BARWICK in ELMET & SCHOLES PARISH COUNCIL 7/2025-26

MINUTES of a MEETING OF THE PARISH COUNCIL
held on Monday 3rd November 2025 at 7pm in the Miner's Institute, Barwick in Elmet

PRESENT:	Councillor	Stella Walsh (Chair)		
	Councillors	Karen Dales	Brian Foxcroft	Paul Walsh
		Catherine Flynn	Kinga Ragg	

In attendance: One resident, two representatives of Savills Estate and letting agents (York) and the Clerk.

1 APOLOGIES.
There were apologies from Cllrs. Maude, Remmer and Shoesmith.

2 VACANT POSITION IN THE SCHOLES WARD.
It was **resolved** that Catherine Flynn be co-opted to fill the vacant position in the Scholes Ward, all in favour. She duly signed her declaration of acceptance of office which was witnessed by the Clerk.

3. PUBLIC PARTICIPATION.
The resident had recently had his planning application refused by the Local Planning Authority (being a change of use of a field into a dog walking area). He felt aggrieved that the application had not gone to Plans Panel. The Parish Council (PC) said that there would be an agenda item to look at his application further if he went to appeal and encouraged him to keep the PC informed.

Savills were the company engaged by the landowner of Parlington Estate (a joint venture between Saint John's College, Cambridge University and Christchurch, Oxford University). Their representatives appraised the PC regarding restoration of the dark arch (a bat survey was due in January/February). It was currently closed on health and safety grounds for repairs. A pre-application had been made for the round house for building consent with plans for a display board and implications for the public right of way. It would be taken down to a sustainable level following a consultation with Historic England. They then answered questions about the Richmondfield Lane site, the new town settlement (which was not being put forward), a site in Aberford, proposals by a previous owner for solar panels and spoke about a management plan and associated felling licence. They also addressed concerns about the need to reduce hedge height on the approach to Laverack Bridge in order to improve the sightline.

4 DECLARATIONS OF PECUNIARY INTEREST.
There were no declarations of pecuniary interest.

5 MINUTES OF PREVIOUS MEETING.
It was **resolved** that the minutes of the meeting of the PC, 6/2025-26, held on 6th October 2025 (865-869) having been circulated, be approved and that the Cllr. Ragg (who Chaired that meeting) be authorised to sign.

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

a. Proposals to buy Scholes Allotments (A41). Part payment had been made by bank transfer and the balance by cheque. Completion would follow once the cheque had cleared.
b. Repair of goal posts for Jack Heaps Field (A46). Now the fair had been, the goals would be assembled with the assistance of a local resident who had collected the necessary parts from the supplier.
c. Inclusive access to Scholes Lodge Field (A93). A questionnaire would go in the November newsletter.

d. Request by Tennis Club to have a sign at the entrance to Jack Heaps Field (A109). Tennis Club had been asked about this at the October Playing Fields Committee meeting and advised that they were not pursuing this for the time being.
e. PC response to a communication regarding the future of Scholes Village Hall & the Leeds Local Plan (A111). Cllr. Walsh advised that she had submitted a response on behalf of Scholes Annual Show, a response from the PC would be sent.
f. Concerns raised by two residents in the Public Participation part of the October meeting (A113). Cllr. S. Walsh advised that she had not received material for the newsletter to address the resident's concerns. However, the PC had agreed not to make comments on parking as it was a transport issue and outside the PC remit.
g. Leeds Local Plan Consultation 2025 (A115). Although Cllr. Maude had completed the actions agreed at the October meeting in terms of addressing the concerns raised by a Scholes resident, a further resident had made complaints to the PC regarding the submission and due process. Cllr. Maude had drafted a response to this resident but wanted formal agreement from the PC regarding his proposed reply. Not all Councillors had seen his draft response and as he was not in attendance, it was **resolved** to approve the proposed response, there were two abstentions.

