

ABERFORD & DISTRICT PARISH COUNCIL

MINUTES of a meeting of the Parish Council held on Tuesday 18th September 2012 at 7.30pm in the Village Hall.

PRESENT: Councillors D. Howson (Chairman), J. Barker, Mrs G. Broadley, K. Dunwell, D. Gluck, P. Hancock, Mrs J. Jeffrey, Mrs R. Reed
Apologies were received from Cllrs R. Alderson, I. Forster, D. Stainton
Also Present Ward Cllr M. Robinson, LCC Officer I. MacKay
Police Officer N. Roberts – 5 members of the public

12/118 MINUTES OF LAST MEETING

The Minutes of the meeting held on Tuesday 21st August 2012 had been circulated prior to the meeting. It was proposed by Cllr Hancock and seconded by Cllr Mrs Reed that these were a true record. This was agreed.

12/119 POLICE MATTERS

PC Roberts gave his report. There had been lead thefts from Becca Hall on three occasions but fulltime security had now been employed. Anti speeding measures would continue. Some information about a car being driven recklessly at times through the village was given to the Officer.

12/120 NEIGHBOURHOOD PLAN

(a) Discussion with LCC Officer

It was agreed to open this item to discussion to members of the public present.

Mr MacKay talked first about the boundary of the plan and said that he would be seeking to hold a separate discussion about the Garforth end of the parish. He stressed NPs were a 'bottom up' process; that housing was a top priority and the need for PCs to move quickly to comment on sites identified in SHLAA. Early engagement with communities was stressed as the opinions of Cllrs might not accurately reflect those of residents. An Inspector would want to see evidence of engagement/questions asked etc. Methods of engagement were discussed.

Mr MacKay said that Aberford parish was in a good position regarding housing allocation as it was outside of the urban area (not defined in the 'settlement hierarchy') and most housing would go on brown field, or edge of, or in the main urban areas but there would be some additional housing – the big question was where and how much. There were four 'pilot' areas but some PCs were actually ahead of them at this time. The Village Design Statement had a lot of things in it which would transfer into the NP – likewise the previous Master Plan.

A question was asked about whether the PC could 'cut and paste' some sections from previous work. Mr MacKay said he felt sections could be used as appendices for instance but might need updating. The VDS – once adopted – would remain 'as is'. Weaknesses from previous work should be addressed.

The PC should find out the housing growth needs – LCC Officers would work with the PC how to achieve that. If the PC wanted to bring forward a site (or sites) for housing outside of those in the SHLAA then a good case needed to be made and LCC Officers could help with that.

A question was asked as to whether, in fact, Aberford PC needed to do a NP given the indicated place in the scheme of development. Mr MacKay agreed that some communities might not take any housing growth and that, if housing was the only issue, then they may decide not to do a NP. However doing a NP meant that community issues could be brought to

light and worked through and, once adopted, then LCC would have to take such a plan into account in all planning matters.

LCC Officers would be focusing on giving technical planning support to NPs but funding would not be forthcoming otherwise in the preparation of NPs. Mr McKay said that it was not in the spirit of NPs to ask a third party such as Consultants to prepare a NP. It might be appropriate to engage some expertise for specific pieces of work where this was not available within the PC.

(b) Consultants Tenders Decision

It was decided not to appoint Consultants at this time but to wait to see if specific pieces of work might need the services of Consultants as the NP was developed. Retention of the Awards for All money would be investigated against this eventuality.

(c) SHLAA Site Assessments

After discussion it was agreed that the Clerk would organise the distribution of SHLAA sites between available Cllrs who would comment in broad terms upon them, using the pro forma supplied by LCC Planning. This 'broad brush' exercise would allow Ward Cllrs and LCC Officers to understand the initial reactions to sites. This information would be brought before the next NP Sub Group meeting on 1st October, further discussed with that group, then collated and passed on to LCC etc. Due to time pressures it would not be possible to engage with the wider community on this issue but this could be stressed to LCC etc.

(d) Any Further Sites Identified

This item was not discussed further at this meeting.

12/121 MATTERS ARISING

(a) Minute 12/107(a) Event Lotherton Hall – a letter from the organisers was in course of distribution to residents. This gave a contact telephone number for residents to report noise nuisance. A copy would be put on the website/noticeboards.

(b) Minute 12/107(c) North Newhold site – ongoing

(c) Minute 12/107(d) Seat repairs – ongoing.

(d) Minute 12/107(e) Grass cutting – the small area behind the seat in Parlington Drive was confirmed as not being on the map to cut. LCC Officer advised that, if it had been cut previously, then this was unofficial.

(e) Minute 12/115(a) Overgrown Hedge Lotherton Lane – Cllr Mrs Jeffrey had spoken to the owner and this had been cut back.

