

ABERFORD & DISTRICT PARISH COUNCIL

MINUTES of a meeting of the Parish Council held on Tuesday 22nd May 2012 at 7.30pm in the Village Hall.

PRESENT Councillors D. Howson (Chairman), Mrs G. Broadley, I. Forster, P. Hancock, Mrs J. Jeffrey, Mrs R. Reed, D. Stainton
Apologies were received from Cllr R. Alderson
Also present 6 members of the public, Inspector Dwyer, Officer Dan Sillers and the Clerk.

12/53 MINUTES OF LAST MEETING

The Minutes of the previous meeting, held on Tuesday 17th April 2012, had been circulated prior to the meeting. It was proposed by Cllr D. Stainton and seconded by Cllr Mrs Broadley that these were a true record. This was agreed.

12/54 POLICE MATTERS

Inspector Dwyer presented his report for the previous year. Numbers of recorded crimes had risen quite sharply for Aberford – theft/burglary type offences – mainly opportunistic – from garages and sheds and vehicles. Often property had not been secured. However a good number of arrests had been made and actions taken such as against anti social behaviour, drugs, persons going equipped for burglary, speeding through the village. Co-operative work with N.Yorks colleagues against metal thefts and fly tipping had been productive. Officers tried to be very visible at village functions and school where possible. Inspector Dwyer stressed that home security really needed to be given higher priority by residents and a leaflet drop would shortly be done again around the village. Overall in the Harewood and Wetherby Wards there had been a good reduction of 10% of crime. Methods of contacting the police were discussed as there was a possibility that the manned desk at Wetherby Station would be discontinued although Officers would continue to work out of there. The public should be advised to dial 101 and they should find that the appropriate Officer could be reached or a message got to him/her. A visit by an Officer could always be arranged. Facebook was suggested to reach younger people. Cllr Mrs Reed asked if there was to be some recruitment by W.Yorkshire Police. Inspector Dwyer said that funds had been found to employ 40 more Officers against the 540 who were leaving under retirement terms and he did not know if he would be assigned any new Officers.

12/55 MATTERS ARISING

(a) Minute 12/44(a) Cock Beck – ongoing

(b) Minute 12/44(b) Bus Service – Cllrs Mrs Broadley had attended a meeting called by Ward Cllr Robinson with First Bus and 2 Cllrs from Barwick & Scholes. She was hopeful that a solution would be forthcoming as First Bus were currently reviewing operations with a view to returning our route to the original – to terminate in Leeds and turn around there - and separating Scholes and Aberford buses again. The Olympics had seen 250 new buses purchased which meant that some of those replaced would be coming to Leeds and that the very old buses on our route would be replaced with newer ones, less likely to break down. Good lines of communication had been established with First Bus who would keep us informed of progress and it was Cllr Robinson's intention to put out a questionnaire shortly about the bus service to inform First Bus. The PC would arrange to distribute the questionnaire. A meeting about the clearway in Main Street had yet to be arranged by Cllr Robinson.

(c) Minute 12/44(e) North New Hold site meeting – to be arranged.

(d) Minute 12/44(f) Parking in Lotherton Lane – Clerk had distributed an email from LCC Highways stating they intended to deter irresponsible parking around Lotherton Hall by yellow lining all four roads at the junction of the B1217 and Lotherton Lane/road to Sherburn. Cllrs were in favour of these proposals but Cllrs Mrs Reed asked how the measure would be enforced unless Wardens made regular visits. Clerk to ask Highways.

(e) Minute 12/44(h) Library Bus – Cllrs Mrs Reed was monitoring the Sunday service.

(f) Minute 12/48 – Jubilee Souvenir for school children – there was confusion about the proportion of cost to be underwritten by the PC and it appeared the PTA had gone ahead and ordered the mugs. The PC proportion of the cost was not precisely known at this point but thought to be between £350/£500. Clerk to liaise with PTA/Cllrs. After discussion it was agreed that a further £50 would be given to the toddler group – Sunbeams – for pay for food for their own party as they were felt to be too young to take part in the special school tea.

(g) Minute 12/51(e) Repair to seats – still be arranged.

(h) Minute 12/51(f) Right of Way North Newhold – Cllrs Mrs Jeffrey to deal.

12/56 REPORTS FROM SUB COMMITTEES

(a) Village Design Statement

Cllr Gluck reported he hoped to have something to send out to Cllrs in the next few weeks.

(b) Broadband

Cllr Gluck had nothing further to report – he felt there would eventually be some movement either from the company who had expressed interest or BT.

(c) Footpaths

Cllr Mrs Jeffrey said she would be contacting LCC Officer Rosie Watts about the next tranche of money for footpaths. She would look at the North Newhold situation and had another footpath which had been mapped as passing through someone's gates and this was causing difficulties for the resident and walkers. She would be looking at information about Paths for Communities – how it worked and funding – which was for the creation of new paths. Cllr Gluck said that Barwick & Scholes PCs were looking at footpaths as part of their Neighbourhood Plan and it may be that more footpaths could be connected up in and around the parish.

