

ABERFORD & DISTRICT PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 15 April 2014 at the Methodist Chapel, Aberford at 7.30pm

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

PCSO G Nottingham
2 members of the public

Apologies were received and accepted from Councillor Bebbington

Clerk Ms Julie Sou

14/046 **To receive any disclosures of interest from Councillors on matters to be considered at the meeting**

Cllr Alderson declared an interest as a member of the Village Hall Committee.

14/047 **Minutes of previous meeting**

The minutes of the Parish Council meeting held on 18 March 2014 had been circulated prior to the meeting.

RESOLVED: To approve the minutes of the meeting held on 18 March 2014 and to sign them as a correct record.

ACTION: The chairman

14/048 **To receive a report from the representative of West Yorkshire Police**

Two incidents were reported in March: an attempted burglary of a house with failed attempts to enter via a UPVC side door and UPVC French doors, causing damage to the locks, and a case of criminal damage to a car – smashed nearside light. In both cases, the suspects made off unseen.

Cllr Piper reported several cars that appeared to be parked on a permanent basis on Main Street near Pinfold Rise that caused obstruction to buses passing on the bend in the road. The registration numbers were passed to PCSO Nottingham for further enquiries to be made.

14/049 **Public participation on agenda matters**

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

- Issues affecting the Garforth part of the parish were raised and a member of the public reported some progress from Leeds City Council (LCC) and the Highways Agency in respect of street cleansing, cutting back at Brierlands Lane and re-surfacing of the slip road at J47 of the A1/M1. Further concerns were raised with regards to the narrowing of the footpath from Hook Moor to the football ground, the B1217 footway, other footpaths in the area and litter problems at the Caird Bardon site.

ACTION: The Clerk to enquire with LCC Planning Department about the Caird Bardon site.

- It was queried whether the new noticeboard should in fact have been oak and it was confirmed that it was made from a composite material.

14/050 **Matters Arising**

- a. Broadband (Minute 14/034) – this was progressing and the Clerk asked members to forward any questions relating to this for her to direct to the project manager. **ACTION:** Members and the Clerk.
- b. Community right to bid (Minute 14/041) – this would be on the agenda at a future meeting. **ACTION:** Members to consider and propose assets for registration.

14/051 **Updates and Information**

- a. Leeds Festival tickets – members agreed to extend the deadline for payment to 30 April 2014. A further draw took place for allocation of any tickets remaining unclaimed after the extended deadline.
- b. Boundary – a meeting with Ward Cllr Dobson for Garforth had taken place but had been found to be in connection with the neighbourhood plan area for Garforth and not the parish boundary. There was no proposal to change the parish boundary. Garforth Neighbourhood Plan Steering Group was seeking the co-operation of ADPC in dealing with their neighbourhood plan as the land south of the B1217 which was part of ADPC could not be included within the designated neighbourhood plan area for Garforth. Further meetings and negotiations to clarify how ADPC

and Garforth Steering Group (and ultimately the NDP group for Garforth) could work together would be required.

- c. Speed signs – the insurance company would only pay for repairs and not replacement and the Clerk was therefore seeking further confirmation from Swarco as to why the signs were considered obsolete and beyond economic repair. The Clerk was also awaiting details of other speed sign suppliers from LCC as, in view of the probable cost of repairs/replacement, further quotes were necessary in order to obtain best value for the Parish Council and to comply with financial regulations.
- d. Traffic management issues – a meeting had taken place with the LCC Traffic Management Officer and he had agreed and would recommend the following measures:
 - i. Priory Park/Bunkers Hill – double yellow lines on both sides of the entrance to Priory Park;
 - ii. Cattle Lane 30mph speed sign – to be moved further down the road;
 - iii. Main St bridge – double yellow lines on both sides of the road to be extended
 - iv. Red school crossing, Main Street – to be repainted.

With regards to the speeding issues on the A642 raised by a member of the public, the officer would liaise directly with the member of the public and the Clerk had passed on contact details. Items i to iii would be the subject of a Traffic Regulation Order and there would be a period of consultation. The estimated length of time to complete was in the region of 3 – 4 months.

Some concern was expressed as to whether double yellow lines were also needed on the east side of Bunkers Hill opposite to the entrance to Priory Park as drivers may park there once double yellow lines were in place on either side of the entrance to Priory Park. Members were divided as to whether parking on the east side of the road would cause an obstruction.

Comment was also made that too many double yellow lines would create an undesirable more urban environment. It was agreed that this could be considered further at the consultation stage.

