

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

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

**PRESENT:**

Councillor	Stella Walsh (Chair)		
Councillors	Pamela Beresford	Brian Foxcroft	Paul Walsh
	Catherine Flynn	Phil Maude	

**In attendance:** The Clerk.

Cllr. S. Walsh thanked everyone for coming.

**1 APOLOGIES.**

There were apologies from Cllrs. Dales, Ragg, Remmer and Shoesmith.

**2. PUBLIC PARTICIPATION.**

A Councillor wanted to discuss Barwick Playground, see item 6.12 below.

**3 DECLARATIONS OF PECUNIARY INTEREST.**

None.

**4 MINUTES OF PREVIOUS MEETING.**

It was **resolved** that the minutes of the meeting of the Parish Council (PC), 9/2025-26, held on 2<sup>nd</sup> February 2026 (879-883) having been circulated, be approved and that the Chair be authorised to sign.

**5 ACTION TRACKER.**

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

- a. Proposals for developments in Scholes (A95). Cllr. Maude had heard from Ian MacKay of Leeds City Council (LCC). This was ongoing.
- b. Closure of Scholes Surgery (A116). Scholes Surgery could be kept going if there was a delay in providing a new surgery (if the cost of doing so was £40,000 or less). Above this figure, it would not be cost effective.
- c. Business trading from Enterprise Industrial Estate, Aberford Road (A118). An email had been received from a Minerals Enforcement Officer of LCC who had visited the site and was hoping that improvements to the site had been made. It was agreed to regard this action as completed.
- d. External letter box to 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 had been 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.
- e. Cllr. Remmer to speak to someone as part of the budget discussion (A120). This was regarding the potholes on the Verity Strip. This item was still ongoing.
- f. Copper Beech trees (see item 5 above). Six or eight of these trees were currently at Potterton. Cllr. Foxcroft had taken advice from a member of Barwick in Bloom who advised that Copper Beech trees can grow to over fifty feet tall and advised against planting any on Jack Heaps Field. As for Hall Tower Field, this was an historic site and the tree roots could cause damage, Heritage England would be likely to advise against such planting but as landowner, the PC would be under no obligation to be bound by their advice. This item is now be considered closed and taken off the Action Tracker.
- g. Scholes Allotments. Cllr. Maude was due to attend an appropriate training course on 4<sup>th</sup> March (see item 6.14 below) following which he would meet with Cllr. S. Walsh and the Clerk. A ticket had been raised with the Yorkshire Local Councils Associations (YLCA)

who had replied asking if the PC was a member of the National Allotment Association (NAS) who offer free legal advice to their members.

## 6 OTHER ITEMS

### 6.1 Grant application request from Aberford Literature Festival.

A grant application for £500 had been received from one of the organisers of Aberford Literature Festival. It was felt that this application did not meet the criteria of section b of the grants policy (i.e. applications can only be accepted from residents within the Parish or groups which seek to enhance the community). The applicant (a resident of Aberford) had said that residents of the Parish attended and participated in the Festival but it was felt that the applicant had failed to demonstrate sufficiently the benefit to the Parish and as such, it was **resolved** not to award a grant.

### 6.2 Costs of maintaining the football pitches and changing rooms/sports pavilion.

With help from the Responsible Financial Officer (RFO), Cllr. P. Walsh had put together a comprehensive breakdown of the running costs of Barwick Changing Rooms and Scholes Sports Pavilion so that an informed decision could be made about charges to the football clubs for the 2026/27 season. Cllr. Maude had researched charges levied by LCC for hire of their facilities. There was lengthy discussion about whether apportionment of the costs for Scholes Sports Pavilion should be shared equally with hirers of the part of the building or be proportionate to the income received from each hirer. There was a proposal to keep the charges the same but an amended proposal was put forward for an inflationary increase of 5%. This amended proposal was not supported as there was a counter argument that the increase in charges applied for the 2025/26 season was significantly higher than the rate of inflation. It was therefore **resolved** to keep the hire charges for the 2026/27 season the same as 2025/26 (with one against).

The cost breakdown highlighted that the electricity charges for Barwick Changing Rooms were high for the amount of usage by the teams. It was considered that this was due to a recommendation from the Legionella expert that to keep the water temperature kept at 40°C or higher as the bacteria cannot survive, and therefore the electricity was being kept on to heat the water to 40°C. However, given that Legionnaires disease is spread respiratory and that the showers are not used by Garforth Villa, it was **resolved** that the water heater be turned off. Future electricity costs to be monitored.

