

ABERFORD & DISTRICT PARISH COUNCIL

MINUTES of a meeting of the Parish Council held on Tuesday 15th January 2013 at 7.30pm in the Methodist chapel.

PRESENT Councillors D. Howson (Chairman), R. Alderson, J. Barker, K. Dunwell, I. Forster, P. Hancock, Mrs J. Jeffrey, Mrs R. Reed.
Also Present: 2 Police Officers, 5 members of the public, the Clerk
Apologies were received from Cllrs Mrs Broadley

12/172 MINUTES OF LAST MEETING

The minutes of the previous meeting, held on Tuesday 18th December 2012, had been circulated prior to the meeting. It was proposed by Cllr Alderson and seconded by Cllr Dunwell that these were a true record. This was agreed.

12/173 POLICE MATTERS

It was reported that there had only been one crime - criminal damage during the month of December – to an external structure. The Wetherby & District Crime Prevention Panel were able to do a lock survey and anyone wanting them to check their locks should contact Wetherby Police Station on 2855374. With regard to some properties in the ownership of Aire Valley Homes then they should be contacted.

12/174 COUNCILLOR VACANCIES

Following the resignation of Cllr David Stainton, due to moving from the Parish between meetings, there were now two vacancies. The Chairman had received one or two expressions of interest but these had not resulted in anyone taking them further. The Chairman expressed the thanks of everyone to Cllr Stainton and presented him with an engraved glass vase. Cllr Stainton had been a long serving and very hard working member of the Parish Council. It was confirmed that he would continue to act as an adviser to the PC on the Jubilee Field project.

12/175 ELECTION OF VICE CHAIRMAN

The Chairman asked for nominations for the now vacant position of Vice Chairman. It was proposed by the Chairman and seconded by Cllr Dunwell that Cllr Mrs Reed be appointed Vice Chairman. This was unanimously agreed and Cllr Mrs Reed accepted the position.

12/176 MATTERS ARISING

- (a) Minute 12/161(a) North Newhold – contact details would be given to Cllr Forster.
- (b) Minute 12/161(b) Seat Repairs – ongoing
- (c) Minute 12/161(c) Grass cutting – a meeting had been organised with an LCC Officer for the 24th January and the Chairman and Clerk would go through the various areas with him.
- (d) Minute 12/161(d) War Memorial ownership – ongoing – waiting for LCC Legal Dept.
- (e) Minute 12/161(f) Buses – there had been a good response to the questionnaire. Ward Cllr Matthew Robinson would take forward.
- (f) Minute 12/161(g) Hook Moor traffic island – LCC Highways reported that the final funding approval was awaited within the next two weeks. Subject to that the order would be issued to contractors.
- (g) Minute 12/161(h) Dogs policy Jubilee Field – meeting with school yet to be arranged.
- (h) Minute 12/161(k) Parking Masternaut – Cllr Howson reported that he was not at all sure that agreement would be reached between the company and the Estate. To progress.
- (i) Minute 12/169(a) Clerk Vacancy – the particulars of two candidates had been circulated to all. It was agreed that a meeting would be convened of the Sub Committee, following which

an interview with each candidate would be held. The Sub Committee was delegated to recommend appointment. Clerk to organise.

(j) Minute 12/169(c) Defibrillator – Mr Jones (Community Defibrillator Officer) and Mr Jamie Varley gave a talk on this subject. At the present time Mr Varley and Mr Mike Oakes were the ‘first responders’ in the village. They were not a substitute for an ambulance but might arrive before an ambulance. The equipment was simple and easy to use. With only two responders it was not possible to give very full cover and more people would be welcomed to improve matters. It was agreed to publicise the scheme as much as possible and to ask for further volunteers so that a fuller rota system could be set up. It was also agreed to ask for an update in around three months.

12/177 NEIGHBOURHOOD PLAN

(a) Plan Area - Clerk reported that a request had been sent to LCC Planning for an amended NP area. A joint letter from Garforth Ward Cllrs/Leeds Planners and the PC had been agreed finally and was to be sent to residents of the Sturton end of the parish later this week. As it was not felt to be adequate that an item on this subject would be added to the forthcoming Garforth Forum meeting, and due to the lack of notice to residents, the letter included a statement that a separate meeting would be arranged for those residents – Clerk to pursue.

