

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

held on Monday 2<sup>nd</sup> February 2026 at 7pm in Scholes Sports Pavilion.

**PRESENT:**

Councillor	Stella Walsh (Chair)		
Councillors	Pamela Beresford	Brian Foxcroft	Chris Shoesmith
	Karen Dales	Phil Maude	Paul Walsh

**In attendance:** The Clerk.

**1 APOLOGIES.**

There were apologies from Cllrs. Flynn, Ragg and Remmer. It was noted that the Clerk had suffered from a bereavement of a close family member and he was thanked for continuing his role as Clerk working reduced hours as he was having to deal with matters arising from the bereavement.

**2 VACANT POSITION IN THE BARWICK WARD.**

It was **resolved** that Pamela Beresford be co-opted to fill one of the vacant positions in the Barwick Ward, all in favour. She duly signed her declaration of acceptance of office which was witnessed by the Clerk.

**3. PUBLIC PARTICIPATION.**

There were no members of the public in attendance.

**4 DECLARATIONS OF PECUNIARY INTEREST.**

None.

**5 MINUTES OF PREVIOUS MEETING.**

It was **resolved** that the minutes of the meeting of the Parish Council (PC), 8/2025-26, held on 1<sup>st</sup> December 2025 (875-878) having been circulated, be approved and that the Chair be authorised to sign. It was agreed that this should be an item on the Action Tracker going forwards to report on progress regarding the offer of Copper Beech trees (item 7.7 of the December 2025 minutes, page 881).

**6 ACTION TRACKER.**

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

- a. Repair of goal posts for Jack Heaps Field (A46). This action had now been completed.
- b. Proposals for developments in Scholes (A95). Cllr. Maude had chased this with Ian MacKay of Leeds City Council (LCC). Mr. MacKay was away for two weeks so Cllr. Maude would follow this up in about ten days' time.
- c. Closure of Scholes Surgery (A116) – it was noted that the former surgery building was now up for sale. Ward Cllrs. were trying to find alternative accommodation. Ward Cllr. Stephenson had had an on-site meeting in Scholes, the outcome of which was awaited.
- d. Business trading from Enterprise Industrial Estate, Aberford Road (A118). An email had been sent to Planning Enforcement who replied the next day to say that this was a matter for Minerals and Waste Planning Enforcement. An email had been sent to the latter who replied on 15<sup>th</sup> to say they needed location details. This was given the same day. They then asked permission to share the Clerk's contact details with the Environment Agency which was given. Regarding the vehicle, The Clerk had had a webchat with a DVLA agent on 9<sup>th</sup> December 2025 who said that they would do checks.
- e. External letter box would be mounted on the defibrillator board to allow Scholes Sports Pavilion be used as the official correspondence address for the PC (A119). The Pavilion cleaner would be asked if he could put this up and also fit a handle to a door which could only be opened using the key as a makeshift handle.

- f. Cllr. Remmer to speak to someone as part of the budget discussion (A120). This was regarding the potholes on the Verity Strip. Someone had carried out makeshift repairs to two of the potholes in the meantime. Further repairs would be carried out in the new financial year from the 2026/27 budget.
- g. Copper Beech trees (see item 5 above). Six or eight of these trees were currently at Potterton. It was suggested that they be planted on Hall Tower field as there was expected to be a 50% failure rate to the saplings already planted at the same location.

## 7 OTHER ITEMS

### 7.1 **Footway on the opposite side of the road to the houses on Leeds Road.**

The above footway was unusable due to surface water, verge creep and hedge growth. The Clerk would write to LCC Highways to request that it be cut back.

### 7.2 **Volunteer and Benches policies.**

It was noted that the Finance and General Purposes (F&GP) Committee had met and reviewed the Volunteer Policy and the Benches Policy. Cllr. Maude had exchanged emails with the Clerk regarding the Volunteer Policy and was considering what the PC insurance policy said about public liability and personal accident insurance. It was **resolved** to adopt a revised Benches Policy which had been circulated and which took into account the changes suggested by the F&GP Committee.