### 6.3 Communication strategy.

On 2<sup>nd</sup> February 2026, Cllr. Flynn had attended part one of a Communicating with your Community course (Creating a Communications Strategy) and had been due to attend part two (Implementing effective Community Engagement and building sustainable conversations) on 2<sup>nd</sup> March 2026. However, part two had been postponed and it was therefore agreed to wait until she had attended the second part of this course before organising a meeting for Councillors to actively contribute to the strategy, the agreed date was 8<sup>th</sup> June 2026 at 7pm in Scholes Sports Pavilion.

### 6.4 Poppies on lampposts.

Cllr. Dales had circulated a report showing that each poppy was £5 with discounts for larger orders. Volunteers would be needed to put up and take down the poppies. In the absence of Cllr. Dales, it was decided to defer this.

### 6.5 Update on the responses to the questionnaire regarding the stile Scholes Lodge Field and to consider the next steps.

This item had been requested in accordance with standing order 7a where at least six Councillors had requested this to be reconsidered due to the fact that several questionnaire responses handed into Barwick Post Office had not been taken into account at the February 2026 meeting. These responses were added and the total was 86. There were several objections in these but not enough to change the overall consensus, which concluded 71% supported the changes, 15% opposed and 14% neutral (as published in the March Newsletter). It was agreed to proceed as per the February 2026 minutes. Leeds City Council (LCC) Planning had requested a metric plan, Cllr. S. Walsh would make enquires.

**6.6 Concerns about public rights of way.**

Concern was expressed regarding Public Right of Way "Barwick 18" which runs behind the allotments. This was overgrown with brambles encroaching from the allotments and a fallen tree blocking the way. Cllr. Maude would forward details of the appropriate contact person at LCC to the Clerk, who would then inform LCC.

**6.7 Repair of the wall on Jack Heaps Field and to note the theft of Flagstones.**

Two quotations for the repair of the wall on Jack Heaps field had been received, and it was **resolved** to accept the one for £1,425. There had been reports on Social Media of the theft of flagstones, these were at the entrance to Jack Heaps Field and as such, part of the public highway.

**6.8 Manhole cover on land leased by Scholes 1<sup>st</sup> Scouts.**

Scholes 1<sup>st</sup> Scouts had reported a damaged manhole cover and had suggested that the PC repair it. Their lease had been brought to the PC meeting and having looked at it, it was determined that the PC had no obligations to address this issue. The Clerk would reply and send them details of where they could obtain a manhole cover at a reasonable price which met the necessary standards.

**6.9 Car Parking on Jack Heaps field.**

It was noted that the Clerk had used his delegated authority to agree to Jack Heaps field to be used for car parking for funerals on Monday 16<sup>th</sup> and Thursday 19<sup>th</sup> February 2026. At the meeting of 8<sup>th</sup> June 2025, item 7.3, pages 851-852, it had been agreed not to charge people for parking on this land. It was **resolved** that when approached in future, the Clerk request a donation be made with a suggested amount of £10 (there were two abstentions).

**6.10 Quotations for cutting the grass on the football pitch off Chapel Lane, Barwick in Elmet and the pitch off Belle Vue Avenue, Scholes.**

Four quotations had been received for cutting the grass at the pitch in Scholes including one from LCC which was very competitive and three for cutting the grass at the pitch in Barwick in Elmet. It was resolved to accept the quotation from LCC for the pitch in Scholes but to defer any decision about the pitch in Barwick in Elmet until a quotation had been received from LCC and to give the Clerk delegated authority to accept their quotation if it was similar to their quotation for cutting the pitch in Scholes.

**6.11 Parish Council response to the West Yorkshire Mass Transit: Spatial Development Framework Joint Development Plan Document (DPD) (Regulation 18) Consultation.**

Cllr. Maude had circulated a suggested response to the above consultation for comment. This sought to protect Barwick in Elmet and Scholes as separate settlements. It was **resolved** to agree the proposed response.