(b) The questionnaire from the Sub Committee had been delivered to every resident, either by hand or in the post. A good number had been returned to date.

(c) The Open Day Event was organised for the 19th January and Ward Cllrs Mrs Castle (Lord Mayor), Mr Robinson and the MP Alec Shelbrooke had indicated they would be visiting.

Clerk had authorised the purchase of a large banner at a cost of £50 plus VAT.

(d) A request was made for a special website to be set up, linked to the PC website, purely to cover NP. The setting up cost and two year package would be approximately £75. This was agreed.

12/178 REPORTS FROM SUB COMMITTEES

(a) Village Design Statement

Mr Gluck had indicated that the draft would be displayed at the Open Event on 19th. Following this it would be submitted again to the PC for signing off before going to LCC.

A resident, who had been helping on the VDS, felt that the PC needed to appoint a Cllr to oversee the VDS as Mr Gluck was no longer a Cllr. It might need to be brought under the umbrella of the Neighbourhood Plan. This was noted.

(b) Broadband

Ward Cllr Robinson had informed the Clerk that the responsible LCC Officer would attend the forthcoming Ward Forum meeting to talk to all the parishes on this subject. The Officer was also willing to talk with individual PCs if required.

(c) Footpaths

Cllr Hancock was pursuing the bad state of the footpaths at Lotherton Hall, due to cyclists using them, with LCC Parks & Countryside. Additionally there was a risk of walkers being knocked down by cyclists as he had been some time ago. He would report on the outcome.

Cllrs Mrs Jeffrey reported that LCC Officer Rosie Watts wanted to undertake an up to date survey of the footpaths in the area and asked Cllrs to approach people they thought might volunteer to walk the paths. There would be a form to fill in which would be provided.

No further money for work would be passed to the PC until the new financial year.

It was reported that overhanging vegetation to the north of the footbridge over the A1 had been cut back by Highways, whose responsibility it was.

(d) Allotments

The delay in sorting out the lease for the area off Beech View was due to LCC reviewing all allotment sites with a view to offering them to PCs. A letter would be going out to all PCs about this and it seemed the PC would additionally be offered the site off Bunkers Hill.

12/179 JUBILEE FIELD

Mr Stainton reported that he had not been able to contact LCC Officer Ms Nunns to find out when the contractor was going to start. He would keep trying. A Sub Committee meeting would be arranged shortly – weather permitting. Cllr Alderson confirmed that the Parochial Church Council would be signing their agreement at their next meeting.

12/180 TRAFFIC MANAGEMENT

Nothing further to report.

12/181 CORRESPONDENCE

(a) Two YLCA training events on employment matters were available and might be of benefit to the Sub Committee dealing with the Clerk's vacancy. Details were given to Cllrs.

(b) A YLCA training event on village greens and common land was to be held on Saturday 6th April from 10am – 4pm in Harrogate. Details were given to Cllrs. At this stage it was only necessary to indicate interest.

(c) Details of the next Harewood Ward Town and PC Forum meeting had been given to those Cllrs attending.

(d) The annual Forum meeting was to be held on Thursday 31st January – Cllrs noted.

(e) LCC Core Strategy draft document was open for consultation until 18th February. A small alteration might be of interest to Cllrs in that it appeared to leave the way open for development which was not related directly to an existing settlement – Clerk commented that perhaps this left the way open for development on SHLAA land owned by Leeds University.

(f) An invitation had been extended to Cllrs from the Aberford & District Community Interest Company to their launch event - noted.

(g) Hanging Baskets were discussed following a request from LCC that sponsors names should be given to them by February in order that cards could be installed whilst LCC had equipment early in the year. Cllrs Alderson and Hancock volunteered to collate this.

(h) A briefing note from YLCA indicated that the proportion of Community Infrastructure Levy which would be passed to PCs from any development within their parish would be 15% where there was no existing Neighbourhood Plan, but 25% where a Plan had been drawn up. The total levy figure was a matter for the principal authority to decide.

