

ABERFORD & DISTRICT PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 19 November 2013 at the Methodist Chapel, Aberford at 7.30pm

Present: Cllr David Howson (Chairman)
Cllr Ray Alderson
Cllr John Barker
Cllr Tony Bebbington
Cllr Keith Dunwell

Cllr Paul Hancock
Cllr Jacqueline Jeffrey
Cllr Marolyn Piper
Cllr Ruth Reed

PCSO Geoff Nottingham
6 members of the public

Clerk Ms Julie Sou

13/136 **Councillor resignation**

It was announced that Gill Broadley had resigned from the Parish Council. Members thanked Mrs Broadley for her contribution and the Clerk was asked to send thanks to Mrs Broadley.

13/137 **To receive any disclosures of interest from Councillors on matters to be considered at the meeting**

Cllr Alderson declared an interest in item 8 as a member of the village hall committee; Cllr Piper declared an interest in item 15(a) the planning application relating to 1 Hayton Wood View as she resided on that street. Neither interest was pecuniary.

13/138 **Minutes of previous meeting**

The minutes of the parish council meeting held on 15 October 2013 had been circulated prior to the meeting.

RESOLVED: To approve the minutes of the meeting held on 15 October 2013 and to sign them as a correct record.

13/139 **To receive a report from the representatives of West Yorkshire Police**

Four crimes had been reported, three of which related back to the tyre slashing incident reported at the October parish council meeting. The fourth incident was one of criminal damage where a door handle had been thrown through a window. No entry had been gained.

13/140 **Public participation on agenda matters**

Cllr Howson invited comments from the public on agenda matters only.

- There was a continuing issue with the bus service.
- Jubilee Field tennis court – balls used for “junior” tennis could go through the mesh fencing; it was asked that this be addressed at the same time as the size of the court.
- The footway between J47 of the A1/M1 and Park House Farm on Aberford Road needed attention.
- Leeds Festival tickets arrangements – some residents had not received the application letter for tickets which should have been delivered to all addresses and had therefore missed out this year. Former Cllr Broadley had dealt with the ticket allocation in the past and, following her resignation, the Parish Council would be making alternative arrangements which would be considered and decided at a later date.
- Aberford Caravan Site – Mr Prentice, the proprietor, reported that the campsite had been very successful and it was noted that it had brought visitors into the village and improved trade at the shop.

13/141 **Matters Arising**

- a **Lotherton Hall/Mint Festival (13/120a)** – The Clerk would arrange an advance meeting next year with Lotherton Hall and the organisers to ensure no repeat of the problems that had occurred this year.

- b **Aberford Footbridge (13/120b)** – The works had been completed and a new bridge installed but concerns had been raised by a member of the public with regards to the bridge being narrower than the original, and the gaps between the horizontal handrails being too wide such as to present a potential risk to children who could slip through the gaps. Members would inspect the bridge but it was noted that the bridge in fact was the responsibility of Leeds City Council (LCC). The Clerk to advise the member of the public that he should raise his concerns directly with LCC.
- c **Play area (13/120c)** – The Clerk was asked to contact LCC to see if they could assist in disposing of the dead knotweed as it was believed this may require specialist treatment.
- d **Grass cutting/grounds maintenance (13/120d)** – The work at the Hook Moor/Collier Lane junction had now been completed.

13/142

Neighbourhood Plan

Steve Piper had resigned as chair of the Neighbourhood Development Plan Management Group (NDPMG) and Michael Oakes had volunteered to act as Chair until a new chair was appointed. The Group had decided to put work on the Neighbourhood Plan into abeyance until February 2014. A training event that had been planned for later in the year would now be delayed until February 2014 and invitations to attend that event would be extended to all members of the Parish Council.

Members were asked to consider whether the Neighbourhood Development Plan (NDP) should be continued. Members noted the arguments for and against continuing with the NDP and debated a number of issues, including whether a NDP was relevant for the Parish when there seemed no longer a threat of substantial housing development and given the protection afforded by the Green Belt. It was pointed out that a NDP was not just about housing development but other issues such as social, economic and environmental matters.