- e. Dog fouling – LCC enforcement officers had patrolled Hayton Wood View regularly but had found no offenders nor any evidence of a severe problem with dog fouling in the area. Cllr Dunwell said he would keep monitoring the situation.
- f. Village Design Statement (VDS) – Thomas Robbins of Pearce Bottomley Architects and the chair of the Neighbourhood Development Plan Management Group had confirmed he would be happy to help with the VDS and some of the work would be covered by his involvement with the NDP and therefore free of charge. There would be a cost for preparation of maps, drawings, photographs and graphic design of the document. It was proposed that a further meeting of the VDS Group should take place to decide on the work needed to finalise the document and obtain a clearer costs estimate from Pearce Bottomley once the extent of the work was known.
ACTION: Clerk to arrange a further meeting of the VDS Group.
- g. Cock Beck – members noted the response from the Environment Agency that it could not justify any work to clear Cock Beck as it considered there to be a low risk of flooding to any houses and that responsibility for watercourse maintenance in fact lay with the landowner. The owner of the land in question was not known.
- h. Play area - pebbles/stones caught beneath the roundabout had caused the problem of the roundabout sticking and this had now been resolved by Cllr Howson.

14/052 **Jubilee Field**

Members discussed the compensation offered from LCC to deduct £5000 from the monies due to them and considered it insufficient. Cllr Alderson was opposed to accepting any alternative compensation and preferred that the Parish Council reconsider its decision of 18 February 2014 not to require a full sized court to be provided.

RESOLVED: To ask for a deduction of £10,000 from the monies due to LCC by way of compensation for the failure to provide a full sized tennis court. **ACTION:** The Clerk.

14/053 **Neighbourhood Development Plan**

The NDP Management Group had met on 3 April 2014. Members noted the update given, in particular that attempts were to be made to engage the community by way of a further questionnaire and an event at the village hall, the date of which was to be confirmed.

14/054 **Outer North East Parish and Town Council Forum 3 April 2014**

Cllrs Dunwell and Reed had attended the forum. A presentation had been given on the Broadband project, copies of which the Clerk had circulated to members, and John Woolmer, the Locality Manager, had been a speaker.

14/055 **Parish Paths Partnership Project**

Members noted that the number of cuts under the project was to be reduced to one with a corresponding decrease in the grant paid to the Parish Council. Members noted this was not

sufficient with some paths already impassable and queried whether the statutory duty to maintain public rights of way was being met.

ACTION:

- a. Cllr Jeffrey to enquire with LCC Public Rights of Way officers and obtain more information with regards to how public rights of way are to maintained in future;
- b. The Clerk/Cllr Jeffrey to research the statutory duty to maintain public rights of way.

14/056 Cllr Alderson was excused from the remainder of the meeting and left at 9.03pm.

14/057 **Defibrillator**

Members noted that the NHS had provided a free defibrillator for installation in the village. The defibrillator would be secured in a locked box with an access code which the Ambulance Service would provide to anybody calling 999 who needed to use it. There would be an approximate cost of £3 - £4 per annum for electricity. The NHS would be responsible for maintenance. Mr Andrew Ridgeon, the owner of the village shop and the Arabian Horse public house, had agreed that it could be mounted outside the village shop and to bear the running costs of the electricity. Mr Gary Broadley from the village had offered to install the unit free of charge.

ACTION: The Parish Council to publish details of the defibrillator on its noticeboards, website and the next newsletter.

14/058 **Local Audit and Accountability Act – Draft Transparency Code**

Members noted the requirements of the draft code. The Clerk's view was that much of the information required for compliance with the draft Code was already produced and available in electronic format. Additional time and work may be involved in publishing the information on the Parish Council website but this should not be significant and any additional costs should be offset by the saving on external auditor's fees. Members had no comments to forward on the draft code.

14/059 **Planning Matters**

Members considered the following planning application:

New Planning Applications

Planning ref	Address	Brief Details of Proposal
14/00982/FU	Ridge Road Farm Ridge Road Aberford Leeds LS25 3DL	Construction of an anaerobic digestion plant Comments: The Parish Council considered the proposed development to be inappropriate in the Green Belt for the following reasons: 1. There is a likelihood of odour pollution, the level of which it is not possible to quantify and which, depending on the wind direction, could affect in particular Lotherton Hall and residents of Garforth. 2. The process is not of itself agricultural in nature and therefore not appropriate in the Green Belt. 3. The size and scale of the proposed development would be a significant increase in the built development and would have a detrimental effect on the openness and visual amenity. 4. Alternative sites on brownfield land within the Leeds City Council area would be more appropriate for this sort of development. The Parish Council was not satisfied that very special circumstances have been demonstrated that would outweigh the harm to the Green Belt caused by allowing this development. Notwithstanding the above comments, should the application be approved the Parish Council would request that the following conditions be considered: a. That a restriction be placed on the type of product that can be processed, to prevent the processing of animal slurry and waste products.

