

MINUTES of a MEETING OF THE PARISH COUNCIL

held on Monday 6th July 2026 at 7pm in Scholes Sports Pavilion.

PRESENT:	Councillor	Stella Walsh (Chair)		
	Councillors	Pam Beresford	Brian Foxcroft	Chris Shoesmith
		Karen Dales	Phil Maude	Paul Walsh
		Catherine Flynn	Kinga Ragg	

In attendance: A representative of the West Yorkshire Integrated Care Board, the Group Scout Leader of Scholes Scouts (who joined the meeting using remote access technology), Ward Cllrs. Sam Firth, Ryan Stephenson and Angela Wallis and the Clerk.

1 APOLOGIES.

There were apologies from Cllr. Remmer.

2. PUBLIC PARTICIPATION.

Ward Cllr Ryan Stepehnson outlined the background to the need to use the Manor House for the proposed temporary surgery in Scholes. The plans had been sent to Leeds City Council (LCC) Planning and would be decided in due course. The additional information was that a temporary Portakabin would be placed at the rear of the Manor House. The survey data had been circulated and was discussed.

3. DECLARATIONS OF PECUNIARY INTEREST.

There were no new declarations of pecuniary interest.

4 MINUTES OF THE PREVIOUS MEETING.

It was **resolved** that the minutes of the meeting of the Parish Council (PC), 2/2026-27, held on 1st June 2026 (899-904) having been circulated, be approved and that the Chair be authorised to sign.

5 ACTION TRACKER.

An Action Tracker listing all outstanding actions and recording progress (or otherwise) on each action had been circulated to all and the contents were noted. The external letter box had now been fitted and post was starting to be received (A119). Ward Cllr. Firth was continuing to press for verge creep on Leeds Road to be addressed (A122). The Pavilion wi-fi had been restored (A135), the wiring for the Closed-Circuit television (CCTV) had been tampered with.

6 OTHER ITEMS

6.1 Plans by Scholes 1st. Scouts to have a storage container in the Scouts area.

The Group Scout Leader of Scholes Scouts was in attendance using remote access technology and answered questions from Councillors, in particular about an implication that it could be used for sleeping accommodation. He explained the rationale (cost) of putting the proposed storage container on the site of the garage. Written assurances were sought and as such Cllr Maude agreed to draft an email for the Clerk to send to the Group Scout Leader.

6.2 Inclusive access onto Scholes Lodge Field.

The architect's latest plans for inclusive access to Scholes Lodge Field did not meet the criteria set by the PC. It was agreed that an on-site meeting with the architect and Cllrs. Foxcroft and S. Walsh would be set up and that the architect be invited to the

next PC meeting. It was noted that Hall Tower Field also lacked inclusive access (due to a kissing gate) and that this should also be addressed.

6.3 Approval of a planning application regarding the proposed changes to the playground on Jack Heaps Field.

A draft planning application document had been circulated. It was **resolved** that a formal application be made including a biodiversity survey. The application would be submitted by the Proper Officer. Cllr. Ragg and another member of the Barwick Playground Improvement Team would progress the biodiversity survey. It was noted that there was grass growing on the existing playground and the LCC Playgrounds & Fabrication Manager would be contacted accordingly.

6.4 Invoice from Leeds Lights for Christmas provision in 2025 is still not fully paid.

It was **resolved** to pay the remaining balance. A quotation for 2026 was awaited. There would be an agenda item at the next Finance and General Purposes Committee to consider 2026 provision.

6.5 Public right of way 47 (Bridleway along Wood Lane).

Recent Creation and Extinguishment Orders for public right of way 47 (Bridleway along Wood Lane) had highlighted the fact that this was unregistered land with no known landowner. The area near the cenotaph was used by parents when dropping children off at school and by those using Chippendale's Pond but it was full of potholes. If the area was to be cleared and the potholes filled in, then more parents would use it taking cars away from Station Road and the adjoining streets. Cllr. Maude submitted a proposal that provision be made out of the 2027/28 PC budget towards funding repairs. Two local farmers used Wood Lane for access, and it was acknowledged that this should be protected. Cllr. Maude said that now the footpath had been extinguished it was unlikely that LCC would continue to maintain this land and fill in the potholes, but an enquiry should be made. If LCC refused, then consideration should be given to the PC undertaking this work but also erecting a notice to make it clear that the PC did not accept any responsibility for any damage to vehicles parked on this land.

Ward Cllr Firth offered to write to LCC to enquire about future maintenance of this land.

It was agreed that Cllr Maude would brief Ward Cllr Firth to enable him to approach LCC. In the event that he receives a negative response it was agreed that some money should be put in next year's budget for repairs and that the PC consult with local residents and farmers and the school regarding this initiative.

