

ABERFORD & DISTRICT PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 18 February 2014 at the Methodist Chapel, Aberford at 7.30pm

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

PC Andy Katkowski
5 members of the public

Apologies were received and accepted from Councillor Alderson

Clerk Ms Julie Sou

14/014 **To receive any disclosures of interest from Councillors on matters to be considered at the meeting**

None disclosed

14/015 **Minutes of previous meeting**

The minutes of the Parish Council meeting held on 21 January 2014 had been circulated prior to the meeting.

RESOLVED: To approve the minutes of the meeting held on 21 January 2014 and to sign them as a correct record.

ACTION: The chairman

14/016 **To receive a report from the representative of West Yorkshire Police**

One crime incident reported in January – property stolen from an insecure car parked in a cul de sac during the day.

The police were continuing to make regular speeding checks through the village.

14/017 **Public participation on agenda matters**

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

Several issues were raised with particular reference to the Garforth part of the parish, including litter problems, the B1217 footway, Brierlands Lane footpath, Lotherton Hall, the condition of the road surface and fencing at the J47 roundabout, and use of a piece of land as a car sales area. The member of the public would contact the Clerk with further details.

14/018 **Matters Arising**

- a. Footpath Survey (Minute 14/005b) – Cllr Dunwell had met with Leeds City Council (LCC) Public Rights of Way officer, Rosie Watts, and the footpath survey results were now with LCC.
- b. Jubilee Field car park path (Minute 14/012d) – This had now been swept clear of leaves.
- c. Dog fouling (Minute 14/012e) – This was an issue at the ginnel leading off Hayton Wood View despite dog fouling stickers being in place. It was known to be a regular problem and a dog warden was requested to attend. **ACTION:** The Clerk to deal.

14/019 **Updates and Information**

- a. Aberford Footbridge – The additional handrail had now been installed. Comment was made that it would be more aesthetically pleasing for the handrails to have been positioned equidistant from each other.
- b. Highways maintenance issues – The Clerk was still pursuing the outstanding issues with LCC. A further issue that had arisen was the presence of moles in the drovers' verges at Bunkers Hill. **ACTION:** The Clerk to continue to pursue the outstanding highways issues and to request the mole catcher to attend and deal.
- c. Leeds Festival tickets – It was confirmed that the Parish Council had been allocated 54 residents' tickets. Members noted the arrangements to advertise the ticket allocation by the placing of posters at strategic locations and a notice on the Parish Council website. To ensure as far as possible that Garforth residents were aware of the ticket allocation, posters would also be placed on lamp-posts in Garforth which Cllr Bebbington undertook to remove promptly as soon as they were no longer needed. A temporary Facebook page may also be set up. Application forms would be available from the village shop where they should also be returned. Cllr Jeffrey would provide a box at the shop for the return of the forms. The deadline for the

return of ticket applications was 14 March 2014 and the draw for tickets would take place at the Parish Council meeting on 18 March 2014. Cllr Jeffrey requested authorisation to purchase paper for printing out the posters and application forms.

RESOLVED: To approve the purchase of paper by Cllr Jeffrey to use in connection with Leeds Festival residents' tickets allocations.

ACTION: Cllrs Bebbington and Jeffrey to deal with the ticket allocations

- d. Parish boundary – the Clerk was still awaiting a response from LCC to arrange a meeting date with Garforth ward councillors to discuss the parish boundary. **ACTION:** The Clerk to pursue.
- e. Village Design Statement (VDS) – LCC had completed their internal consultation. Comments from the internal consultation had been circulated to all members and a meeting with members of the VDS Working Group would take place in March. **ACTION:** The Clerk to confirm the meeting date. Members of the VDS Working Group to attend once confirmed.
It was later noted that the comments were lengthy and in some cases detailed and technical and that professional assistance may be required to finalise the VDS. **ACTION:** Cllr Piper to investigate obtaining professional help and enquire as to costs for such help.
- f. Speed signs –Swarco had advised that the existing speed signs were now obsolete and would require complete replacement. Preliminary estimates to replace with new solar speed signs were in excess of £8000. Mains powered signs were cheaper but there would be additional costs for connection to LCC electricity supply by underground cabling. A third and cheaper option was mains powered signs affixed to existing LCC lamp posts. Mains powered signs whether powdered by underground cabling or affixed to lamp posts would require the consent of LCC and were subject to certain technical requirements. **ACTION:** The Clerk to continue to investigate the options with LCC and Swarco to report back to the Parish Council.