A major concern was the waning public interest and participation. It was hoped that by the NDPMG leaving matters until February 2014, fresh or revived interest in the NDP may be generated.

RESOLVED:

1. To defer any decision to withdraw from the NDP process until February 2014.
2. To publicise the NDP and ask for volunteers for the NDPMG in the Parish Council newsletter.

13/143

Village Hall

There were no updates with regards to the current planning application.

An alternative site for a new village hall had been offered for discussion by the Parlington Estate. It was stressed that the Estate was not pressing for the development in any way but, subject to the outcome of the current village hall planning application, may be prepared to open discussions if there was interest from the Parish Council and the Village Hall Committee and trustees.

A plan showing the proposed site and development had been circulated to members and posted on the village noticeboards. The site was situated off Parlington Drive, and was in the Green Belt. The plans provided for approximately 20 houses which would include low-cost houses. There may also be scope for a sports field.

Concern was expressed that the site was situated in the Green Belt.

RESOLVED:

1. That, provided it achieves considerable benefit for the village, the Parish Council is prepared to seriously consider the site offered for discussion by the Parlington Estate for a village hall notwithstanding that the site is situated in the Green Belt.
Note: Cllr Hancock voted against the motion and requested his vote be recorded in the minutes.
2. That the Clerk arrange a meeting between representatives of the Parish Council, the Village Hall committee and the Village Hall trustees to discuss the alternative site.

13/144

Reports were received on the following:

Footpaths – the footpath survey has been completed and thanks were given to Cllrs Dunwell, Reed and Piper and their respective spouses for their assistance. Cllr Dunwell will contact LCC Public Rights of Way Officer, Rosie Watts, to report on the survey.

Traffic Management – the road markings at Priory Park/Bunkers Hill had still not yet been painted and the LCC Traffic Management officer had failed to respond to emails and telephone calls from the Clerk. . It was reported that the parking problems had worsened, with cars now parked on the north and south side of the entrance, with some cars facing oncoming traffic. The Clerk would continue to press for a start date for the works. Once the new road markings were in place, the parking situation should be monitored to assess if further measures were required.

13/145

Hook Moor Wind Farm

Cllr Piper had circulated a report on the first meeting of the Liaison Committee. Members noted the report.

13/146

Christmas Tree

RESOLVED:

1. Cllrs Howson, Dunwell and Alderson to procure and install a cut tree at Pump Hill for this year;
2. The Clerk to investigate and report on the provision of a planted tree for the ensuing year.

13/147

Boxing Day Hunt Arrangements

RESOLVED:

1. Cllrs Howson, Dunwell and Alderson to put out the traffic cones on Christmas Day evening or Boxing Day morning;
2. The Clerk to liaise with Wetherby Police and the Huntsman to ensure arrangements are in place for police and stewards to attend at the Hunt

13/148

Grit Bins/Snow Clearance

RESOLVED:

1. Members to advise the Clerk of any grit bins that need refills
2. The Clerk to provide a list of the grit bins in the parish to members

13/149

Training/Conferences

RESOLVED: That Cllr Bebbington attend the YLCA course What Councillors Need to Know (for Newer Councillors) – An Introduction to Local Councils, Their Administration and Procedures at a cost of £50.

13/150

Planning Matters

New Planning Applications

Planning ref Address

Brief Details of Proposal

13/04498/FU 1 Hayton Wood
View Aberford
Leeds LS25 3AN

Single storey side extension and conversion of existing integral garage to a habitable room

Members' comments: No objections but the proposed white render is not in keeping with the other properties on the road, all of which are brick.

13/04818/FU 25 Brierlands
Close, Garforth
LS25 2NT

Two storey rear extension

Members' comments: The proposed development is unacceptable as it appears over-dominant and out of scale for the size of the plot.

13/05160/FU Nuthill Farm
Cottage Great
North Road
Micklefield Leeds
LS25 3AU

Two storey/single storey rear extension

Members' comments: No comments.

RESOLVED: The Clerk to report members' comments to LCC Planning Department.