6.6 Planning application 26/02885/FU being the temporary change of use of Manor House Community Centre from a community centre to a doctor's surgery.

Following the discussion in the public participation (see above), it was **resolved** to support the proposals for a temporary change of use. The PC response would also seek reassurances that full consideration had been given to concerns about car parking.

In accordance with Standing Order 10a(vi), the Chair changed the order in which items were taken and moved items 6.8 and 6.12 to be taken before item 6.7.

6.8 Communications strategy.

Cllr. Flynn had done a considerable amount of work on creating a PC Communications strategy including a meeting of Councilors and the Clerk on 8th June. The proposed strategy was fully supported but the challenge would be implementing it. It was therefore **resolved** to agree the strategy in full with the exception of section 5 which dealt with implementation.

6.12 Safeguarding report.

Cllr. P. Walsh repeated what he had said at the June meeting, i.e. reports of anything untoward must be made directly to the Police, individual Councillors will not deal with speculative allegations.

6.7 Unused owl box.

Three residents had expressed an interest in the PC owl box which was no longer being used and was being stored in the changing rooms. One was chosen and it was resolved to give this person the owl box.

6.9 The Leeds Local Plan.

Cllr. Maude and Ward Councillor Ryan Stephenson spoke about the Leeds Local Plan. they commented on the five-year land supply, the new grey-belt designation for sites, the strategic planning authority (LCC and the West Yorkshire Combined Authority), the unique status of the main site in Scholes compared to other sites in the Harewood Ward, sites carried over from 2019, engagement with other groups, solar farms etc. Ward Cllr. Firth was invited to comment. It was **resolved** that a meeting of the Neighbourhood Plan Review Group be called to discuss this and to put forward a response to the Plan. The deadline for comments on which broad topics the Local Plan should cover and how Communities want to be involved in the process was 5th August 2026 (consultation on specific sites would be launched in the winter of 2026-27) so the response was delegated to the Group. PC members who were interested were invited to attend the Group meeting.

6.10 Use of Jack Heaps Field

It was noted that the Clerk used his delegated authority to agree to Jack Heaps Field being used for car parking for Barwick in Bloom Open Gardens on 28th June 2026 and for a funeral on 1st July 2026.

6.11 Reports of meetings/training attended.

Cllr. Maude had attended the Outer North-East forum on 25th June – see item 6.9 above.

6.13 Risk Assessments

Inspections of equipment in Scholes and the playground in Barwick were being made on a regular basis. See also item 6.3 above regarding grass coming through.

7 PLANNING MATTERS

There were two planning matters which had been referred to the Clerk as agenda items, one of which had been considered earlier (see item 6.6 above).

The other application considered was a retrospective permission for a vehicle crossing, with new gate access, Land No 6541, Rakehill Road (reference 26/02984/FU). It was noted that one field had been cut into three and that a culvert was not showing on the submitted plans.

8 FINANCES

8.1 Approval of invoices and payments made or to be made for June and July 2026.

- The Responsible Financial Officer (RFO) had circulated a bank reconciliation and a list of anticipated payments showing anticipated manual payments for July and August 2026 and anticipated automated payments for September 2026. The report included payments made on the PC credit card. The RFO had been to the Pavilion earlier that day for the five-yearly inspection of the electrical wiring and the Portable Appliance Testing (PAT) and had been to both the Pavilion and Barwick Changing Rooms for the annual inspection of the fire extinguishers. PAT at Barwick would be done the following day and Cllr. Foxcroft submitted an expenses claim for the new manhole covers for Scholes 1st Scouts and for repairs to the interpretation display board at the top of Hall Tower Hill. Payment of these were added to the list for approval.
- It was **resolved** to approve these payments.

8.2 It was noted that the Notice of Public Rights and Publication Of Unaudited Annual Governance & Accountability Return for the Year Ended 31 March 2026 was published and that these documents were available for inspection from 11th June to 22nd July 2026 in the notice board in Barwick and on the website.

9 CRIME REPORT

Cllr. Foxcroft had attended the Police and Communities Together (PACT) meeting on 4th June 2026. He had asked about electric bikes and been advised that the Police need names and addresses and that any incidents should be reported as soon as they happened. Ward Cllr. Firth would email a link to Cllr. S. Walsh for reporting nuisance bikes. There had been information about policing in Swarcliffe. Cllr. Foxcroft was asked to raise concerns about parking on footways at the next meeting.

10 DATES OF FUTURE MEETINGS

Date	Time	Meeting	Venue
7 th September 2026	7pm	Parish Council meeting	Barwick Miner's Institute
13 th July 2026	7pm	Finance and General Purposes Committee	Scholes Sports Pavilion

There being no further business the meeting closed at 8:50pm.

Signed

7 September 2026