

**MINUTES of the ANNUAL MEETING OF THE PARISH COUNCIL**

held on Monday 11<sup>th</sup> May 2026 at 8pm in Scholes Sports Pavilion.

**PRESENT:**

Councillor	Stella Walsh (Chair)		
Councillors	Karen Dales	Phil Maude	Paul Walsh
	Catherine Flynn	Kinga Ragg	

**In attendance:** One resident and the Clerk.

Cllr. S. Walsh thanked everyone for coming.

**1 ELECTION OF CHAIR OF THE COUNCIL FOR THE ENSUING YEAR.**

It was **resolved** that Cllr. S. Walsh be elected as Chair, all in favour. Cllr. S. Walsh duly signed her declaration of acceptance of office

**2 ELECTION OF VICE CHAIR OF THE COUNCIL FOR THE ENSUING YEAR.**

It was agreed to defer this agenda item to the June 2026 meeting.

**3 APOLOGIES.**

There were apologies from Cllrs. Beresford, Foxcroft, Remmer and Shoesmith.

**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), 11/2025-26, held on 13<sup>th</sup> April 2026 (889-893) having been circulated, be approved and that the Chair be authorised to sign.

**6. COMMITTEES FOR 2026/27.**

A suggested committee structure had been circulated ahead of the meeting.

**Committees.**

**Finance and General Purposes:** All Councillors except Cllr. Beresford.

**Staffing:** Cllrs. Maude, Ragg, Remmer, P. Walsh and S. Walsh.

**Playing Fields Committee:** All Councillors.

**Subcommittees**

**Peace Flame:** Cllrs. S. Walsh (Chair) and P. Walsh plus Roger Mawson (Scholes Village Show), I. Hay (Scholes in Bloom), A. Wagstaff (Scholes Women's Institute), Jackie and Les Goddard (British Legion), Janet Horkan (flower bed maintenance) and Glyn Davies (Technical Advisor).

**Barwick Playground Improvement Working Party:** Cllrs. Ragg (Chair), Dales, Foxcroft and P. Walsh and residents Simon Chandler, Rosie Robinson and Vicky O' Halloran and Jacque Ward (School liaison).

**Mayors Safer Communities Fund Working Party:** Cllrs. Beresford (Chair), Dales, Flynn, Foxcroft and Remmer

**Individual responsibilities:**

**Playground Inspection:** Cllrs. Dales, Remmer and P. Walsh.

**Review of Internal Controls:** Cllr. Flynn.

**Police And Communities Together (PACT):** Cllr. Beresford.

**Safeguarding:** Cllr. P. Walsh.

**Newsletter:** Cllr. S. Walsh.

**Maypole Committee representative:** Cllr. Shoesmith.

**Barwick in Elmet and Scholes Community Fund:** Cllr. S. Walsh.

Yorkshire Local Councils Associations - Voting Representative: Cllr. S. Walsh.  
The Ancient Parish of Barwick in Elmet Trust PC representative. Tim South (four-year term of office from 2025).

It was **resolved** to agree the above Committee structure for 2026-27.

There would be an item on the June agenda to discuss the need for a Scholes Lodge Field Subcommittee. The Staffing Committee would be meeting at 6pm on 22<sup>nd</sup> May 2026.

The Neighbourhood Plan Review Group had suspended meetings.

## 7 **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).** Ian MacKay of Leeds City Council (LCC) was due to attend the Outer Northeast Town and Parish Council Forum on 25<sup>th</sup> June 2026. Cllr. Maude would attend that meeting and report back.
- b. **Closure of Scholes Surgery (A116).** There had been an email from Ward Cllr. Stephenson to say that they had asked the National Health Service to undertake a wider consultation to capture the views of all parishioners in Scholes and local community groups.
- c. **Footway on the opposite side of the road to the houses on Leeds Road (A122).** Item 6.7 of the minutes of the PC meeting of 13<sup>th</sup> April 2026 (page 891) refers. The Clerk had emailed Ward Cllrs. as agreed and received a reply from Ward Cllr. Stephenson to say that they had already raised this and were waiting for a response.
- d. **Barwick Beer Festival 2026 (A128).** Item 6.12 of the minutes of the PC meeting of 13<sup>th</sup> April 2026 (page 891) refers. The Clerk had asked the organisers of the Beer Festival for more information and was waiting for a reply.
- e. **Electric bicycles in public places (A129).** Item 6.3 of the minutes of the PC meeting of 13<sup>th</sup> April 2026 (page 891) refers. The Clerk had emailed LCC Parks to ask about the process of getting Scholes Lodge Field added to the list in Schedule 1 which listed areas in the Harewood Ward covered by LCC byelaws and was awaiting a reply.
- f. **Damage to the whips in Scholes Lodge Field (A130).** Item 6.16 of the minutes of the PC meeting of 13<sup>th</sup> April 2026 (page 891) refers. The Clerk had sent the specifications and standard contract (small works) to Cllr. Shoosmith who would take a look at these and review as necessary when he was available.
- g. **Adding an extra signatory to the Lloyds Bank account (A131)** Lloyds Bank had confirmed that Cllr. Beresford had been upgraded to a full power signatory. Confirmation from Cllr. Beresford that she was now able to access the account fully was awaited.