b. That conditions be imposed preventing vehicles leaving the site from turning left in order to direct vehicles away from the villages of Aberford and Micklefield and to avoid passing over the bridge on Great North Road which has a weight limit of 7.5 tonnes.

c. That should any part of the land use for anaerobic digestion cease in the future, that land should be returned to agricultural use. The Parish Council is concerned that if approval is given to this application, the site becomes brownfield land and in future the land use could be changed allowing other commercial/industrial uses or residential development.

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/Update
13/05680/FU	Leydale School Lane Aberford Leeds LS25 3BU	Detached house including demolition of existing house and new vehicular access ADPC: No objections but requested conditions relating to demolition and construction vehicles	Withdrawn 18/03/2014
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) ADPC: No comments	Approved 02/04/2014
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 ADPC: No comments	Approved 10/04/2014

14/060

Finance

Members noted that the external audit papers had been received, with a deadline of 9 June 2014 to file the papers. An internal auditor was required to be appointed and an internal review was also due by Cllrs Piper and Reed.

RESOLVED:

1. To appoint Pam Harrison to carry out the internal audit.
2. To approve the bank reconciliation (copy attached) for the year ending 31 March 2014.
3. To approve the accounts for payment (copy attached) totalling £1,159.98

ACTION:

- a. Cllrs Piper and Reed to carry out the internal review.
- b. The Clerk to prepare the papers for the internal and external audit.
- c. The Clerk to make the approved payments.

14/061

Matters for Information/Referrals

- a. Developments at Scholes – it was noted that there were large scale developments proposed. Photographs of flooding in Aberford had been provided by Cllr Barker and forwarded by the Clerk to a member of the public at Scholes. It was noted that any comments made by parish councillors should be in a personal capacity and not as a parish councillor.
- b. Cllr Howson advised that the owners of the Parliington Estate were to withdraw the permissive rights for people to walk in the fields as there were cows with calves at foot. Walkers would be required to remain on the tarmac path leading to the Triumphal Arch.
- c. A drain on Pinfold Rise required flushing. The Clerk had attempted to contact John Woolmer at LCC but without success. **ACTION:** The Clerk to deal.
- d. New noticeboard – the latches on the door of the public side were very stiff and the door had been found left open. The drop down door on the Parish Council's side did not clear the low rail and post in front of Pump Hill and the Clerk had difficulty reaching over it to affix notices. The situation would be kept under review. **ACTION:** Cllr Howson to investigate the stiff latches.
- e. The vegetation at Strawberry Hill required cutting back. **ACTION:** Cllr Piper to obtain a quote.
- f. Village Hall – subject to the developer's response to an independent report on the finances, the planning application may be going before LCC Planning Committee on 15 May 2014. Five days' notice would be given. **ACTION:** In the event of this date being confirmed, members able to do so should attend to report the objections of the Parish Council.

Close of Meeting

The Chair thanked everyone for their attendance and closed the meeting at 10.05pm

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.

Year End Bank Reconciliation

Aberford and District Parish Council
 Financial year ending: 31 March 2014

Prepared by Julie Sou, Clerk to the Parish Council
 Date: 9 April 2014

Approved by the Parish Council
 Date: 15 April 2014

Balance per bank statements as at 31 March 2014		£	£
Current Account		303.16	
Revenue Reserve		22,858.70	
Capital Reserve		63,966.47	87,128.33
Less unrepresented cheques at 31 March 2014:			
	100529	-20.00	
	100532	-20.00	-40.00
Add unbanked cash at 31 March 2014			0.00
Net bank balances as at 31 March 2014			87,088.33

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

CASH BOOK

Opening balance at 1 April 2013	109,581.07
Add: receipts for the year	18,809.06
Less : payments for the year	-41,301.80
Closing balance per cash book as at 31 March 2014	87,088.33

Accounts for Payment

Cheque no.	Details		
100534	Aberford Methodist Church (room hire)		20.00
100535	Clerk's expenses:		
	Contribution to home working costs	10.00	
	Mobile 'phone	17.50	
	Mileage	35.55	
	Stationery & office supplies (A4 paper, files and folders)	<u>21.03</u>	84.08
100536	Clerk's salary		258.90
100537	YLCA membership subscription		485.00
100538	SLCC membership subscription		87.00
100539	C Cliff - noticeboards installation & relocation		<u>225.00</u>
	TOTAL		1,159.98