(d) Allotments

Cllr Mrs Jeffrey was getting closer to finalising this matter – long negotiations about cost and charges proposed by LCC had delayed things as the PC could not pay out more than they would receive from allotment holders. A letter would be drafted together with the Clerk and Cllrs Mrs Jeffrey might have a meeting with LCC Officers to try to expedite matters.

12/57 JUBILEE FIELD

Cllr Stainton reported having resubmitted the application to Grant Scape for a lower amount of £39,500. This had been acknowledged and he was waiting to see if any further information was required. The Ward Cllrs had been receptive to Ward Cllr Robinson's initial approach to helping the PC. An application would be made to the LCC Well Being fund for £7000. A small problem had been found by our solicitor in that the maps showing ownership had been found to be slightly inaccurate. A suggestion that the extra area should be written into the footpath lease seemed to be agreeable to all parties and was proceeding.

12/58 TRAFFIC MANAGEMENT

Cllr Gluck said that he would chase up the Cattle Lane refuge work and the proposals for Hook Moor. There was mention of the difficulties the bus sometimes had turning into Cattle Lane due to parked cars in Main Street close to the junction. With a refuge installed this would have to be monitored.

12/59 CORRESPONDENCE

- (a) An email had been received about LCC organising a Parish & Town Council Seminar – Cllrs felt that there were enough such meetings at which topics could be raised without holding a further one.
- (b) An invitation had been received from W.Y. Police to observe the next Local Policing Committee to be held in Keighley on 8th June.
- (c) LCC was holding a major planning application workshop – Cllrs Gluck and Mrs Jeffrey expressed interest.

12/60 NEIGHBOURHOOD PLAN

Cllr Gluck reported that LCC had officially acknowledged the PC's application to prepare a Plan and this would shortly be advertised with other PC's intentions on the LCC website/local press etc. He felt that there should be an effort to get more members from the Parlington and Sturton Grange Wards of the PC and that the group needed plenty of members to enable sub committees to be formed as necessary. This might facilitate the finished Plan being approved more easily with more residents involved in the preparation of it.

Cllrs discussed several draft documents:

- (a) The Statement of Community Involvement was approved.
- (b) The Terms of Reference document was approved with certain small amendments which Cllr Gluck noted. Cllr Stainton said that reports back from the NP group should be a regular item on the PC Minutes from now on. Cllr Mrs Reed asked if Thursdays could be avoided for meetings.
- (c) The draft Project Plan was for guidance at this stage – noted.
- (d) Risk Assessment document – a communications sub group would be formed to make sure information reached all the parish and use would be made of the PC website as the Plan progressed.
- (e) Budget – Cllr Mrs Jeffrey felt that with expertise within the working group and with work and money which had already been involved for the Master Plan, then further monies to be spent should be questioned. The Chairman said his understanding had been that using volunteers from the community would mean little expenditure needed to be made. However Cllr Gluck felt that volunteers would not wish to, or could not, do all the work involved. There were many sources of grants and he felt that LCC themselves should be putting financial resources into NPs and no-one was having that discussion at the moment with them. He felt that all of the PC Chairmen and Clerks should have a meeting with LCC Officers etc to discuss NPs which were common to several PCs now. This sort of joint forum idea would be pursued. A point was made that no PC yet knew what figures were involved as the process was very new. What expertise was available within the group members needed to be clarified. Cllr Gluck said that there were two ways to approach the budget – to specify what services the group wished to 'buy in' and go to open tender for them – or to set a budget in advance. Cllr Gluck felt further discussion of this item could be postponed to the next meeting. The next NP group meeting was yet to be arranged.
- (f) Chair of NP – The appointment of Chair and other members of 'a secretariat' and sub groups would be discussed at the next NP meeting. The PC members of the working group had been confirmed at the Annual Meeting of this date. These were Cllrs Alderson, Mrs Broadley, Forster, Gluck, Hancock and Mrs Reed.

12/61 PLANNING

Applications

- (a) P/12/01574 – Becca Hall complete refurbishments. Cllrs had no objections.

(b) P/12/01653 – 1 Hayton Wood View - S/s Front & Side Extn, Conv of Garage to Habitable Room with new pitched roof, raised Patio to Rear and enlarged front standing. Cllrs commented that they wished to see adequate off street parking maintained as this was a crowded area for parked vehicles.

(c) P/12/01890 – Granary Cottage, Main Street – 2 Storey Rear Ext and Porch to front. Cllr Stainton drew attention to the approved plans for Becca Farm which included two new properties on the Cow Shed footprint and asked that those plans be looked at with regard to distance from the rear extension proposed, when Planners were assessing this current application. Cllrs wished to object to the porch which they felt would be detrimental to the ‘flat front’ streetscape in this area and would prevent off street parking available at the present time. The off street parking space should be maintained.

(d) P/12/01697 – 1 Ashley Park Mews, Garforth - Retro. Appl. For S/s Rear Ext. No objection.