## 6 **OTHER ITEMS**

### 8.1 **Moving the stile on Scholes Lodge Field.**

In accordance with Section 19 of the Financial Regulations, permission was sought from Councillors for grant applications to be made at the appropriate time in order to fund the moving of the stile into Scholes Lodge Field to allow inclusive access. It was **resolved** to approve this (there was one abstention). A reply was still waited from the person tasked with doing the drawings necessary for the planning application. Grant funding might be available from the National Lottery Community Fund (previously known as Awards For All).

**8.2 Plans by Scholes 1<sup>st</sup>. Scouts to have a storage container in the Scouts area.**

It was noted from the Playing Field Committee meeting that Scholes 1<sup>st</sup> Scouts planned to have a forty-foot green storage container just off Rakehill Road in the Scouts area. Under the terms of the lease, this required PC approval. It was felt that more information was needed, i.e. a plan to show the location and evidence of consultation with nearby property owners.

**8.3 Plans by Scholes 1<sup>st</sup> Scouts to have a gala on the Scouts area on Sunday 14<sup>th</sup> June 2026.**

It was also noted from the Playing Field Committee meeting that Scholes 1<sup>st</sup> Scouts planned to have a village gala as Scholes used to have such an event annually. The PC welcomed this but also recognised that this was a breach of the terms of the lease which stated that the Scouts area is to be solely used for the purposes of Scouting. It was felt that Scouts should have sought permission from the PC before going ahead with such plans. However, the event had been advertised and plans were well underway and refusal of permission so close to the event would be counterproductive. It was therefore **resolved** to grant permission but to write to Scouts to remind them that permission should be sought from the PC first if they had any plans for future events not considered scouting activities.

**8.4 Review of GDPR (General Data Protection Regulation) Policies.**

Cllr. Flynn was carrying out a review of the GDPR Policies and would report back to the Finance and General Purposes Committee (F&GP). The Information Technology Policy was also being looked at, item 8.1 of which made reference to annual refresher training. There would be a combined discussion about policies.

**8.5 Hall Tower Hill mound grass cutting.**

The decision by the F&GP Committee to leave the mound on Hall Tower Hill uncut (except in Maypole years) was noted. The background to this decision was in item 5f of the minutes of the F&GP Committee meeting of 27<sup>th</sup> April 2026, page 153.

**8.6 Barwick Playground Improvement.**

Cllr. Ragg and one other member of the Barwick Playground Improvement Working Party had met. They had started work on the formal planning application and taken advice from LCC officers. They had created a user ID for the planning portal and were trying to get another user ID. A rough proposal was sufficient for the application. Planning applications now required a biodiversity statement which would cost £495. It was hoped someone with appropriate expertise might offer to produce such a statement without charge. Consultation was ongoing via the newsletter, Facebook, the PC website, the library and the notice boards outside the Post Office and the library. It was **resolved** to agree to £495 being spent on the biodiversity statement if there were otherwise no offers of help. There would be a meeting of the Working Party at 6:30pm immediately ahead of the June Parish Council meeting.

**8.7 Grants policy.**

Cllr. S. Walsh had circulated a document showing suggested changes to the grants policy for discussion. It was agreed to remove all references to loans and loan repayments. The wording would be strengthened regarding repayment of monies if the project cost was less than the amount awarded. There was discussion about removal of parts of the Policy regarding awards to individuals or making wider community benefit a condition of such awards. The clause requiring receipts to be produced was not being enforced. Cllr. S. Walsh would bring a revised grants policy to the June PC meeting taking Councillors comments into account.

### **8.8 Open-Age Football in Scholes for the 2026-27 season.**

It was noted that Barwick and Scholes Football Club had not signed the agreement due to the fact that they were struggling to get enough players to commit to the 2026-27 season. They had asked for more time. The preferred option for the PC would be to retain the Club and failing that, to have the pitch used by another open-age team with a third option of allowing Garforth Villa to field an extra team. The next PC meeting was 1<sup>st</sup> June and it was agreed to give them until then to find enough players to field a team and to prepare the marketing of the pitch and Pavilion in the event that the Club were unable to commit to another season.

