

ABERFORD & DISTRICT PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 15 October 2013 at the Methodist Chapel, Aberford at 7.30pm

Present: Cllr David Howson (Chairman) Cllr Jacqueline Jeffrey
Cllr John Barker Cllr Marolyn Piper
Cllr Paul Hancock Cllr Ruth Reed
Cllr Tony Bebbington

PC Andy Katkowski
4 members of the public

Apologies were received and accepted from Cllrs Alderson, Broadley and Dunwell.

Clerk Ms Julie Sou

13/115 **To receive any disclosures of interest from Councillors on matters to be considered at the meeting**
None declared.

13/116 **Minutes of previous meeting**
The minutes of the parish council meeting held on 17 September 2013 had been circulated prior to the meeting. For clarification, minute 13/113c should have indicated that assistance provided by the Poor Lands Trust was limited to the Lotherton ward of the parish.
RESOLVED: To amend minute 13/113c to record that the Poor Lands Trust helps older people in the Lotherton ward of the village and subject thereto to approve the minutes of the meeting held on 17 September 2013 and to sign them as a correct record.

13/117 **To receive a report from the representatives of West Yorkshire Police**
There had been one incident of tyres being slashed: an arrest had been made and the suspect bailed.

13/118 **Public participation on agenda matters**
Cllr Howson invited comments from the public on agenda matters only.

- Priory Park/Aberford Almshouses parking issues – parking was an issue on the south side of the entrance.
- The footway between J47 of the A1/M1 and Park House Farm on Aberford Road needed attention.

13/119 **Councillor Vacancies**
RESOLVED: To co-opt Anthony Bebbington as a councillor.
Note: Anthony Bebbington duly signed his declaration of acceptance of office before the Clerk and took up his appointment as councillor from this point in the meeting.

13/120 **Matters Arising**

- Lotherton Hall/Mint Festival (13/100c)** – There had been no noise issues but there had been security issues with only 1 steward in attendance on the gate and 3 or 4 police officers at the event. The neighbouring farm had experienced problems with buses stopping in their yard and unacceptable behaviour from festival goers. It was agreed that the organisers would need to provide better security in the future and ensure that buses only made stops inside the grounds of Lotherton Hall.
- Aberford Footbridge (13/100d)** – The Clerk reported that works were scheduled to commence on 21 October 2013 and to last approximately 10 days. It was confirmed that the bridge would be timber.
- Play area (13/100e)** – The knotweed now required cutting back and removing. It was noted that care was needed in disposing of the knotweed. Cllr Howson to deal.
- Grass cutting/grounds maintenance (13/105)** – An update was given. Work was still required at Hook Moor/Collier Lane B1217 and Bunkers Hill verges. The Clerk to enquire as to the adoption of

- the highway outside 7 Lotherton Lane in order that it could be included in the grounds maintenance contract. The Clerk also to clarify the weed spraying schedule with Leeds City Council (LCC).
- e **Christmas Lights (13/106)** - These had been ordered for Pump Hill.
 - f **Poor Lands Trust (13/113c)** – Cllr Hancock advised he had resigned from the Trust and it was confirmed that Cllr Jeffrey would be the Parish Council's representative.
 - g **Aberford Church of England Primary School (13/113d)** – It was reported that the school may not be holding a separate Harvest Festival this year but would instead combine it with a Sunday service. Cllr Piper to clarify the position as it was felt more parents would be able to attend a specific Harvest Festival.
 - h **Bridge at Main Street/Cattle Lane (13/113e)** – This had been repaired.

13/121 **Neighbourhood Plan**

Members noted an update from Steve Piper, the Chair of the NDPMG. Mr Piper had prepared a written report (previously circulated to members) on meetings of the NDPMG which had taken place on 3 and 7 October 2013. Ian Mackay of LCC had attended the 3 October meeting and Mike Dando, the Locality consultant, had attended the 7 October meeting. Members noted the report and the minutes of the NDPMG.

Mr Piper expressed concerns with regards to the falling levels of participation in the NDPMG and the possibility that the NDP could fold due to lack of support.

Mr Piper also had personal concerns that the continuing delay with the Village Hall planning application would impede the NDP.

13/122 **Reports were received on the following:**

Footpaths

- Footpath survey – Cllr Jeffrey thanked colleagues for their assistance with the footpath survey.
- Overgrown footpath behind village hall – Cllr Jeffrey had attempted to progress this with the landowner but without success. The assistance of LCC would be required.

Traffic Management – the road markings at Priory Park/Bunkers Hill had been delayed but the Clerk had been advised by LCC that this had now been prioritised and should be completed within the next four weeks.