Decisions

Approved:

P/12/01065 - 2 Storey Rear Ext – 2 Woodbridge Avenue, Garforth

P/12/00901 - S/s Side & Rear Ext – Keppel House, Main Street

P/12/01098 - Rear Extensions – 13 Haverthwaites Drive. In this connection it was agreed that the resident would be given permission to pass over the PC land at the Bus Turnaround, to facilitate the work, subject to several conditions. Clerk was instructed to ask the PC Solicitor to send an official letter to the resident.

P/12/05401 - Extra polytunnels at Sturton Grange Farm.

Pending:

P/12/00725 - Outline app for Employment Park/layout of access – Aberford Road, Garforth

P/12/01216 - Substitution of House types Plots 2 & 3, Bunkers Hill, Aberford.

P/12/00885 - Altrns & Ext to Village Hall/14 Houses etc. Cllr Gluck asked if a meeting had been arranged with LCC Planners. Cllr Stainton replied that the PC Planning Sub Committee had met with LCC Planning Officer Adam Ward and Ward Cllr Rachael Procter the day before and it had not been felt that colleagues needed to be invited as the PC official response had been given. It was noted that the applicants had themselves met with LCC Planners, albeit inviting the PC to be represented at that meeting, but no Cllr had been able to attend. A decision was awaited but Planners had indicated they were minded to reject the application. Later in the meeting it was agreed that the PC would welcome a joint meeting with Village Hall Committee members to seek a way forward. The PC wanted to actively support the Hall Committee and explore all ways to create a ‘fit for purpose’ Hall for the future.

12/62 ACCOUNTS

(a) The Clerk had circulated a statement of the accounts for 2011/2012 prior to the meeting and Cllrs noted them. It was agreed these were a true account and the Chairman was authorised to sign the Account Book. Chairman and RFO signed the Annual Return.

(b) Cllrs confirmed that they had reviewed and were satisfied with the effectiveness of the internal audit procedures and also approved the annual governance statement.

(c) Cllr Forster as RFO was satisfied with the insurance arrangements and recommended renewing the policy via Came & Company with Aviva. It was agreed to do this for a further term of one year. It was pointed out that the premium would probably increase somewhat upon completion of Jubilee Field when the equipment would need to be added to the policy.

Balances

In the HSBC current a/c	£ 1,259.22
In the HSBC Revenue Reserve a/c	£26,048.95
In the HSBC Capital Reserve a/c	£80,131.96
In the HSBC Master Plan a/c	£ 2,034.71

To Pay

From Current Account

- (a) Cheque number 100375, in the sum of £170.90, for Clerk's salary was agreed and issued.
- (b) Cheque number 100376, in the sum of £46.80, for Clerk's expenses was agreed and issued.
- (c) Cheque number 100377, in the sum of £225.00, for Newsletter printing costs, was agreed and issued to Zebra Print Management Ltd.,
- (d) Cheque number 100378, in the sum of £35.00, for annual membership of Rural Action Yorkshire, was agreed and issued.
- (e) Cheque number 100379, in the sum of £1253.72, for annual insurance cover was agreed and issued to Broker Network Ltd.
- (f) Cheque number 100380, in the sum of £50.00, for tea party food, was agreed and issued to Aberford Sunbeams group.

From Master Plan Account

Cheque number 100018, in the sum of £210.00, being an instalment of agreed fees, was agreed and issued to Mr A. Ray.

Grant Application

An application for a grant of £400 towards plants had been received from Garforth in Bloom Group. The plants were to be used in the Cedar Ridge area beds and this was part of the parish. Cllrs felt that the figure was rather high given the size of the beds in relation to the grant given to Aberford in Bloom to cover the whole village, and asked the Clerk to obtain clarification when they would discuss this further.

12/63 MATTERS FOR INFORMATION

- (a) Cllr Mrs Broadley said that she would be putting information about the LeedsFest tickets on Facebook next year and this would be earlier in the year.
- (b) Cllr Mrs Jeffrey asked about the terms for borrowing the CIC video equipment. Cllr Gluck said it was for groups rather than individuals to borrow.

12/64 OPEN TO THE PUBLIC

- (a) A member of the public present expressed interest in serving on the Parish Council. Mr Keith Dunwell's offer was welcomed and the Clerk was asked to liaise with him.
- (b) Two residents present thanked the PC for dealing promptly to get an obstruction removed from Cock Beck.
- (c) Cllr Mrs Broadley informed the PC that the Arabian Horse pub were going to host a Jubilee torch and permission was agreed for this to be on Pump Hill. The Clerk was asked to liaise concerning insurance cover.

12/65 CLOSE OF MEETING

There being no further business, the Chairman thanked everyone for their presence and closed the meeting at 10.10pm.

The Parish Council complies with the Mandatory Publication Scheme under the Freedom of Information Act. Information about the Council can be obtained from their website at: www.aberfordonline.com or by contacting the Clerk.