Completed actions included completion of repairs to Hall Tower Field, confirmation from Barclays Bank that the mandate changes had been completed and notification of Sports Clubs treasurers about the 2026 increase in rent.

7 OTHER ITEMS

7.1 Projects for the remainder of the unspent amount from Community Infrastructure Levy (CIL) funds.

A report showing all income received from CIL and money spent against it had been circulated. It was **resolved** to retrospectively agree that the £6,000 contribution towards the cost of a new playground for Scholes be taken from CIL money and that the remaining unspent money from the Chartford Homes development (£5,308.35) be put towards the cost of the playground improvements in Barwick (see item 7.4 below).

7.2 Frequency of the publication of the newsletter and other ways to communicate with residents.

It was agreed to retain the existing pattern of newsletter publication. Options for digital communication were discussed, Cllr. S. Walsh would take a look at the PC website to consider items for deletion. There would be an agenda item at a future meeting to look at a communication strategy.

7.3 Grant application from the Royal British Legion.

It was resolved to accept a grant application from the Royal British Legion of £225 to be paid under Section 137 of the Local Government Act 1972. There would be an agenda item in 2026 to consider poppies on lampposts.

7.4 Proposals for Barwick playground.

This item was discussed as part of the Action Tracker. An onsite meeting took place on 10th October 2025 attended by Councillors and the Clerk, interested residents, Vicky Nunns from Leeds City Council (LCC) and a representative of Komplan (the preferred supplier for LCC). Proposals were put forward to extend the footprint of the play area. The area between the existing playground and the boundary could become a trim trail and additional equipment on the area towards Leeds Road. Grant funding was potentially available, but the PC would need to put forward 10% to secure such funding. One of the residents agreed to take on responsibilities in order to move this forward and would liaise with the Komplan representative in order to work towards a design for formal consideration. Consultation would follow and a formal planning application submitted. It was agreed to set up a Playground Working Party consisting of Cllrs Ragg, P. Walsh, S. Walsh, Foxcroft and Dales.

7.5 Information Technology policy.
It was **resolved** to adopt the draft Information Technology policy which had been circulated by Cllr. P. Walsh. There was one abstention. The Social Media policy and other documents incorporated into the Information Technology policy would be retained as stand-alone documents.

7.6 Budget and precept for 2026/27.
It was **resolved** to accept a recommendation of the Finance and General Purposes (F&GP) Committee that the precept for 2026/27 be increased by 4%. A copy of the budget for 2026-27 had been circulated earlier that day and there would be an agenda item next time to formally consider this. This had incorporated a suggestion from Cllr. Maude regarding £1,500 for maintenance of the Verity Strip. The budget set for Scholes Lodge Field was provisional as a response from the Chair of the subcommittee was awaited.

7.7 Business Continuity Plan and the list of suppliers provided.
It was noted that the Clerk had circulated a list of suppliers with contact details and the nature of their relationship to the PC. This was a dynamic document, and the Clerk and Councillors would ensure its accuracy and address any omissions.

It was agreed to change the order in which items were taken in accordance with Standing Order 10a(vi) and to advance item 9.2 to be discussed at this point.

9.2 Request by Garforth Villa to waive the unpaid rent for last season
The Responsible Financial Officer (RFO) had identified a shortfall in the payments of Garforth Villa for the 2024-25 season. They had paid four monthly instalments towards the agreed rent of £400 leaving a shortfall of £80. At the time of the agreement, the Club hadn’t appreciated the limitations due to the cricket season and had only managed three matches and asked for the PC to some flexibility around the rent. It was **resolved** to waive the £80 subject to the rent for the 2025-26 season being paid in full (as the Club were now aware of the limitations). The RFO would draft a reply which would be considered by the Chair of the PC and the Chair of the F&GP Committee prior to submission.

7.8 Closure of Scholes Surgery.
A report on the proposed closure of Scholes Surgery had been circulated, and the contents were noted including a request that both Manston Surgery and the Integrated Care Board keep the PC informed of developments. A copy of the report would be put on the website.