### **8.9 Insurance renewal.**

A quotation for renewal with the existing insurer had been received and another was awaited. The renewal date was 1<sup>st</sup> June. It was **resolved** to renew with the existing insurer if the other quotation was not competitive.

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

See item 7a above.

### **8.11 Safeguarding report.**

Concern was expressed about an anonymous post on a local community Facebook page (not the PC one) making allegations that a paedophile was living locally thus putting the occupants of the address concerned in harms way. Residents should be aware that such people are placed on the sex offenders register and the Police are responsible for monitoring their activities and such posts put people in danger and make the job of the Police harder.

### **8.12 Risk Assessments**

The monthly checks of the Scholes outdoor gym equipment and multi-use games area and of Barwick playground had been carried out. The goal posts on Jack Heaps field and one of those on Scholes football pitch had been broken (over the weekend immediately before the meeting). The broken parts had been recovered and stored safely by the Clerk and Cllr. P. Walsh respectively. Cllr. P. Walsh was organising repair of the ones in Scholes. It was also noted that the tennis nets were sagging. Cllr. Ragg had challenged the behaviour of some children she had seen hanging on the goals.

## **9 PLANNING MATTERS**

There was discussion concerning an application to erect a single storey dwelling and outbuilding on vacant land adjacent to the west of 118 Leeds Road. Views expressed at the preceding Annual Parish Meeting were taken into account. There was concern that the applicant was claiming that this was infilling within the village of Barwick in Elmet when in fact it was outside the village envelope and infilling would reinforce the ribbon development along Leeds Road. The design of the dwelling was extraordinary and totally out of keeping with nearby properties. The vacant land was referred to as greenbelt (in fact it had been a woodland many years ago). There was a planning enforcement case going back to 2022, reference 22/00681/UOPS, where an enforcement notice was ready to be served but Planning Compliance were having trouble tracking the address to serve it at. This related to the removal of a stone wall to create access to the land. For the reasons stated above, it was **resolved to object** to this proposal.

## **10 FINANCES**

### **10.1 Approval of invoices and payments made or to be made for May and June 2026.**

- The Responsible Financial Officer (RFO) had circulated a bank reconciliation and a list of anticipated payments showing anticipated manual payments for

May 2026 and anticipated automated payments for June 2026. The report included payments made on the PC credit card. There was another £100 to pay for the emptying of the cess pool as the amount due was £500 plus VAT (£600 in total). Cllr. Remmer's advice would be sought regarding the cess pool to ensure it didn't fill with rainwater. The budget showed a line for Closed Circuit Television. This wasn't working and would be addressed once the Pavilion Wi-Fi had been sorted.

- There had been an underpayment of the amount due for the Christmas Lights – item 4f of the minutes of the F&GP Committee meeting of 27<sup>th</sup> April, page 152 refers. An email from Leeds Lights suggested that the control equipment was owned by the PC (although not showing on the asset register). Leeds Lights would be asked for a copy of the hire agreement or purchase agreement, the implication being that if it was a PC asset, the PC could plug lights not supplied by Leeds Lights into it.
- It was **resolved** to approve these payments.
- Automated payments due in May had been approved at the April meeting, (it was noted at the time that these can be variable amounts and the actual amount taken sometimes differed from the anticipated amount reported at the time)
- Contractual payments such as the Clerk's salary were not included in the list of anticipated payments. There was an end of year adjustment to the payments to HMRC (in their favour).

- 10.2** The RFO had been exchanging emails with the Internal Auditor who had requested  
**10.3** budget vs. actual reports for 2025-26 and 2024-25 to give him a feel for the Parish.  
**10.4** His report was awaited and as such, formal approval of the 2025/26 Annual Governance Statement (item 10.3) and the Accounting Statements 2025/26 (item 10.4) was deferred to the June meeting.

## 9 CRIME REPORT

There had been a Police and Communities Together (PACT) meeting at Wetherby Police station on 23<sup>rd</sup> April 2026. Crime statistics for the Harewood Ward had been circulated to Councillors with the agenda papers.

## 10 DATES OF FUTURE MEETINGS

Date	Time	Meeting	Venue
1 <sup>st</sup> June 2026	7pm	<b>Parish Council meeting</b>	Barwick in Elmet Miner's Institute
8 <sup>th</sup> June 2026	8pm	<b>Communication strategy meeting</b>	Scholes Sports Pavilion
13 <sup>th</sup> July 2026	7pm	<b>Finance and General Purposes Committee</b>	Scholes Sports Pavilion

There being no further business the meeting closed at 9:51pm.

Signed

1 June 2026