14/020

Jubilee Field

Members considered two options provided by LCC to provide a full size tennis court. Option 1 was based on the existing tarmac pad and would provide a court with back runs of 2.5m and side runs of 1.27m. Option 2 was based on extending the tarmac pad by 6.5m along the side of the tennis court, relocating outdoor gym equipment and a bench and bin, and would provide a full size court with back runs of 3.55m and side runs of 1.27m. Both options would provide a 2m perimeter path around the outside of the fenced court area. Both options would be at nil cost to the Parish Council. It had been advised that planning permission should not be an issue but this had still to be confirmed. A full discussion took place and members had regard to the following:

- Complaints received from members of the public that the court was not full sized
- Whether the Parish Council had fulfilled its remit to provide a tennis court
- That this was a facility for the next 15 – 20 years and the only opportunity for the Parish Council to provide a full sized tennis court for the use of all residents
- That the court was intended in part for adults to use, children being provided with the play area
- Members of the public found the current facility attractive and saw no need for any change
- The current court was adequate for recreational and children's tennis
- Full size tennis courts were available elsewhere, for example, Barwick in Elmet and Chapel Allerton Tennis Club
- The two options to enlarge the court would still fail to provide the minimum run-offs as recommended by the Lawn Tennis Association
- That alternative compensation would enable other facilities to be provided on Jubilee Field

It was proposed that subject to receipt of satisfactory compensation from SMP/LCC to the minimum value of £5000 (cost price), no further action be taken with regards to changing the size of the tennis court. A vote was taken as follows:

In favour – 6: Against – 2

The proposal was carried.

RESOLVED: That subject to receipt of satisfactory compensation from SMP/LCC to the minimum value of £5000 (cost price), no further action be taken with regards to changing the size of the tennis court.

ACTION: The Clerk to notify LCC of the decision and to obtain/confirm details of alternative compensation offered to report back to the Parish Council.

It was further proposed that the Parish Council accept the Option 2 offer from SMP/LCC. A vote was taken as follows:

For – 2: Against – 6

The proposal was not carried.

14/021 **Traffic Management**

Cars continued to be parked on the south side of the entrance to Priory Park on Bunkers Hill despite there being space available in the new marked out area to the north. It was noted that the Parish Council had done all within its power to address the situation. Other traffic management issues were discussed, including speeding on Cattle Lane and the need to refresh the red painted school crossing area on Main Street near the junction with School Lane.

RESOLVED: To request a meeting with LCC Traffic Management to discuss any further options for parking at Bunkers Hill/Priory Park and other traffic management issues in the Parish.

ACTION: The Clerk to arrange the meeting. Members of the Traffic Management Group to attend.

14/022 **Neighbourhood Development Plan**

Thomas Robbins had been appointed as the new chair of the NDPMG. A push was required to generate renewed interest in the NDP in the village as more members were needed for the NDPMG. Two members had considered leaving.

Members received a report on the training event which had taken place led by Mike Dando from Planning Aid. The advice was that the NDP process could continue notwithstanding that the Core Strategy with which it had to comply was not yet in place.

Comment was made that the NDPMG appeared to lack clear objectives. Further funding would be needed if the NDP was to continue, and the NDPMG needed clear objectives before further funds should be committed from the Parish Council. Further grant aid would probably also be required for consultants.

RESOLVED: To continue with the NDP process for the present time.

ACTION: The Parish Council and NDPMG

14/023 **Leeds Outer North East Parish and Town Council Area Committee and Forum**

a. Members noted the minutes of the Forum meeting of 23 January 2014. Cllr Reed had attended the meeting and reported further as follows:

- i. There were proposals for more staff for John Woolmer's Environmental Locality Team, including designated litter pickers;
- ii. The Grounds Maintenance contractors should be notified of any bulbs planted as otherwise they could be mown down. Cllr Piper to discuss with Aberford Primary School as the school wished to scatter poppy seeds to mark 100 years since the outbreak of the First World War.
ACTION: Cllr Piper.
- iii. Grants for youth groups were available from Breeze. Members noted the key messages of the Area Committee held on 3 February 2014.

14/024 **Planning Matters**

Members noted that the Village Design Statement (VDS) was relevant when considering planning applications and that the draft VDS had already been referred to in reports made by LCC planning officers on planning applications.

Members considered the following new planning applications:

New Planning Applications

Planning ref	Address	Brief Details of Proposal
14/00097/FU	Rowan Lodge Waterside Meadows Cattle Lane Aberford LS25 3BH	First floor side extension Comments: None
13/05680/FU	Leydale School Lane Aberford Leeds LS25 3BU	Detached house including demolition of existing house and new vehicular access Comments: No objections to the application but would request that planning conditions be imposed to limit the movement of demolition and construction traffic (including demolition and construction personnel's own vehicles) on School Lane during Aberford Church of England Primary School's school day and in particular at school start

and finishing times. The Parish Council considers that such a condition is advisable for the health and safety of staff, children, parents and visitors to the school.

14/00195/FU	Windsor Farm House Windsor Farm York Road Scholes Leeds LS24 9NR	Alterations including two storey and single storey extension and new chimney to side; new first floor window to other side Comments: None
14/00576/FU	Proctor Brothers Isabella Works Ash Lane Garforth Leeds LS25 2HQ	Erection of concrete storage silo and aggregate hoppers associated with planning approval ref 13/05215/FU (Extension to concrete production building) Comments: None

RESOLVED: To report members' comments to LCC.