(f) Minute 12/115(b) Overgrown vegetation on footpath near Chapel – this had been cut back.

(g) Minute 12/115(c) High Wall Bunkers Hill – LCC Highways had replied that this was inspected every two years and this was deemed sufficient to spot undue movement.

12/122 REPORTS FROM SUB COMMITTEES

(a) Village Design Statement

Cllr Gluck reported this had been circulated in Draft form this day to Cllrs. A consultation period would apply until the 30th October and the draft would be published on the PC website, on the notice boards and a copy would be placed in the shop. Any comments should be made in writing to the Clerk who would forward these to Cllr Gluck. A final VDS would be put to the PC for approval in November.

(b) Broadband

Ward Cllr Matthew Robinson said that there had been an acknowledgement that the NE Outer parishes needed to be given some priority to get faster broadband and that an upgrade would be forthcoming from BT. Funding was being looked at and he would continue to press for this in full Council.

(c) Footpaths

Cllr Hancock reported that the footpath beyond Humphreydale Cottage needed cutting back. This was the one which overlooked Cock Beck going towards the Crooked Billet.

(d) Allotments

The Clerk reported that the lease between the PC and LCC was being drawn up by LCC Legal Dept. A pro forma tenants' agreement had been received – Cllrs Mrs Jeffrey and the Clerk would look at this in due course to see if it was suitable for the PC to use.

12/123 JUBILEE FIELD

Cllr Stainton had previously reported to colleagues as follows.

He had spoken to Ms Boulding about getting the children involved when work started – possibly to go and watch as the site progressed and plant trees etc. In this regard Cllr Hancock had obtained a donation of trees from the Woodland Trust. These would come in November and LCC Officer Vicky Nunns had indicated that LCC Parks Dept would help prepare the ground.

All leases were being chased by Cllr Stainton – Ward Cllr Matthew Robinson stated that he was also chasing LCC Legal Dept. The planned date for the contractor to start was now 1st November.

(a) Payment Method

There had been a meeting between LCC Parks, Cllr Stainton and representatives from Grantscape (who were granting the PC £39,500.00 towards the project). Grantscape were satisfied with the project as planned and they would pay their grant direct to LCC Parks Dept on completion. The PC would also pay their portion of the cost direct to LCC Parks for onward payment to SMP Playgrounds – this had enabled a discount to be negotiated and the PC would not have to fund the VAT cost themselves. The PC would also have to contribute a sum of £4489 to Grantscape in consideration of the grant the PC had obtained.

Clerk ran through with Cllrs the content of the email from Cllr Stainton dated 15th September 2012 with Clerk's comments, to ensure all were in agreement so as to be ready to sign leases and contract documents between meetings should these become available to complete.

(b) Approval and Consent to Contracts

The following are the arrangements to which Councillors gave their unanimous approval and consent. Note: Phases 1 and 3 are being carried out by LCC Parks Dept. as economically as possible given that the PC is working closely with the City Council and that funds are limited to refurbish Jubilee Field. This is why Cllrs decided that it was not necessary to obtain tenders for comparison purposes as they considered they had obtained the best prices for Phases 1 and 3 by the work being done 'in house' by LCC Parks Dept.

Phase 1 Work by LCC Parks Dept – clearing the site, contract already signed (*Clerk's note: contract not formally signed but agreed in principle subject to all leases being signed*) and part of work to remove hedge and erect fence adjoining bowling green already done – cost £9999.00.

Phase 2 – Main works to construct MUGA and tennis court, with fencing, and approach footpath – cost £59,641.00 (*Clerk's note – arranged and negotiated with the help of LCC Parks from SMP Playgrounds- contract to be signed only when legal formalities are completed*)

Phase 3 Work by LCC Parks Dept– Footpath through woodland, fencing, removal of garden area in car park and remarking, and a security fence alongside the bowling pavilion - £9,750.00 - this was re-priced from £12500 originally and has a hard-cored surface to the path. (*Clerk's note – contract to be signed only after completion of formal legalities*).

(c) Legal costs (approx)

Leeds City Council £2000 and the Estate's lawyers £1200 incl. VAT. Hart Law acting for the PC were estimated £600 incl. VAT. These costs were estimated as there had been some extra work caused by the discovery of an error in previous legal documents concerning land ownership between LCC and the Estate.

(d) Ancillary Works

A Sub-committee meeting would be held on 11th October with LCC Parks to discuss the pricing up of such items as seats, rubbish bins, soft landscaping and security gate for the school access path, together with signage etc.

12/124 TRAFFIC MANAGEMENT

Cllr Robinson told the meeting he would contact LCC Highways Officer to try to expedite the refuge planned for Cattle Lane/Main Street junction and the alterations at Hook Moor.