13/123 **Village Hall**

David Gluck of the Village Hall Committee reported on the current status of the planning application. A meeting between senior planners at LCC was to take place the following day. The issues included whether the Village Hall Committee was a sound body able to receive monies and take the project forward, whether the project was good enough to justify development in the Green Belt, and whether the financial contribution offered by the landowner was sufficient.

There was a discussion as to whether the Village Hall Committee would be prepared to withdraw the application and whether the development of the Village Hall should be brought within the Neighbourhood Development Plan process, with consultation with residents and consideration of alternative proposals.

Mr Gluck's view was that the NDP should not be a reason to delay the development and that the Village Hall Committee would not withdraw the application as there were no other options for a new village hall. There had been discussions in the past with the Estate's agent but no concrete proposals had been made.

Mr Gluck preferred to await the outcome of the meeting between senior planners when the time frame may be clearer. The Village Hall Committee's annual general meeting was taking place shortly and everybody was welcome to attend.

13/124 **Jubilee Field – Tennis Court**

The matter was ongoing. Members had recently met on site to consider the options for enlarging the present court and the Clerk presented a written summary of the main points arising from the meeting. Members present at the site meeting preferred to preserve the open aspect between the bowling green and the courts, therefore any increase to the length of the existing court should take

place on the south side towards the outdoor gym equipment and would necessitate enlarging the tarmac pad and relocating some items of outdoor gym equipment. Any increase to the width would be towards the west side and would be constrained by the available space. An alternative was to make no changes to the existing court but to provide a full size court elsewhere on Jubilee Field. These options were being explored with LCC and a full report would be presented to members at a future meeting.

It was noted that a decision needed to be made regarding the court as soon as possible.

13/125

Noticeboards

Further to minute 13/83 members received clarification with regards to the original quote from Greenbarnes Limited which was for a combined noticeboard (i.e. two noticeboards joined together) and considered a further quote from Greenbarnes Limited for two separate noticeboards.

RESOLVED:

1. To confirm acceptance of the quote from Greenbarnes Limited (reference 13140/1) for £1,637.27 + VAT for a combined noticeboard;
2. To accept the quote from CCR Property Renovations for £225 for installation of the new noticeboard and for moving and repositioning the existing noticeboard;
3. That the noticeboards should not be painted black;
4. The Clerk be authorised to place the requisite orders and arrange the works.

13/126

Sponsorship of Police Community Police Vehicle

RESOLVED:

1. To approve payment of £86.58 to Wetherby Town Council towards sponsorship of the community police vehicle for the year to 31 March 2014;
2. To defer the question of support of the community police vehicle for the year 2014/15 until consideration of the Budget.

13/127

Parish Council Meetings

RESOLVED: That the Parish Council would continue to hold a monthly meeting during August each year.

13/128

Clerk's Employment

The Clerk's probationary appointment period of six months had ended on 30 September 2013. The Clerk had regularly been working more than the contracted hours of 20 per month and requested a review of her hours. Members were also asked to consider, in accordance with advice from the internal auditor and YLCA, payment of a contribution towards utility costs and use of the Clerk's own equipment and home office for Parish Council purposes.

RESOLVED:

1. To confirm the Clerk's appointment on a permanent basis
2. To approve payment at the standard hourly rate to the Clerk for 15 additional hours worked in August 2013 and 22 additional hours worked in September 2013.
3. That Cllrs Howson, Piper and Reed meet with the Clerk to discuss her terms and conditions of employment.

13/129

Training/Conferences

Further to minute 13/109, Cllr Piper and the Clerk had been booked on a two day YLCA course Budgeting for Smaller Councils. The course had now been reduced to a one day course at a fee of £45 per delegate. Cllr Piper was no longer able to attend.

RESOLVED: That the Clerk and Cllr Jeffrey attend the one-day course.