Members noted the following updates on previous planning applications:

Previous Planning Applications/Appeals - Update

Planning ref	Address	Brief Details of Proposal	LCC Decision
13/03396/FU	Reading Rooms Bunkers Hill Aberford Leeds LS25 3DR	Change of use involving alterations and extensions to former reading rooms to form 4 bedroom dwelling ADPC: No objections but comments made on 17/09/2013 and 14/10/2013	Approved: 24/10/2013
13/04257/FU	2 Greystones Close Aberford Leeds LS25 3AR	Alterations including raising roof height; single storey side/ rear extension, dormer windows to front and rear ADPC: Objections made 22/10/2013	Refused: 24/10/2013
13/04354/FU	23 East Ridge View Garforth Leeds LS25 2PN	Single storey rear extension ADPC: No comments 22/10/2013	Approved 30/10/2013
13/01246/FU	2 Woodbridge Ave, Garforth	Part 2 storey, part single storey side/rear extn ADPC: No objections 16/04/2013	Refused 09/05/2013 Appeal lodged 31/07/2013 (ref 102285) Appeal allowed 17/10/2013
13/04465/FU	Black Horse Court Off Great North Road Aberford Leeds LS25 3AU	Removal of condition number 6 (agricultural occupancy) of planning permission 75/33/00282 (Demolition of existing lodge and erection of detached bungalow, comprising hall, 3 bedrooms, bathroom with w.c. kitchen, dining room, lounge with integral double garage and store to farm premises)	Approved: 18/11/2013

13/151

Accounts

RESOLVED:

1. To note the Budget update at Appendix 2 to the Agenda (copy attached).
2. To note the bank reconciliation at Appendix 3 to the Agenda (copy attached) for the period ending 5 November 2013 showing the following balances:
 - Current account £2,522.29
 - Revenue reserve £26,350.89
 - Capital account £.63,945.67

Following deductions for unrepresented cheques totalling £340.00, the net bank balances as at 5 November 2013 were £92,478.85.
3. To approve the accounts for payment at Appendix 4 to the Agenda (copy attached) totalling £381.19.
4. To note that Cllrs Piper and Reed had carried out an internal audit and had no concerns to report.

13/152

Matters for Information/Referrals

- a Aberford Footbridge – the contractors had built a small ramp in the roadway gutter during the works and this had not been removed following completion. The Clerk to report to LCC to arrange removal.
- b Retaining wall in front of Moon Hill Cottage, Main Street – the stones were collapsing. The Clerk to report to LCC.
- c Collier Lane/Hook Moor junction – one of the tall lights on the traffic island was out. The Clerk to report to LCC.

- d School events – the Christmas gala was on Thursday 5 December 2013 at 3pm and the Nativity Play was on 17 and 18 December at 2.30pm.
- e The Swan Hotel – the official opening was on Friday 22 November 2013 from 6pm onwards. All members were invited.

13/153 **Exclusion of Press & Public**

RESOLVED: That the public be excluded from the rest of the meeting as it related to confidential matters.

13/154 **Clerk's Terms and Conditions of Employment**

Following advice from the internal auditor and Yorkshire Local Councils Association, Cllrs Piper and Reed had met with the Clerk to discuss and agree amendments to her terms and conditions of employment.

RESOLVED:

That the Clerk's terms and conditions of employment be amended to put into effect the following:

1. To increase the Clerk's contracted hours to 30 per month with immediate effect, the days and times to be worked to be at the discretion of the Clerk but to suit the Parish Council.
2. That the Clerk will not be reimbursed for mileage incurred in travelling to the monthly Parish Council meeting and up to one further meeting per calendar month in the administrative area of the Parish Council ("contracted mileage").
3. To reimburse the Clerk for mileage incurred on Parish Council business in excess of the contracted mileage provided that the mileage expenses are approved by the Parish Council.
4. To pay a contribution of £10 per month to the Clerk towards utility costs and use of the Clerk's own equipment on Parish Council business incurred in working from home.

13/155 **Close of Meeting**

The Chairman thanked everyone for their attendance and closed the meeting at 10.00 pm

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