

ABERFORD & DISTRICT PARISH COUNCIL

MINUTES of a meeting of the Parish Council held on Tuesday 16th October 2012 at 7.30pm in the Village Hall.

PRESENT Councillors D. Stainton (Vice Chairman), J. Barker, K. Dunwell, I. Forster, P. Hancock, Mrs R. Reed
Apologies were received from Cllrs R. Alderson, Mrs G. Broadley, Mrs J. Jeffrey.
Also Present: Police Officer, 3 members of the public, the Clerk

Cllr Stainton referred to the recent death of Cllrs Howson's wife which was the reason for his absence and expressed the condolences of all present at this sad time for the Chairman. Cllr Stainton also drew attention to the resignation of Cllr Gluck after the September meeting and said that the Clerk was dealing with advertising the vacancy. Cllr Gluck had worked hard for the Parish Council and his work – particularly on the Master Plan – had been much appreciated. He had indicated his willingness to complete the VDS work.

12/131 MINUTES OF LAST MEETING

The Minutes of the last meeting, held on Tuesday 18th September 2012, had been circulated prior to the meeting. It was proposed by Cllr Hancock and seconded by Cllr Dunwell that these were a true record. This was agreed.

12/132 POLICE MATTERS

The Officer reported 5 burglaries from such as outhouses/sheds and these were generally metal, tools and bike thefts. He stressed that people should not leave items in vehicles even if the vehicle was left for a short period. Callers purporting to be collecting for charity should be treated with caution and people could dial 101 if they were suspicious. A newsletter would shortly be distributed throughout the village and details of a company who could fit improved locks were available from the police.

12/133 MATTERS ARISING

- (a) Minute 12/121(b) New Newhold site – ongoing
- (b) Minute 12/121(c) Seat repairs – ongoing
- (c) Minute 12/121(d) Grass cutting – Seat Parlington Drive – LCC Highways were maintaining that the area was not on the schedule – to be taken forward to get it adopted.
- (d) Minute 12/125(a) Sponsoring Bench – the resident had indicated that she may sponsor a bench within the church yard. When benches were being decided for Jubilee Field she would be approached again.
- (e) Minute 12/125(b) Cllrs Barker and Dunwell had attended the Wind Turbine meeting. At the moment Banks Renewables were still working on satisfying the MoD conditions.
- (f) Minute 12/125(d) War Memorial – LCC had been in touch with the Clerk and were proposing to a lease at a peppercorn rent. Lease awaited.
- (g) Minute 12/128(c) Triangle of Land Strawberry Hill – Cllrs acknowledged that this was in the ownership of the PC (it was not registered). In the past the PC had arranged for it to be cut. Cllr Stainton had a quotation of £140 from a gardener and it was agreed this should be done but that, for the future, LCC Highways Officer Bev Kirk would try to get the land adopted so it could be included in the area cutting schedule. Cllr Stainton pointed out that the PC had never received the area schedule to show which areas were included – Clerk to try to obtain.

12/134 NEIGHBOURHOOD PLAN

(a) Consultants

Consultants had all been notified of the decision not to appoint. They had been informed that an amended invitation might be issued when the PC had a clearer idea as to whether they needed specific help. The Big Lottery Awards for All had confirmed to the Clerk that their award could be retained for 12 months against a possible requirement and were fully aware of the position.

(b) SHLAA Site Assessments

Clerk reported that Cllrs had been able to split into small groups and assess the sites. The collated SHLAA response had been forwarded to LCC Ward Cllrs etc and would be published on the PC website for all to see following this meeting. No extra sites had been volunteered by the PC but 3 small extra sites had been included by LCC in the SHLAA and these had also been commented on. Every PC in the Ward was now waiting for the LCC response.

(c) Sub Group

Mr Mike Oakes (Chair of the sub group) was waiting for the responses of sub group members as to their preferred evening of the week before he arranged a further meeting, as attendance had been disappointing at the last meeting. The sub group intended to canvass residents on skills which were available within the parish where people were willing to give a bit of time on an 'as needed' basis but not necessarily be on the sub group as such. Some financial arrangements for the sub group had been clarified with the Clerk.

12/135 REPORTS FROM SUB COMMITTEES

(a) Village Design Statement

A copy had been sent out to Cllrs and published on the PC website. Cllrs briefly discussed the VDS and felt that a separate meeting should be arranged, with Cllrs giving their attention to studying the document between now and the meeting. Cllrs should also send their comments to Mr Gluck in the meantime. The lack of illustrations and photographs in the draft was mentioned and that there might be more to come from Mr Ray in regard to design guidance. The fact that the VDS would become an adopted planning document made it very important that Cllrs were happy with it before it was submitted to LCC Planning. Development which required planning consent and what was permitted, together with what was required in the Conservation Area should be mentioned. Reference to the Conservation Area should be expanded. Cllrs to look at Thorner PC's VDS. Clerk to organise a separate meeting.