### 7.3 **Allotment agreement for Scholes plot holders.**

A suggested allotment agreement for Scholes plot holders had been circulated, based largely on the agreement used for Barwick allotment plot holders. The agreement lacked definitions making some of the clauses subjective (e.g. Approved Structures, unsightly fences, good state of cultivation). There was no provision for a plot to be held jointly by couples and paragraphs 1a and 1b referred to October/November renewal deadlines. It was agreed that Cllrs. Maude and S. Walsh and the Clerk would meet together to address these issues and produce an agreement which would apply to both Barwick and Scholes plot holders. The Clerk would write to Scholes plot holders to confirm that the PC were now the new owners. The £160 apportionment of the rent would be reflected in the budget. It was noted that there might still be land registry fees to pay regarding the purchase of Scholes allotments and adjacent grassland.

### 7.4 **Grass cutting charges for Garforth Villa football club.**

Garforth Villa had responded to the invoice for grass cutting, item 5e of the minutes of the December meeting, pages 875-876 refers. They had offered to pay for two cuts (£120). It was **resolved** to waive the remaining grass cutting charges (£180) on the understanding that this was not a precedent for any future such requests.

### 7.5 **Communication strategy.**

In the absence of Cllr. Flynn, this item was deferred to the next meeting.

### 7.6 **Poppies on lampposts.**

This had been done in Aberford and it agreed that the costs be established and that this be an agenda item next time.

### 7.7 **Scholes Sports Pavilion.**

It was noted that on 8<sup>th</sup> January 2026, the cleaner discovered that a water pipe had burst in the loft space in the Pavilion. Water had come through into the changing room below. A plumber had repaired the pipe, and an electrician had been in to check the electrics. The insurance company had been notified but the damage done did not justify making a claim. The cleaner had taken football kit home and dried it.

### **7.8 Stile onto Scholes Lodge Field.**

There was disappointment that there weren't more responses. Seventy-five people had replied with sixty supporting moving the stile, eleven were neutral and four were opposed to the proposal. Cllr. Dales suggested that some responses were missing as she was aware of more than four who had replied to state their opposition to the move. Cllr. S. Walsh agreed to establish the cost of a planning application and to determine whether Planning officers would accept the drawings done by Cllr. Foxcroft.

### **7.9 Barwick playground.**

Image boards had been circulated showing two layouts with suggested equipment and costings. Clarification would be sought from the equipment provider regarding the footprint, in particular the position of what was proposed relative to the tennis courts. It was **resolved** that a consultation regarding Barwick playground to be included in the February or May newsletter and Cllr. S. Walsh and a resident involved in the project go into Barwick in Elmet Church of England Primary School to seek the views of the local children (giving appropriate guidance to their choices). It was **resolved** that in accordance with Section 19 of the Financial Regulations, to allow applications for grants to be made at the appropriate time. Whilst speaking to LCC Planning Officers (see item 7.8 above), Cllr. S. Walsh would establish whether an outline planning application to agree the footprint of the proposed playground would be sufficient. It was noted that there was no inclusive access or inclusive equipment, and it was felt that there should be a policy for the age range of the children for whom the equipment was being provided for.

### **7.10 Grant application from Scholes in Bloom.**

It was **resolved** to approve a grant application of £1,500 from Scholes in Bloom, this would be paid under Section 137 of the Local Government Act of 1972.

### **7.11 Code of Conduct Complaint.**

It was noted that a Code of Conduct Complaint had been made against two Councillors and that the LCC Member Conduct Team had concluded that the complaint was invalid and no further action would be taken. There was uncertainty as to the identity of one of those about whom the complaint had been made. There would be a consultation in March on a revised version of the National Planning Policy Framework (NPPF).

### **7.12 Closure of Leeds Road.**

It was noted that the part of Leeds Road running past the East Leeds Extension would be closed for three weeks starting on 14<sup>th</sup> February 2026. There was concern about the lack of coordination with other road works as residents were already being affected by the road works on the A64. Ward Cllr. Stephenson had already expressed concerns to Highways officers. It was **resolved** that the PC write to the developer (and copy in Ward Cllrs.) expressing its concerns in the strongest possible terms and suggesting that, by way of compensation, they undertake to tackle issues of verge creep on Leeds Road going towards the Coronation Tree (see item 7.1 above) and from there the Barwick in Elmet. Cllr. Maude would liaise with the Clerk regarding the response.

### **7.13 Reports of meetings/training attended.**

- Cllr. P. Walsh had attended a Community Fund Grant meeting.
- Cllr. S. Walsh had attended a meeting on 17<sup>th</sup> December 2025 at Lotherton Hall with LCC Chief Executive, Ed Whiting. The minutes of this meeting were awaited.
- Cllr. Flynn – had attended New Councillor training “Off to a Flying Start”, 14<sup>th</sup> January 2026 (part one) and 20<sup>th</sup> January 2026 (part two).

