### **ABERFORD & DISTRICT PARISH COUNCIL**

Minutes of the Parish Council meeting held on Tuesday 17<sup>th</sup> September 2019 at the Oriel Room, St Ricarius Parish Church, Aberford at 7.30pm

Present: Cllr David Howson (Chairman) Cllr Dave McCready

Cllr Keith Dunwell Cllr Mike Oakes
Cllr Nancy Griffiths Cllr Ruth Reed

Cllr Andy Hogg

In attendance: Mrs Natalie Goonesinghe (Clerk/RFO), Cllr Matthew Robinson, and four members of the public.

## 1. To receive apologies and approve reasons for absence

**RESOLVED:** Apologies were received and accepted from Cllr Hancock.

2. To receive any disclosures of interest from Councillors on matters to be considered at the meeting None.

### 3. Minutes of the Parish Council Meeting held on 20th August 2019

**RESOLVED:** To approve the minutes of the Parish Council meeting held on 20<sup>th</sup> August 2019 and to sign them as a correct record. **ACTION:** The Chairman.

# 4. Crime & Security

The Chairman read the crime report received from representatives of West Yorkshire Police which listed the following crimes:

- Burglary Residential, Hayton Wood View Suspect(s) use unknown means to steal complainant's vehicle and make off with same unseen.
- Burglary Business, Main Street Suspect(s) have climbed up scaffolding and entered through door of new property being built. Have forced open key safe and stolen tools from within.

### 5. Public participation

Members **noted** the following points raised:

- One resident asked whether the PC has received a delivery of litter picking equipment. Members were unsure as to whether any equipment has been ordered and asked the Clerk to check.
- One resident asked whether the 30mph sign that was knocked over has been put back members advised it hasn't.
- One resident commented the LeedsFest traffic was very bad this year. A long discussion took place between members, Cllr Robinson, and members of the public, and the points below were noted:
  - Cllr Hogg said there'd been complaints on Facebook re traffic management, even from festival goers coming back to Aberford
  - Cllr Hogg said a review of ticket numbers was requested but hasn't been done up to now. Barwick & Scholes PC receive 250 resident tickets plus a grant.
  - Cllr Reed said not all the traffic issues were down to the festival there were three accidents in the area on one day, and there were other events taking place in surrounding areas (cricket; races)
  - Cllr Oakes commented SatNav systems were directing traffic away from the motorways and through the village
  - Cllr Dunwell commented one Aberford resident had been denied entry to the village
- Cllr Robinson made the following points:
  - He thanked everyone who commented and said their comments can be used as evidence when liaising with the relevant people to tackle issues
  - Police were letting some people through but not others; a review is required
  - People stuck in traffic were getting out to alleviate themselves by the side of the road. If this traffic system is kept, rest stops should be provided
  - Could portable electronic signs be used to advise of road closures?
  - Other things and events affected the traffic (the weather; cricket; races; Castle Howard event)
  - He agrees with members the ticket allocations should be reviewed as they were set ten years ago.
- Cllr Hogg commented there was a lack of communication some people got a leaflet but others didn't. Cllr Robinson suggested a leaflet with information about the festival, traffic system, and phone numbers for noise and other issues, would be useful if issued to everyone
- Cllr McCready commented Festival Republic get a lot of money from this event, yet they were selling water for £4 per bottle and pints of beer for just £3 duty of care? It was a very hot weekend.
- Cllr Robinson commented a clean up programme needs implementing
- Cllr Hogg asked whether the under 13s no resident ticket required policy could be changed to under 16s not requiring a ticket (when accompanying an adult)
- Cllr Robinson said up to now, its been a great annual event, and people don't want one bad year to tarnish it, and said perhaps an annual review should take place
- Cllr Robinson will liaise with Festival Republic on the issues raised and work with the PC on this matter going forwards

Cllr Robinson raised the following comments on other matters:

- He will liaise with Cllrs Hancock and Oakes regarding a village clean up

- Some information regarding St John's Garth has been received this will be forwarded to the Clerk to be shared with members
- Cllr Oakes said bins are not being collected. Cllr Robinson said a route review is required and he has a call about it tomorrow.

### Cllr Robinson left the meeting at approx. 8.10pm

### 6. Neighbourhood Development Plan (NDP)

- a. Update: The referendum will take place on 31.10.19. People will be asked to vote in favour. Information will be included in the newsletter that is due to be issued soon.
- b. To **note** the minutes of the latest NDP Management Group (NDPMG) meeting none.
- c. To decide any further action where necessary none.
- d. To **note** the next NDPMG meeting date n/a.

### 7. Jubilee Field - Cycle Track

Cllr Dunwell has approached several companies over the last few months but has only received a response from one and asked whether anything can be done to proceed with the project. The Clerk advised there is provision within the PC's governance documents for not getting comparable quotes when it isn't possible for projects under a certain value (believed to be £10k but to be confirmed).

### 8. LeedsFest 2019

- Cllr McCready commented the ticket process went well. He also commented that even with the limit of resident
  tickets being two per household, it is still very good value if additional full price tickets are purchased by other
  members of the same household.
- Please see item 5 Public Participation for other matters discussed regarding the festival (above).