(b) Broadband

A resident drew attention to there being something in the previous evenings Y. Post by Cllr Matthew Robinson about broadband. Clerk to contact Cllr Robinson and ask him if it would be an idea to draw together all the parishes in the Ward as this might become an attractive proposition to a supplier.

(c) Footpaths – nothing further

(d) Allotments – the lease from LCC Parks was awaited.

12/136 JUBILEE FIELD

Cllr Stainton reported that a large tree on the site had had to be removed, following a report after inspection. However, many more trees would be planted following a grant from the Woodland Trust of a number of saplings.

(a) Access Licence document – this would be with the Clerk for signing shortly, effective from 1st November for six months but this could be extended if required. This would allow access across Prudential Insurance land for workers and machinery as necessary.

(b) The finalisation of the Agreement to Lease the area from LCC had been complicated by the formalities being taken over by Ms Wallace in the LCC Legal Dept who had needed to be fully appraised of all details. She had been made aware of the time constraints to allow the order to be placed with SMP and on the time the Caird Bardon grant would be held open/committed to the scheme. Cllr Stainton and LCC Parks Officer Vicky Nunns were pressing for completion so that the Agreement to Lease could be signed.

(c) Timescale – it was hoped that an email of intent in principal, sent to LCC Parks on 16th October 2012, would allow materials to be ordered by the contractor but it could be that work would be delayed until after Christmas and would depend on the weather conditions.

(d) Footpath and Car Park leases – these were not so time critical – to follow in due course.

(e) Further Phases – LCC Parks had been asked to obtain prices for green gym equipment and the costs of seating/litter bins/notices and the like would also be obtained. Cllr Stainton said that he would like to put a proposition to colleagues for a further phase when information was to hand.

12/137 TRAFFIC MANAGEMENT

(a) Cllrs noted that the refuge had been constructed at the junction of Cattle Lane/Main Street and favourable comments had been received.

(b) Cllr Robinson had proposed that a questionnaire be distributed to residents and around Barwick & Scholes and this was being prepared by him. It had been pointed out to him that the service was an uneven split and not half hourly and that Aberford residents wanted the route around Scholes to be dropped to restore the half hourly service.

(c) Clerk was asked to find out when the island was to be installed on the B1217 at Hook Moor.

It was hoped that a comprehensive survey of traffic management throughout the village would be done as part of the Neighbourhood Plan, alongside of uniformity of street furniture. LCC Conservation Officer Matt Bentley had advised that no other PC, so far as he was aware, had undertaken a comprehensive audit of street furniture and he would support any initiative.

12/138 CORRESPONDENCE

(a) The annual performance report on the A1/M1 link road was with the Clerk

(b) The Wetherby Crime Prevention Panel newsletter was with the Clerk

(c) YLCA Leeds Branch had a meeting on 9th October – attendance at these meeting was disappointing. Cllr noted this but, with so many extra meetings, they had to prioritise.

(d) RAY were holding their AGM and workshops on 20th October. Details were with the Clerk if anyone was able to attend.

(e) Barwick & Scholes PC had informed the Clerk of two meetings which Cllrs might find useful to attend. VDS presentation on 5th November and NP presentation on 14th November. There was additionally a public consultation event concerning their plans for Scholes Lodge Farm (amenity area proposals) on 10th November.

(f) An offer to undertake volunteer work for the PC had been received from a young resident. Cllrs suggested that it might be appropriate to put the youngster in touch with Mrs Street to see if she could help at the Globe Youth Group.

12/139 PLANNING MATTERS

Applications

(a) P/12/03789 – Detached distribution warehouse – land off Isabella Road. No objections

(b) P/12/04138 – S/s Rear Ext and alterations – Assbridge Lodge, Barwick Road. Cllrs had no objection to the extension size etc but wanted to see materials used to match the existing.

This was one of the original lodges to the Gascoigne Estate and it was felt very important that any alterations/extensions should be sympathetic to the original style/materials.

(c) P/12/04166 – Various Extns and altrns, including conversion of garage to habitable room – 1 Cedar Ridge Garforth.

Approved

P/12/03116 – 2 Story side ext – 2 North End Cottage, Main Street – No conditions had been imposed by LCC Planning despite the PC drawing attention to the old stone wall.