The Chairman reported that he understood some of the workforce at Priory Park had been moved out to premises at Thorpe Park due to overcrowding and parking problems and a further department had rented premises with parking across the road from Priory Park. The situation would again be monitored.

12/125 CORRESPONDENCE

(a) Cllr Gluck reported a resident had enquired about sponsoring a bench in memory of a relative. Cllrs responded that, given the review of street furniture which was being undertaken in the next few months, together with the intention to provide benches on the Jubilee Field site, it would be premature to indicate a site but the resident would be thanked for the offer and advised accordingly.

(b) Cllrs were advised of a Wind Turbine liaison meeting with Banks Renewables scheduled for 26th September. Cllrs Barker and Dunwell would attend.

(c) Invitation to an Open Day at the Civic Hall from the Lord Mayor was noted.

(d) Cllr Robinson had helped to identify the LCC Officer who could deal with the transfer of ownership of the War Memorial to the PC. This was ongoing.

(e) Cllrs were asked to let the Clerk know of any roads within the parish they felt should be added to the LCC Highways list for 2013/2014

12/126 PLANNING MATTERS

Applications

(a) Application P/12/03511 – Replacement dwellinghouse – Sturton Grange, Micklefield. Cllrs had no objection provided the dwelling was, in fact, a replacement with the demolition of the existing.

(b) Application P/12/03395 – Retro app to convert grg to room, S/s side ext and enlarged hard standing to front – 6 Cedar Ridge, Garforth. No objections.

(c) Application P/12/03710 – S/s rear extension, additional rooflight to existing rear roof and replace existing rear door with window – 7 Becksides, Aberford. No objections, assuming the neighbouring property did not object.

Approved

P/12/03026 – Consent to alter office to dwellinghouse – Priory Park Lodge.

P/12/01574 – Refurbishment of Becca Hall

P/12/02890 – Ext to Dutch Barn, Silver Hills Farm, Lotherton Lane.

Pending

P/12/03116 – 2 Stry side ext – 2 North End Cottage, Aberford

P/12/03018 – Retro app for change of use of land to form domestic garden – Lyndhurst

P/12/00725 – Outline app employment park/layout of access – Aberford Road, Garforth.

12/127 ACCOUNTS

Balances

In HSBC Current a/c	£ 841.51
In HSBC No 1 Int A/c	£23,652.76 (Rev Reserve)
In HSBC No 2 Int A/c	£80,146.10 (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 and (ii) £5009.86 from LeedsFest ticket sales.

Capital Reserve is allocated for refurbishment of Jubilee Field

MasterPlan account is for remainder of Village Design Statement costs and initial funding for preparation of Neighbourhood Plan.

To Pay/Current account

(a) Cheque number 100399, in the sum of £170.90, for Clerk's salary was agreed and issued.

(b) Cheque number 100340, in the sum of £12.81, for Clerk's expenses was agreed and issued.

(c) Cheque number 100341, in the sum of £20.00, for hire of Chapel was agreed and issued.

To Pay/Masterplan account

Cheque number 100019, in the sum of £120.00, for consultant services from Mr A. Ray, was agreed and issued.

12/128 MATTERS FOR INFORMATION

(a) The Chairman mentioned the narrow footpath on Lotherton Lane informing Cllr Robinson that, if Highways Dept could contact the landowner (Mr Roberts), then he thought that the landowner might be amenable to giving a strip of land to widen the footpath. Cllr Robinson said he would investigate.

(b) Cllr Gluck reported having been in touch with the Methodist Minister Rev. Amy Walters about the future of the Chapel. Worship had ceased and various options were being investigated but there was no intention for the Chapel to be sold. Ways in which Chapel could work in with the Village Hall were being looked at and Cllr Gluck would keep the PC informed.

(c) Cllr Mrs Jeffrey enquired about ownership of the triangle of land between Strawberry Hill and the Royal Oak which was badly overgrown with cotoneaster. The Chairman said he believed the PC owned this stretch of land but this would need to be investigated by Highways.

(d) Cllr Mrs Jeffrey asked that the several cast iron sided seats around the village should be retained following any review of street furniture as these were felt to be a feature which should be retained.

This would be debated more fully when Cllrs had time to review this matter.

(e) Cllr Barker raised the matter of odour from some litter bins due to dog waste being deposited in them. It was permissible for dog waste to be put in ordinary litter bins but it was something to be considered in any street furniture review.

12/129 OPEN TO THE PUBLIC

There were no matters brought forward by the public.

12/130 CLOSE OF MEETING

The Chairman thanked everyone for their presence and closed the meeting at 9.50pm.