7.9 Bench to be situated at Morgan Cross.
A resident was wanting to sponsor the cost of a bench at Morgan Cross, Potterton and had submitted the wording of the inscription that they wished to go on the bench. It was **resolved** to approve this.

7.10 Use of Jack Heaps Field in October for the Fair and for car parking.
Social Media comments had been made about the high cost of the rides at the Fair. It had also been reported, although not verified that the Fair, were not covering their costs and were considering whether to come again in future. It was suggested that a lower ground rent might encourage them to charge less for the rides. It was noted that it was not the PC’s role to determine the companies’ pricing policy nor should the PC be subsiding wealthy commercial businesses. It was agreed that the Clerk write to them to explore if they are returning. It was noted that they had not taken down their

advertising signs fastened to lamp posts (the Clerk had removed seven such signs) and that the dates they operated were 23rd to 26th October 2025 (their original request being to 27th October but not opening on the 26th). It was also noted that the Clerk had used his delegated authority to agree to the use of Jack Heaps Field for car parking for a funeral on Wednesday 29th October 2025.

7.11 Request by Barwick and Scholes Football Club to allow pitch side advertising.
Barwick and Scholes Football Club had asked permission for pitch side advertising to raise funds and to encourage sponsorship. Possible locations included the metal gate access from the car park and the flower bed near the car park barrier. It was **resolved** to agree to this request subject to any pitch side signs being taken down when the match had finished and full risk assessments and meeting health and safety legislative requirements. It was noted that Liam and Sammy had replaced Danny and Zoe as the points of contact for the PC.

7.12 Reports of meetings/training attended.
Cllr. S. Walsh had attended a Peace Flame meeting by Zoom. Cllr. P. Walsh had taken five Primary School classes on the subject of biodiversity.

7.13 Safeguarding report.
There was nothing new to report since the previous meeting.

7.14 Risk assessments.
It was noted that the monthly risk assessments of the Scholes outdoor gym equipment and multi-use games area (MUGA) had been carried out and that Cllr. P. Walsh had completed the October inspection of Barwick playground. The issue regarding the jeep was still unresolved.

8 PLANNING MATTERS

25/05929/FU	57 Nook Road - Variation of condition 2 (approved plans) to previously approved planning application 23/06330/FU for alterations to fenestration and front gable entrance, detailing and finishes. It was resolved to **object** as this was not in keeping with the surrounding area.
25/05976/FU	3 Leeds Road - Erection of detached garage to front. It was resolved to **object** to this as the proposed garage was forward of the building line.

A resident's comments regarding application 25/03876/FU (Fox and Grapes) had been circulated. The concerns regarding taking away car parking spaces were noted.

9 FINANCES

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

- The RFO had circulated a bank reconciliation and a list of anticipated payments showing anticipated manual payments for November and anticipated automated payments for December. The report included payments made on the PC credit card. The repairs to Hall Tower Hill were more than the £750 previously suggested due to a dog owner allowing their pet to run across the concrete before it had set costing another £55 to put right. There were new padlocks at the entrance to the field. The RFO had reimbursed a resident who had called at his door that day (this being a refund of a £5 key fob deposit).

- It was **resolved** to approve these payments.

- Automated payments due in November had been approved at the October meeting.

- Contractual payments such as the Clerk's salary were not included in the list of anticipated payments.

10 CRIME REPORT

Cllr. P. Walsh would be attending the next Police and Communities Together (PACT) meeting on 6th November 2025. A Police van checking the speed of traffic had been seen twice on Leeds Road but had not been seen recently and it was felt that it was in the wrong place to be effective. A man in the Parish had been attacked.

11 DATES OF FUTURE MEETINGS

Date	Time	Meeting	Venue
1st December 2025	7pm	Parish Council meeting	Scholes Sports Pavilion
10th November 2025	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 9:05pm.

Signed

1 December 2025