P/12/03018 – Retro app for domestic garden extension – Lyndhurst, Greystones Park

Pending

P/12/00725 – Outline app for employment park/access – Aberford Road, Garforth

P/12/03395 – Retro app for garage conversion and various alterations – 6 Cedar Ridge

P/12/03710 – S/s Rear Exn etc 7 Beckside, Aberford.

Refused

P/12/03511 – Replacement dwellinghouse – Sturton Grange Farm.

12/140 ACCOUNTS

(a) The Clerk advised Cllrs that the 2011/2012 accounts had been successfully audited by Mazars. Attention was drawn to that fact that ‘depreciation and impairment adjustments were not appropriate for Local Councils and that, for reporting purposes, the book value of fixed assets should usually stay constant until disposal’. This has been noted by the Clerk.

(b) At the next PC meeting Clerk would have an updated budget and Cllrs would need to start to think about the budget for 2013/2014. In this respect a request had been received from Wetherby Town Council for support for the local police vehicle – 6p per resident on the electoral roll which was an increase of 1p from this year. The PC would be invoiced in August 2013.

(c) Speed Sign contract had actually run out end September – no communication had been received from Swarco so this had unfortunately been overlooked. However, arrangements were in hand to resume the contract and the faulty north end sign had been reported.

Housekeeping Information

(a) Approval was given to close the MasterPlan account; which was operated under two signatures and one of them was Cllr Gluck’s who had now resigned. Balance to be transferred to Revenue Reserve account and NP expenses etc to be paid out of current account.

(b) In this respect the authorisation to pay Mr Ray from the MasterPlan account, given at the September 2012 meeting, was agreed to be cancelled and he would be paid from the current account.

(b) The grant of £10k, towards consultants’ fees should they be needed for the Neighbourhood Plan, and funded by the National Lottery through the Big Lottery Fund, had been received into the Revenue Reserve account.

Balances

In HSBC Current a/c	£ 789.80
In HSBC No 1 Int A/c	£33,656.61 (Rev Reserve)
In HSBC No 2 Int A/c	£80,160.24 (Cap Reserve)
In HSBD Masterplan A/c	£ 1,824.71

Notes:

Revenue Reserve includes (i) £895.00 Parish Paths Partnership money which is set aside to pay the contractor for maintenance of footpaths, (ii) £5009.86 from LeedsFest ticket sales and £10,000.00 grant through the Big Lottery Fund.

Capital Reserve is allocated for refurbishment of Jubilee Field

To Pay

- (a) Cheque number 100402, in the sum of £170.90, for Clerk's salary was agreed and issued.
- (b) Cheque number 100403, in the sum of £634.18, was agreed and issued to Swarco for one year maintenance agreement for Speed Signs.
- (c) Cheque number 100404, in the sum of £20.00 was agreed and issued to Methodist Chapel for hire for NP meeting.
- (d) Cheque number 100405, in the sum of £120.00, was agreed and issued to Mr A. Ray for work on the VDS.
- (e) Cheque number 100406, in the sum of £162.00, was agreed and issued for audit fee to Mazars.

12/141 MATTERS FOR INFORMATION

- (a) Cllr Reed said that the Library Bus had introduced the new stop schedule – this would need to be publicised as it had not been so far.
- (b) Cllr Hancock drew attention to the large 'for sale' sign on the grass verge outside Priory Park – Clerk to deal.
- (c) Clerk asked Cllrs opinion on relocating to the Methodist Chapel during the winter months – this was agreed but it was pointed out that the Police would need to be informed.
- (d) The Clerk had dealt with an allegation of dog fouling between meetings – letter had been sent.
- (e) The Wetherby & Harewood Town and PC Forum meeting was scheduled for 18th October at 7.30 in the Boston Spa Childrens' Centre.
- (f) Leeds Lights had asked for the date the Xmas lights were wanted – Clerk to liaise with Cllr Howson.

12/142 OPEN TO THE PUBLIC

- (a) Mr Picton-Phillips thanked the PC for the grant towards the Church clock repairs and said that a further grant for painting had been received from LCC.
- (b) He informed Cllrs that Remembrance Day and Sunday would be on the 11th November with a service at the War Memorial and asked that a Cllr attend – Clerk to liaise.
- (c) Cllr Stainton asked Mr Picton-Phillips to contact LCC Solicitor Ms Wallace concerning the lease across the graveyard to Jubilee Field.

12/143 CLOSE OF MEETING

There being no further business, the Chairman thanked everyone for their attendance and closed the meeting at 9.00pm.

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