ACTION: The Clerk

Members noted the following updates on previous planning applications:

Previous Planning Applications/Appeals - Update

Planning ref	Address	Brief Details of Proposal	Decision
13/05568/FU	10 Woodbridge Avenue Garforth Leeds LS25 2PJ	Single storey side and rear extension ADPC: No comments	Approved 22/01/2014
13/02675/FU Appeal ref: 102362	1 Cedar Ridge Garforth Leeds LS25 2PF	Detached double garage to front ADPC: No objections Appeal lodged: 09/12/2013 Appeal start date: 18/12/2013	Appeal dismissed 24/01/2014
13/05629/FU	North Cottage Bunkers Hill Hook Moor Aberford Leeds LS25 3DN	Retrospective application for a temporary detached single storey toilet/shower unit ADPC: No comments	Approved 30/01/2014
13/05637/FU	Grey Gables Main Street North Aberford Leeds LS25 3AW	Single storey rear extension and attached garage to side ADPC: No comments	Approved 06/02/2014
13/05616/LI	Swan Hotel Main Street North Aberford Leeds LS25 3AA	Listed Building Application for repositioning of sign to archway	Approved 14/02/2014
13/05807/FU	2 Greystones Close Aberford Leeds LS25 3AR	Alterations including raising roof height and side extension with dormer to rear and 3 dormer windows to front ADPC: Development considered unacceptable 21/01/2014	Refused 17/02/2014

14/025

Finance

RESOLVED:

- a. To note that, as agreed at the last Parish Council meeting, the total Revenue Budget figure for 2014-15 is £16,235.
- b. To note the bank reconciliation (copy attached) for the period ending 5 February 2014.
- c. To approve the accounts for payment (copy attached) totalling £474.62.

ACTION: The Clerk to make the approved payments.

14/026

Matters for Information/Referrals

- a. Brown bin collections were recommencing in March 2014. Details of specific collection dates were available from LCC. An information poster would be put on the noticeboards and on the Parish Council website. **ACTION:** Cllr Piper
- b. A resident in Scholes had asked for photographs of flooding in Aberford from Cock Beck. The resident was opposed to an application for outline planning permission for 45 houses in Scholes in respect of which surface water was to discharge into Cock Beck. This in addition to the Grimes Dyke development on the A64 which also discharged to Cock Beck. It was noted that discharge of water into Cock Beck from developments in neighbouring parishes could have implications for flooding of Cock Beck in Aberford. **ACTION:** Members to provide photographs to the Clerk. The Clerk to forward to the Scholes resident.
- c. Cllr Howson requested other members to meet with him to walk Willow Garth to examine trees in the beck for the purpose of providing evidence to Environment Agency that the trees needed to be removed. **ACTION:** Members to arrange a convenient time with Cllr Howson.
- d. Cllr Bebbington advised he would be moving out of the area of the Parish Council in June and could therefore no longer be a member of the Parish Council after he moved.
- e. Lotherton Hall – A member of the public had received emails from Lotherton Hall relating to proposed changes. The Parish Council was not on the email list and had not received notice of the proposals. **ACTION:** The Clerk to ask Lotherton Hall that a contact at the Parish Council be included on the email list.

14/027

Close of Meeting

The Chair thanked everyone for their attendance and closed the meeting at 9.30pm

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.

Bank Reconciliation		
Aberford and District Parish Council		
For the period ending: 5 February 2014		
Prepared by Julie Sou, Clerk to the Parish Council		
Date: 11 February 2014		
Balance per bank statements as at 5 February 2014		
	£	£
Current Account	717.46	
Revenue Reserve	23,354.87	
Capital Reserve	<u>63,955.43</u>	
		88,027.76
Less unpresented cheques at 5 February 2014:		
100519	<u>-20.00</u>	
		-20.00
Net bank balances as at 5 February 2014		
		88,007.76
The net balances reconcile to the Cash Book as follows:		
Opening balance at 5 January 2014		88,405.86
Add receipts to 5 February 2014		-
Less payments to 5 February 2014		<u>-397.90</u>
Closing balance per cash book as at 5 February 2014		
		88,007.96
Notes		
1. Revenue Reserve includes £417 Parish Paths Partnership money, £7,241.86 Leeds Festival ticket sales money and £320 Mint Festival ticket sales money.		
2. Capital Reserve is set aside for Jubilee Field		

Accounts for Payment

Cheque no.	Details			
100523	Aberford Methodist Church (room hire)		20.00	
100524	Clerk's expenses:			
	Contribution to home working costs	10.00		
	Mileage	30.15		
	Car parking	7.80		
	Mobile 'phone	7.50		
	Stationery & office supplies	<u>12.27</u>	67.72	
100525	Clerk's salary		258.90	
100526	SLCC Enterprises Ltd (book purchase)		63.00	
100527	Broker Network Ltd (Came & Company insurance premium)		25.00	
100528	NDPMG: PCC St Ricarius (Oriol room hire x 2)		<u>40.00</u>	
	TOTAL			474.62