

- e. To note the next NDPMG meeting date. **NOTED** - the next meeting of the NDPMG is 13.10.16.

16.186 Parlington Village

A lengthy discussion took place during which it was advised there is a public meeting to be held by M&G Real Estate on 07.10.16 from 2pm to 8pm at Aberford Village Hall. There are currently five sites being looked at for housing developments, and it is thought an announcement will be made at the meeting about whether Parlington has been chosen. The members of ADPC will keep everyone informed of its actions and the timescales involved, possibly setting up a dedicated Parlington page on the website. Objections on valid grounds can be made, however if it is likely to go ahead, it should be done with Aberford's best interests in mind (e.g. schools, access). **ACTION:** Cllr Oakes will speak to Mike Dando at the next NDP meeting to discuss how best to ensure this is done.

16.187 Electoral review of Leeds – public consultation until 5 September 2016.

Following the discussion at the Aug PC meeting, Cllr Overend spoke to Cllr Stephenson to discuss ADPC's views so they can be put forward. As the consultation is now closed the members will await the outcome – **RESOLVED**.

16.188 Insurance

Members reviewed the renewal options presented by Came & Company, opting to go with their recommendation and use providers Hiscox. It was **AGREED** that The Clerk can raise a cheque before the next PC meeting on receipt of either an invoice or the Certificate of Insurance since the renewal date is 01.10.16. **RESOLVED**.

16.189 Asset Register

The Clerk has contacted Land Registry regarding ownership of the land at the front of Markham Cottages and is awaiting their response. Ongoing.

16.190 Garforth Forum/proposed new Garforth Parish Council and changes to parish boundary

No updates have been received since the last PC meeting. Ongoing.

16.191 Environment and Maintenance

To consider the following and to agree any necessary action:

- a. **Pump Hill fencing** – The new “No Horses” sign is now in place – **RESOLVED**.
- b. **Dog fouling:**
 - The Chairman is awaiting delivery of the “Keep Britain Tidy” signs. Ongoing.
 - A cheque was signed for the spray paint canisters. **ACTION:** The Clerk will order the canisters for delivery to Cllr Overend.
- c. **Jubilee Field:**
 - The footpath by the bowling club has been cut back by Cllr Reed and by LCC Parks Dept. **ACTION:** The Clerk will email Parks to thank them for their help with this.
- d. The Chairman has fixed the bin near the bowling club that had been damaged. It has now been emptied and there is no requirement to purchase a new bin. **RESOLVED**.
- e. **Beckside:**

The replacement liner was requested from Parks & Countryside and has been chased up but has not yet been delivered – ongoing.
- f. **Seats and benches:**
 - Cllr Dunwell obtained the wording for the memorial plaque to be placed on the new bench for Hook Moor, and all three benches have been ordered. **ACTION:** The Clerk will speak to Cllr Hogg regarding fixing the benches and whether we should obtain some quotes for this (including possibly from LCC).
 - The list of repairs has been received by the Clerk and reviewed by the Chairman – ongoing.

16.192 Highways and Public Safety

- a. Although discussed, no separate meeting has yet been held to discuss the speed limit changes.
- b. A lengthy discussion regarding the parking issue at Rowan House took place, and although there are concerns about it, the members do not believe they can take any action as the cars are taxed and are parking on public roads. No action for now, but may be discussed at a later point if necessary. **RESOLVED.**

16.193 Community matters

Hanging Baskets 2016 update: Cllr Hogg was not present at the meeting so no update was received. **ACTION:** The Clerk will contact the Clerk at Swillington PC to find out where they got their brackets from as they seem to have been replaced recently.

16.194 External Groups/Meetings/Events

- a. **Poor Lands Trust:**
To note that the Clerk wrote to the trust confirming Cllr Reed is the new representative.
Noted.
- b. **The Arabian Horse:**
Cllr Overend thanked members for their help with completing the application to make the pub an Asset of Community Value. The forms were submitted and a decision is expected within eight weeks. Cllr Overend explained that if the application is successful, it means the brewery (Heineken) cannot try to sell the pub without notifying the PC first, at which point they can look at how best to ensure its protection. Ongoing.