13/130

Correspondence

Members noted the items of correspondence listed at Appendix 1 (copy attached) and agreed the following:

- Cllr Reed would attend the LCC Outer North East Parish and Town Council forum meeting on 17 October 2013
- Cllrs Barker, Howson and Piper would attend the Banks Renewables Hook Moor Wind Farm Liaison Committee Meeting on 16 October 2013

New Planning Applications**Planning ref Address****Brief Details of Proposal**

13/03396/FU Reading Rooms
Bunkers Hill
Aberford Leeds
LS25 3DR

Change of use involving alterations and extensions to former reading rooms to form one 4 bedroom dwelling. The Parish Council had already commented on this application at its meeting on 17 September 2012 (min 13/111) but revised plans were submitted to LCC and came to the attention of members after that meeting. Further members' comments were therefore submitted to LCC on 14 October 2013 as follows:

- The windows on the west elevation are currently blocked up. The wall in which they are situated directly borders a path belonging to the neighbouring property, Depot House. Due to the rise in ground levels, the windows are at a low level with that path and a potential hazard to users of the path. The windows should therefore be toughened safety glass of an appropriate standard. To ensure the privacy of the neighbours, the glass should also be obscure.
- Consideration should be given to ensuring that that the run-off of surface water from the proposed paved area to the north of the property will not be onto the neighbouring properties.
- It is noted that the revised plans no longer include a sun room. In view of the location of the property on the main road through the conservation area of the village, the Parish Council would ask for consideration to be given to limiting future permitted development rights in relation to the property. In particular, the Parish Council would request consideration be given to an Article 4(2) direction being made on the property if appropriate.

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

Members' comments: The proposed development is unacceptable for the following reasons:

- The size and scale of the proposed development appears too high and to have too large a footprint for the plot;
- Insufficient garden space would be retained;
- The streetscene has an open plan nature and the proposed extension in close proximity to the neighbour on the east closes the gap between the dwellings to an unacceptable extent and to the detriment of the character and appearance of the wider streetscene;
- The proposed extension would overlook the neighbour to the rear of the property and could occasion loss of privacy to that neighbour

13/04354/FU 23 East Ridge
View
Garforth Leeds
LS25 2PN

Single storey rear extension

Members' comments: no comments

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)

Members' comments: no comments

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 Note: this application and plans had not been received by the Parish Council at the meeting date
13/04685/FU	Rowan Lodge Waterside Meadows Cattle Lane Aberford Leeds LS25 3BH	First floor side extension Members' comments: no comments
13/04392/FU	Lotherton Hall Lotherton Lane Aberford Leeds LS25 3EB	Single storey extension to house biomass boiler and associated wood pellet silo and flue Members' comments: no comments

RESOLVED:

1. In respect of application reference 13/03396/FU Reading Rooms, to ratify the comments made on 14 October 2013 to LCC;
2. In respect of application reference 13/04498/FU 1 Hayton Wood View, to defer the decision to the next meeting and the Clerk to request a copy of the application and plans from LCC;
3. In respect of all other applications, the Clerk to report member's comments to LCC Planning Department.

Members noted the following updates on previous planning applications:

Previous Planning Applications - Update

Planning ref	Address	Brief Details of Proposal	LCC Decision
13/02675/FU	1 Cedar Ridge Garforth Leeds LS25 2PF	Two storey and first floor side/rear extension with dormer window to front; conversion of existing garage to habitable room and detached double garage to front ADPC: No objections 16/07/13	Refused: 01/10/2013

13/133

Accounts

RESOLVED:

1. To note the bank reconciliation at Appendix 3 to the Agenda (copy attached) for the period ending 5 October 2013 showing:
 - Current account £5,732.40
 - Revenue reserve £28,350.89
 - Capital reserve £63,945.67

Following deductions for un-presented cheques totalling £4,869.00, the net bank balances as at 5 October 2013 were £93,159.96.

Current account and revenue reserve included £943 Parish Paths Partnership money and £7,241.86 Leeds Festival ticket sale proceeds.

2. To approve the accounts for payment at Appendix 4 to the Agenda (copy attached) totalling £2,060.57, and a further payment tabled at the meeting of £90 to the Yorkshire Local Councils Association (cheque no. 100506).

13/134

Matters for Information

- a Mobile library – there had been issues with the library bus blocking Parlington Lane. This may have been due to the Beer Festival in the village causing parking problems. Cllr Jeffrey had spoken to the driver and suggested he park further up. Cllr Reed offered to deal with the problem if it recurred.
- b Jubilee Field – the gates to the car park had previously been opened and closed by volunteers from the bowling club but had been kept locked and closed since the bowling club had stopped meeting. A resolution was needed.

- c HS2 – a consultation event was taking place on 31 October 2013 at Garforth Academy between 12 noon and 8 pm.
- Aberford and District Community Interest Company (ADCIC) noise monitoring survey – volunteers
- d would be undertaking noise surveys in the village from next week using noise monitoring equipment from Leeds Metropolitan University. The report would be available at the end of the year and a copy would be provided to the Parish Council.

13/135

Close of Meeting

The Chairman thanked everyone for their attendance and closed the meeting at 9.53 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.