- Cllr Flynn Communicating with your community training , part 1 on 2<sup>nd</sup> February 2026 (hence her apologies in item 1 above). Part 2 would follow on 2<sup>nd</sup> March 2026.

#### 7.14 **Safeguarding report.**

It was noted that a minibus for Tadcaster Grammar School had crashed resulting in the death of a sixteen-year-old girl. She was not a resident of the Parish, but the school was a popular choice by parents in the Parish and the incident would have raised concerns to residents whose children attended that school.

#### 7.15 **Risk assessments.**

There were no new risks identified since the last meeting, inspections of equipment on Scholes and the playground in Barwick were ongoing (the basket swing had been reinstated after an absence of about a year).

### 8 **PLANNING MATTERS**

The Clerk would ask LCC Planning for an extension to the deadline for application 25/07508/FU (23 Rakehill Road) to allow this to be discussed at the March 2026 meeting.

### 9 **FINANCES**

#### 9.1 **Approval of invoices and payments made or to be made for February and March 2026.**

- The Responsible Financial Officer (RFO) had circulated a bank reconciliation and a list of anticipated payments showing anticipated manual payments for February 2026 and anticipated automated payments for March 2026. The report included payments made on the PC credit card. There were three additions to the figures circulated; Cllr. Flynn's new councillor training (see item 7.13 above) which was £73, the plumber's invoice for the repairs at the Pavilion (see item 7.7 above) which was £235 and the Annual subscription to Quickbooks which was £266.40. There were two changes to the figures circulated, the renewal of the domain name was £18.99 + VAT (not £18.84) and the RFO had negotiated a reduced rate for the renewal of the anti-virus software, £34.99 instead of £69.99. The report included additional information necessary to ensure all transactions were accurately reported as there had been no meeting in January 2026.
- It was **resolved** to approve these payments.
- Automated payments due in January and February had been approved at the December meeting.
- Contractual payments such as the Clerk's salary were not included in the list of anticipated payments.

#### 9.2 **Remembrance Sunday bugler's fee.**

Item 7.3 on the minutes of the November 2025 meeting, page 871 referred to a grant application from the Royal British Legion (RBL) for £225 to cover the costs of Remembrance Sunday. This had been approved and the £225 paid accordingly. However, the RBL complained that the bugler had not been paid their £100 fee. Although this was an internal matter for the RBL, the RFO had managed to persuade the RBL to return £85 which he then redistributed to the bugler (the RBL were unable to refund the full amount as the wreathes cost £140). Independently, Ward Cllr. Robinson had paid £39.98 to the PC being the cost of their wreathes leaving a net cost of Remembrance Sunday to the PC of £185.02. It was **resolved** to pay the £15

balance to the bugler. It was felt that the money the RBL collected on a Thursday afternoon from the sale of teas and coffees at the Post Office should be used to fund the bugler's fees going forward. Cllr. S. Walsh would meanwhile speak to a member of the local branch of the RBL about any future applications.

## 10 CRIME REPORT

Cllr. P. Walsh had attended the Police and Communities Together (PACT) meeting on 6<sup>th</sup> November 2025. He felt that the meetings and statical information provided lacked value. There had been eleven burglaries/thefts in the Harewood Ward, eight in the Parish and three in the Parish of East Keswick but those in East Keswick were thefts from allotments which statistically were being given equal weight to the eight cases of thefts from people's properties. He suggested that the Ward Cllr. at the meetings was more interested in scoring political points than in addressing the issues. There were two cases of rape but these could have been people coming forward regarding historical incidents and not necessarily suggesting a current danger and the statistics were not meaningful in this regard. Inconsiderate car parking was one of the discussion points. The meeting was an opportunity to share successes in tackling crime. As such, Cllr. P. Walsh made the meeting aware that he no longer wished to be the PC lead on Police liaison.

## 11 DATES OF FUTURE MEETINGS

Date	Time	Meeting	Venue
2 <sup>nd</sup> March 2026	7pm	Parish Council meeting	Scholes Sports Pavilion
27 <sup>th</sup> April 2026	7pm	F&GP Committee	Scholes Sports Pavilion

There being no further business the meeting closed at 9:05pm.

Signed

2 March 2026