16.195 IT Matters

Cllr Overend thanked Steve Piper and the Clerk for their help with the website. It was **noted** that all Cllrs and the Clerk are now using their new .gov.uk email addresses. **RESOLVED.**

16.196 Training

Cllr Dunwell has expressed an interest in attending the "Developing Your Skills As A Councillor" course, however the one in November is fully booked. It was **AGREED** that if another course is held, the Clerk can book Cllr Dunwell onto it to ensure he is assigned a place, as there is a long waiting list for this course. It was also **AGREED** that if a course for new Clerks is advertised, the Clerk can book a place for herself. **RESOLVED.**

16.197 Planning Matters

- a. Members considered the following planning applications:

<u>New Planning Applications</u>		
Planning/Appeal ref	Address	Brief Details
16/04907/FU/E	Greenhill Cottage Main Street Aberford	First floor rear extension No objections but the Planning Department should be satisfied that the extension is not detrimental to the natural light.
16/05171/FU/E	6 East Ridge View Garforth Leeds	Single storey side extension with alterations to front porch room No adverse comments made.

b. Members **noted** the following updates:

Planning/Appeal ref	Address	Brief Details
16/03394/FU	Sturton Grange Farm Ridge Road Micklefield Leeds LS25 4DZ	Retention of 84 caravans in connection with an existing soft fruit farm. APPROVED 25.08.16
16/04207/FU	17 East Ridge View Garforth Leeds LS25 2PN	Two storey and single storey side/rear extensions; dormer window to front; garage conversion to habitable room APPROVED 02.09.16

16.198 Finance

- a. To note the balances in the Parish Council's accounts – **noted as per attached bank reconciliation.**
- b. To approve the bank reconciliation – **RESOLVED** (attached).
- c. Members considered the Accounts for payment.
RESOLVED to approve the accounts for payment totalling £2,221.09, and it was **AGREED** a cheque could be raised and signed at this meeting for the wreath received for the 11th November commemorations (agreed donation £50.00). It was also **noted** payments totalling £1,805.66 were raised mid-month as agreed at the August PC meeting.
- d. It was **AGREED** by all Cllrs that a cheque may be signed before the next PC meeting to pay for the insurance renewal (01.10.16) as the policy was chosen tonight. The Clerk will raise the cheque on receipt of the Certificate of Insurance (or invoice if one is issued).
RESOLVED.

16.199 Matters for Information

- i. Cllr Piper suggested a budget meeting is held before the next PC meeting which members agreed with. **ACTION:** Cllr Piper will put forward some dates and a meeting will take place before the October PC meeting.
- ii. Cllr Reed raised a concern that the drains by the bridge are full of mud so won't drain, as are those by the village hall. **ACTION:** The Clerk will look into having them cleared.

16.200 Future agenda items

- a. Outer North East Parish and Town Council Forum – the next meeting is on 13.10.16, however Cllr Reed is unable to attend. It may be possible for another member to attend. **ACTION:** The Clerk will find out where the meeting is, and will issue the details to see if any of the other Cllrs are able to attend.
- b. Close of meeting - The Chairman closed the meeting at 8.45pm.

Minute 16.198b – Bank Reconciliation:

Bank Reconciliation
Aberford and District Parish Council
For the period 1 August 2016 - 31 August 2016

Prepared by Natalie Goonesinghe, Clerk to the Parish Council
Approved by the Parish Council

Date: 31-Aug-16
Date: 20-Sep-16

Balance per bank statements as at 31 August 2016

	£	£
Current Account	6,441.32	
Revenue Reserve	24,300.31	
Capital Reserve	12,704.63	
Asset Renewals Fund	13,223.94	
		<hr/>
		56,670.20

Less uncleared cheques at 31 August 2016:

100714	-115.00	
100715	-90.00	
		<hr/>
		-205.00

Net bank balances as at 31 August 2016

56,465.20

The net balances reconcile to the Cash Book (receipts and payments account) for the period as follows:

CASH BOOK

Opening balance as at 1 August 2016	58,043.65
Add receipts 1 August 2016 to 31 August 2016:	
	<hr/>
	0.00

Less payments for 1 August 2016 to 31 August 2016

-1,578.45

Closing balance per cash book as at 31 August 2016

56,465.20

Notes

Capital Reserve is set aside for Jubilee Field

Minute 16.198c – Accounts for Payment:

Accounts for payment:

Chq no.	Details	Net	VAT	Total
<i>Paid mid month as agreed at the 16.08.16 meeting:</i>				
100720	YLCA - vacancy advert	15.00	-	15.00
100721	A Fox Services - PROW	302.00	-	302.00
100722	M Dando - consultancy to 12.08.16	1,488.66	-	1,488.66
<hr/>				
100723	St Ricarius Church - room hire 20.09	20.00	-	20.00
100724	N Goonesinghe - salary Aug & Sept 16	621.30	-	621.30
100725	N Goonesinghe - expenses to 12.09.16	78.31	7.39	85.70
100726	M Dando - consultancy to 06.09.16	1,162.79	-	1,162.79
100727	Fastsigns - "No Horses" sign	39.83	-	39.83
100728	York Survey Supply - spray paint cans	30.71	6.14	36.85
100729	Royal British Legion - wreath donation	50.00	-	50.00
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Total payments 17.08.16 - 20.09.16		3,808.60	13.53	<u>3,822.13</u>