12/182 PLANNING

Applications

P/12/05304 – Ext of time – various alterations to Lotherton Lodge, Lotherton Hall Estate.

There were no objections.

P/12/05068 – New House, Becca Lane, Aberford – with DH. Councillors commented that this neglected and overgrown site, in the heart of the village, would benefit from being tidied up and they had no objection to a property being erected upon it as such. They felt the design was rather large within the site and asked that Planners ensure that adequate garden areas were provided for and that permitted distances from boundaries were adequate. Attention was drawn to access from what is believed to be a private lane - also a bridle path. This lane gives access to other properties immediately beyond the one proposed and thence to a number of properties around Becca Hall. Cars and occasional farm vehicles

use the lane. Walkers, cyclists and horse riders also use the lane. Access needed therefore to be well planned as regards sight lines both east and west. P/12/05026 – Extns to 1 Hayton Wood View, Aberford – this amended plan now made provision for four off road parking places. Cllrs had no objections.

Approved

P/12/04894 – S/x Ext to Rear – 8 Cedar Ridge, Garforth

Pending

P/12/00725 - Outline app. For employment park and layout of access, Aberford Road, Garforth.

In respect of the query from the Chairman about a property in the village – a reply was awaited from Planning Enforcement.

12/183 ACCOUNTS

Budget 2013-2014

After discussion it was agreed to request an increase of £500 for the coming year which would take the total precept request to £11,500.

Balances

In HSBC Current a/c	£ 1,327.20
In HSBC No 1 Int A/c	£31,486.48(Rev Reserve)
In HSBC No 2 Int A/c	£79,274.04 (Cap Reserve)

Notes:

Revenue Reserve includes (i) £369.00 Parish Paths Partnership money which is set aside to pay the contractor for maintenance of footpaths, (ii) £5009.86 from LeedsFest ticket sales and £10,000.00 grant through the Big Lottery Fund.

Capital Reserve is allocated for refurbishment of Jubilee Field

To Pay

1. Cheque number 100421, in the sum of £170.90 for Clerk's salary was agreed and issued.
2. Cheque number 100422, in the sum of £24.00 for postage of Neighbourhood Plan questionnaires, was agreed and issued to S. Piper.
3. Cheque number 100423, in the sum of £48.30 for stationery items in connection with the Neighbourhood Plan, was agreed and issued to M. Oakes.
4. Cheque number 100424, in the sum of £20.00, for hire of the Methodist Chapel was agreed and issued.
5. Cheque number 100425, in the sum of £1250.00, for legal costs in connection with Jubilee Field, was agreed and issued to Leeds City Council.
6. Cheque number 100426, in the sum of £222.00, for printing of Neighbourhood Plan questionnaires, was agreed and issued to ZebraPrint Management.
7. Cheque number 100427, in the sum of £40.00, for hire of the Oriel Room for Neighbourhood Plan meetings, was agreed and issued to the Parochial Church Council.

Signatories to Account

Following the recent resignations of two Cllrs who had been signatories to the Parish Council accounts, it was unanimously agreed that the signatories to the accounts would now be Cllr D. Howson, P. Hancock, Mrs Reed and K. Dunwell. Clerk to arrange completion of a new Mandate.

12/184 MATTERS FOR INFORMATION

(a) LeedsFest Tickets - Cllrs Mrs Broadley had informed the Clerk that she would take charge again of the ticket operation. Information would be published on the website, noticeboards and shop as usual.

(b) Parlinton House Trustees - Mr Stainton said that he would be remaining as Chairman of the Board of Trustees of the Almshouse Trust and that the PC could nominate someone to join the Board on their behalf.

(c) Cllr Hancock drew attention to the mole damage to the drovers' verge at the south end of the village – Clerk to deal.

(d) Cllr Forster asked Cllrs to let him know if there were any priorities the PC wished to raise at the Forum meeting.

185/OPEN TO THE PUBLIC

There were no further matters raised by the public.

186/CLOSE OF MEETING

The Chairman thanked everyone for their attendance and closed the meeting at 9.27pm.

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.