

1 APOLOGIES

Cllrs. Dales, Remmer and P. Walsh.

2 PUBLIC PARTICIPATION.

There were no members of the public in attendance.

3 DECLARATIONS OF PECUNIARY INTEREST.

There were no declarations of pecuniary interest.

4 MINUTES OF PREVIOUS MEETING.

It was **resolved** that the minutes of the meeting of the Parish Council (PC), 12/2024-25, held on 3rd March 2025 (837-840) having been circulated, be approved and that the Vice-Chair be authorised to sign.

5 CORRESPONDENCE.

An email had been received from a Barwick resident wanting to organise a litter picking team and asking the PC for support by provision of purple bags, litter picking sticks and hi-vis jackets.

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;

- Lloyds Bank mandate change (A7).
- The "Contact the Clerk" page of the PC website had been removed (A78).
- Cllr. Remmer had declined the offer of a small gift of appreciation (A82).
- Key fobs were being issued to Councillors (A94).
- The invoice for Christmas Lights had been paid (A97).
- The Clerk had written a letter of appreciation to a Scholes resident who has previously provided planning advice and who was now stepping back (A103).

The other actions on the Action Tracker were ongoing, some of which were agenda items in their own right (see 7.1, 7.2, 7.7 and 7.8 below). There had been progress on some of unresolved items.

- Barclays Bank mandate change. The bank had advised starting the process all over again. The Clerk had brought the forms to the meeting and those present signed accordingly (A72).
- 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). A surveyor from Yorkshire Water Authority had met the Clerk onsite on 4th March 2025. He advised against moving the meter. The Clerk had tried to get a refund as the work was not carried out but had been advised that the £140.50 covered the call out fee. It was suggested that the Clerk tries to pursue changing the meter to one which could be read remotely using a SIM card or to seek the advice of Cllr. Remmer.
- Broken goal posts on Jack Heaps Field (A46). On 23rd March 2025, Garforth Villa junior football club had moved a pair of small goal posts from the football pitch to Jack Heaps Field. However, the set bought in 2024 were still needing replacement parts. It was suggested that a local handy man be asked to repair them.

- j. Proposals to buy Scholes Allotments (A41). The Solicitor had asked the vendor's solicitors for a copy of an historic lease dated 1941. Barwick Historical Society had supplied a copy (the associated plan was missing from the document). Attempts had been made unsuccessfully to contact a farmer who owned the fields beyond the grassland. This action seemed to have progressed to the point where the Solicitor now had everything she needed and completion was awaited. There was a discussion on finance for sale, there was nevertheless sufficient funds in other PC accounts to avoid unnecessary delay to completion. Cllr. S. Walsh would email the resident who used to live in the property adjoining the access track.
- k. Grass cutting at Scholes (A74). The Clerk had emailed Ward Cllr. Robinson to seek confirmation that Leeds City Council (LCC) would resume cutting the grass in the Spring. He had replied to say that charges would come into place ahead of the new football season. The Clerk had emailed Vicky Nunns (LCC Climate, Energy & Green spaces) to establish the costs. It was noted that the terms of the lease for Scholes Cricket and Scholes 1st Scouts made them responsible for their own maintenance. The Clerk would try to get the costs ahead of the Playing Fields Committee meeting the following Monday so that an informed discussion could take place. The name of a local contractor was suggested.
- l. Inclusive access to Scholes Lodge Field (A93). Planning permission was awaited.
- m. Letter from Network Rail. The Clerk had written to them to ask which bit of land they thought belonged to the PC and received a reply to say that they would respond in due course (A102).

7 OTHER ITEMS

7.1 To consider a consultation regarding Barwick playground as part of a process to improve existing provision.

Consideration was given to playground facilities at Barwick, it was decided to investigate options for increasing the footprint of playground provision by a third by using the existing flat land between the existing playground provision and the adjacent properties. Vicky Nunns would be asked to produce designs for consideration and to advise of the consultation process.

7.2 Insurance renewal.

It was **resolved** to approve a proposal to give the Finance and General Purposes Committee delegated authority to agree insurance renewal for 2025/26.

7.3 Maintenance work for Hall Tower field necessary for the tri-annual Maypole festival on 26th May 2025.

Members of the Maypole Committee had indicated that the growth of vegetation along part of the boundary fence were encroaching onto the area where the children sit when waiting to dance round the maypole. Cllr. Shoesmith and the Clerk would arrange an onsite meeting with a member of the Maypole Committee to clarify which vegetation needed cutting back following which, the Clerk would arrange for the work to be carried out.

7.4 Neighbourhood Plan Review.

Cllr. Maude reported on the progress of the Neighbourhood Plan Review Group (NPRG). Ian McKay (LCC Neighbourhood Planning Manager) had met with members of the Group and advised that the review should be paused pending the outcome of a review of the greenbelt and sites identified by LCC in its call for sites. LCC will publish its assessment of sites which have been put forward and will launch a citywide consultation seeking residents views before it makes any actual allocations. He suggested options for engagement with local residents. Cllr. Maude would write an appropriate article to go in the next newsletter and Cllr. S. Walsh would write something for the website. A link to the Call for Sites 2040 would be put on the website. It was important that residents respond to this online consultation to make their views known. It was noted that Barwick in Elmet enjoyed the benefit of three

public houses, a parade of shops and other amenities not enjoyed by other communities which made it more likely to attract development than neighbouring villages without a similar level of amenities. The Group had agreed to pause work on the Plan at its last meeting. It would nevertheless continue to meet as a group to advise the PC on the next stages of the process. There would be a formal response from the PC.