**6.12 Barwick Playground subcommittee to apply for planning permission for the outline plan.**

The Barwick Playground subcommittee had met on 23<sup>rd</sup> February 2026, and the draft minutes had been circulated. The plan for the site had been solidified, and the subcommittee had been advised that an ecological impact assessment was needed. Cllr. Flynn proposed an amendment to the original proposal following which, it was **resolved** to allow them to seek planning advice from LCC Planning using their pre-application enquiry service at a cost of £450 + VAT (as a change of use application from grassland to playground would be needed). Funding from the Emmerdale stakeholder fund and the funders of the multi-use games area (MUGA) in Scholes were also being considered. Komplan (the preferred contractor for LCC) could do a modular build if necessary. The hedge would form a natural boundary of the playground area. Concern was expressed that the proposals would restrict the ability of Tennis Club to access the area behind the tennis courts which was their responsibility under the terms of their lease and assurances were given that this would be taken into consideration. A former Councillor was going into Barwick Church of England Primary school to carry out consultations.

**6.13 Footway to the opposite side of the road to the houses on Leeds Road as this is unsuitable for use.**

In the absence of Cllr. Remmer, it was agreed to defer this to the April meeting.

**6.14 Reports of meetings/training attended.**

- Cllr. Flynn – Communicating with your Community – see item 6.3 above.
- Cllr. Maude – Allotments – Agreements and creating an allotment association – 4<sup>th</sup> March 2026.
- Playground group meeting - see 6.12 above.
- Cllr. Flynn - YLCA course “What should a Parish and Town Council publish on its website to be compliant with legislation” – 25<sup>th</sup> February 2026.
- Cllr S. Walsh - YLCA Branch meeting - 26<sup>th</sup> February 2026 (Via Zoom). It was noted that the YLCA Chief Officer, Sheena Spence, was retiring after nearly twenty-six years’ service and was being replaced by Paula Shillow who was starting that day. The YLCA now offer a planning service.
- Cllr. Maude – Outer North-East Town and Parish Council meeting – 26<sup>th</sup> February 2026 at Wetherby Town Hall. There were three main discussion points, the city of Leeds was celebrating the four-hundredth anniversary of its charter in 2026 and there would be a civic event on 12<sup>th</sup> July 2026 to mark the occasion. There was an appeal for foster carers and there was information about crime stoppers. The latter ~~two~~ matter would be considered for the next PC newsletter.

**6.15 Safeguarding report.**

Nothing to report this time.

**6.16 Risk assessments.**

Inspections of equipment on Scholes and the playground in Barwick were ongoing.

**8 PLANNING MATTERS**

It was **resolved** to **object** to application 26/00779/FU (53 Main Street, Scholes) as the proposals were made to look like a garage and the visual amenity of what was proposed would be worse than the present configuration.

**9 FINANCES**

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

- The RFO had circulated a bank reconciliation and a list of anticipated payments showing anticipated manual payments for March 2026 and anticipated automated payments for April 2026. The report included payments made on the PC credit card. There was one addition to the figures circulated; Cllr. Foxcroft had submitted an expenses claim for ink cartridges, £32.89 + VAT. An invoice had now been received for one of the payments previously listed as invoice awaited. The RFO drew Councillor's attention to some of the notes in the automated payments section being notifications of price increases from suppliers.
- 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 list of anticipated payments.

## 9.2 Internal Auditor for 2025/26.

It was noted that the Internal Auditor for the 2025/26 review period was Brian Hopper. Proposals that the Annual Governance and Accountability Return (AGAR) becomes digital were noted.

## 10 CRIME REPORT

It was agreed that going forwards, Councillors would attend the Police and Communities Together (PACT) meetings based on availability and willingness rather than had a dedicated person. As such, Cllr. Beresford agreed to attend the next meeting to be held at Wetherby Police Station on 12<sup>th</sup> March.

## 11 DATES OF FUTURE MEETINGS

Date	Time	Meeting	Venue
13 <sup>th</sup> April 2026	7pm	<b>Parish Council meeting</b>	Barwick in Elmet Miner's Institute
20 <sup>th</sup> April 2026	7:30p m	<b>Playing Fields Committee Meeting</b>	Barwick in Elmet Miner's Institute
27 <sup>th</sup> April 2026	7pm	<b>Finance and General Purposes Committee</b>	Scholes Sports Pavilion

There being no further business the meeting closed at 8:48pm.

Signed

13 April 2026