#### 9. Christmas Tree

A discussion took place regarding a Christmas tree for 2019 with members commenting that, although they have been invited to attend several meetings to discuss it, the village group who approached the PC regarding the arrangements for this year have not yet attended a PC meeting. One group member was present this evening and although she was unable to speak for the group, she commented that the group has enough funds to buy a tree and lights. Further discussion took place, with the resident confirming she will go back to the group and ensure some representatives attend the Oct PC meeting.

### 10. Insurance

- a. RESOLVED: Members agreed to opt for the three year Inspire insurance policy, as recommended by Came & Company.
- b. **RESOLVED:** Members agreed to raise a cheque for £1,384.12 for payment of the first year of the policy at this meeting (due 01.10.19).

# 11. Sub Groups

Members reviewed the changes made to the list of sub groups. It was **noted** Cllr Piper was still listed on one of the sub groups erroneously. **ACTION**: The Clerk will remove Cllr Piper from the list. Once done, members **AGREED** the list can be published by the Clerk on the PC website. **RESOLVED**.

### 12. Aberford War Memorial

Members **noted** the War Memorial has been awarded Listed Building Status and is now Grade II Listed. Members do not wish to submit any objections to this decision. **RESOLVED.** 

# 13. Consultation on Proposed Reforms to Permitted Development Rights to Support the Deployment of 5G and Extended Mobile Coverage

Members considered whether the PC wishes to submit a response to NALC regarding the above consultation and **AGREED** no response is required. **RESOLVED.** 

### 14. NALC Independent Review into Local Government Audit

Members considered whether the PC wishes to submit a response to the above review and **AGREED** no response is required. **RECSOLVED.** 

### 15. 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. **RESOLVED:** Members considered raising a cheque for a donation to Selby Abbey Parochial Church Council in lieu of salary for locum clerk; Cllr Reed proposed £1,000, Cllr McCready seconded the proposal, and all members agreed on this amount.
- d. **RESOLVED:** Members **AGREED** to raise cheques for Came & Company for the PC's insurance policy which commences 01.10.19 (per item 10 above), and for Selby Abbey Parochial Church Council (per point 15.c above). The Chairman commented the bin that was due for delivery on 16.09.19 had not been delivered members agreed to defer the payment to Broxap until the bin has been received. Total payments raised: £2,871.74.

### 16. Matters for Information

- The Chairman raised concerns regarding the land to the north of Markham cottages that has become overgrown, commenting it needs cutting back, however members do not know who owns the land.
- Cllr Hogg commented the PC website is not up to date. Cllr Oakes said technical difficulties had been encountered over the summer. The Clerk confirmed she recently added the agendas and minutes to the website. It was mentioned that Cllr Piper is still listed as a councillor on the website - the Clerk will remove her from the
- Cllr Hogg commented the 3<sup>rd</sup> PROW cut is due to be completed soon.
- Cllr Griffiths commented the pavements on Cattle Lane is bad in one section, and further down overhanging trees block the pathway.
- The Chairman commented the Parlington Estate Manager is liaising with a resident regarding cutting some trees back near the estate.

# 17. Planning Matters

- a. To consider and comment on new planning applications/appeals none.
- b. To note the outcome of previous planning applications/appeals none.
- c. To consider and to note planning enforcement matters not discussed.

## 18. Future Agenda Items

- a. Budget Update to 30.09.19
  b. Close of meeting the Chairman closed the meeting at 8.40pm.

### **Bank Reconciliation**

### **Aberford and District Parish Council**

# For the period 1 August 2019 - 31 August 2019

Prepared by Natalie Goonesinghe, Clerk to the Parish Council		Date:	13-Sep-19
Approved by the Parish Council		Date:	17-Sep-19
Polomos was hardy atotaments as at 21 August 2010		C	C
Balance per bank statements as at 31 August 2019		£	£
Current Account		1,019.65	
Revenue Reserve		31,464.00	
Capital Reserve		11,500.05	
Beckside Play Area Ground Resurfacing Fund	_	5,000.00	
			48,983.70
Less uncleared cheques at 31 August 2019:	100957	-20.00	
			-20.00

# Net bank balances as at 31 August 2019

48,963.70

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

Closing balance per cash book as at 31 August 2019	48,963.70
Less payments for 1 August 2019 to 31 August 2019	-2,348.98
Add receipts 1 August 2019 to 31 August 2019:	0.00
Opening balance as at 1 August 2019	51,312.68

# **Notes**

Capital Reserve is set aside for Jubilee Field

Beckside Play Area Refurbishment Fund is set aside for resurfacing the play area (minute 8 in Jan 2019 refers)

Accounts for p	payment:			
Chq no.	Details	Net	VAT	Total
100960	St Ricarius Church - room hire 17.09.19	20.00	_	20.00
100961	N Goonesinghe - salary Sept 2019	355.79	-	355.79
100962	N Goonesinghe - expenses to 12.09.19	43.62	0.98	44.60
100963	D Howson - expenses to 12.09.19	15.00	_	15.00
100964	R Reed - expenses to 12.09.19	22.23	-	22.23
100965	Zebra Print Management Ltd - hanging basket labels	30.00	_	30.00
100966	Came & Company - Insurance 2019/20	1,384.12	-	1,384.12
100967	Selby Abbey Parochial Church Council - donation in lieu of locum clerk's salary	1,000.00	_	1,000.00
	Total payments 21.08.19 - 17.09.19	2,870.76	0.98	2,871.74