7.5 Grass cutting in Scholes.

See item 6k above.

7.6 Use of the pitch at Barwick by Garforth Villa juniors for the 2025-26 season.

It was noted that Garforth Villa juniors had aspirations to use the pitch at Barwick for the 2025-26 season, in particular on a Saturday morning for their under-fourteens eleven-a-side and on Sunday mornings for two under elevens nine-a-side teams. A formal approach had yet to be made. It was agreed that football should be played at Barwick for the 2025-26 season and that Garforth Villa juniors be asked to put their request in writing. Most of the Parish sports clubs, plus Scholes 1st Scouts and Barwick Village Hall had ninety-nine-year leases starting in 1979 and it was agreed that a review of these leases be considered as part of the next review of the Strategic Plan.

7.7 Scholes Allotments.

See item 6j above.

7.8 The safeguarded site in Scholes and other sites put forward for development.

Members of the PC and NPRG had met with the owners of the safeguarded site in Scholes and Cllr. Maude gave a report. The purpose of the meeting was to enable both parties to understand key issues relating to the site which is currently being assessed by LCC for its suitability for housing along with other sites in the parish put forward by landowners and developers. Items discussed included traffic surveys, provision of a community hub and proposals for an underpass at the old railway bridge. The landowner was not a house builder and whilst they might deal with the planning process and put in place infrastructure, they would leave the house building to others. The land off Morwick Grove was not being considered for development

7.9 Reports of meetings/training attended.

There had been no Councillor/Clerk training since the last meeting

7.10 Safeguarding report.

There was nothing new to report since the previous meeting.

8 PLANNING MATTERS

Application number	Applicant	Description
24/04967/FU	Barn South Of Rakehill Road	Conversion of agricultural building to single dwelling with insertion of new windows and doors, new landscaping and hard standing to side with parking spaces.
25/00996/FU	41 Lyndhurst Crescent	Demolition of detached garage; construction of single storey side and rear extension.
25/01158/FU	The Bungalow, 1A Lynnfield Gardens	Single storey side extension link to existing garage, conversion of garage to habitable room.
25/01253/FU	57 Nook Road	Variation of condition 2 (Approved Plans) to previously approved Planning Application 23/06330/FU (Part single storey, part two storey rear/side extension with gable roof;

		two storey front extension; hip to gable extension; basement level extension; replacement and new windows including new first floor side windows and juliette balconies to rear, new fencing to side, side door relocated) for revised plans and elevations to include the drawings 25010-300A - Proposed Floor Plans, 25010-301A - Proposed Elevations and 25010-302A - Proposed Site Plan in place of the previous proposed plans.
25/01435/FU	33 Fieldhead Drive	Two storey bay window extension incorporating open porch extension with glazed roof to front; two new windows at ground floor level to side; one new window at first floor level to rear; external wall insulation with render finish to elevations; solar panels to front and both sides.
25/01592/FU	44 Nook Road	Single storey rear extension including new pitched roof to existing flat roof extension to rear of garage; alterations to part of garage to form a habitable room, brick up ground floor side window and insertion of one new ground floor side window.
25/01683/FU	7A Potterton Lane	Change of use of workshop and office to C3 Dwelling with demolition of existing store.
It was resolved to raise no objections to the above applications.		

The Clerk was now received “Saved Searches” emails advising the PC of decisions made by the Local Planning Authority and notifying the PC of new applications (including those where the PC would not otherwise be notified of where the PC was not a statutory consultee) and amendments to applications already submitted. It was felt the such emails were useful and that the Clerk should continue to receive them and share with Councillors where appropriate.

9 FINANCE

9.1 Approval of invoices and payments to be made for April 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 March meeting. He reported two further payments which had been raised since the circulation of the report, i.e. £34 for room hire and additional payments to HMRC to make up a shortfall. The list of payments also retrospectively reported five payments totalling £671.99 made since the March 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 May 2025 were also reported (estimated where necessary) and payments made on the PC credit card which would be taken early in May 2025.
- It was **resolved** to approve these payments.
- Automated payments due in April had been approved at the March meeting.
- Contractual payments such as the Clerk’s salary were not included in the figures.

9.2 Review of interim accounts

It was noted that on 25th March 2025, Cllrs. Hayton and Ragg undertook a review of the interim accounts, including an assessment of internal controls in certain aspects of accounting. Certain anomalies were identified and some items would be reassigned to other budget categories.

10 CRIME REPORT

There was no report this time.

11 DATES OF FUTURE MEETINGS

Date	Time	Meeting	Venue
12 th May 2025	7pm	Annual Parish meeting	Scholes Sports Pavilion
12 th May 2025	8pm	Annual Parish Council meeting	Scholes Sports Pavilion
14 th April 2025	7:30pm	Playing Fields Committee	Miner's Institute
19 th May 2025	7pm	Finance and General Purposes Committee	Scholes Sports Pavilion

Regarding the June meeting (2nd), the Chair, the Clerk and Cllrs. Foxcroft and Ragg would all be unavailable and it was agreed that the meeting should be rescheduled for 9th June which would nevertheless be four weeks after the May meeting (Cllr. Ragg and the Clerk would still be unavailable).

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 8:37pm.

Signed

Chair
12 May 2025