

- 14/198 **Neighbourhood Development Plan (NDP)**
- a. Cllrs Howson and Reed gave a verbal update on the NDP Management Group meeting of 11 November 2014. Members noted the following:
 - Mr David Gluck, the vice-chair of the Village Hall Committee (VHC) had given a presentation on the plans for the village hall following the recent refusal of planning permission (see Minute 14/200(c)) and these did not include working within the remit of the NDP;
 - The NDPMG is continuing with finalising the draft NDP;
 - Costs for publishing the draft plan for circulation in the parish have not yet been obtained.
 - b. Garforth NDP area – members received a report from Cllr Dunwell. There had been some confusion as to whether the land to the south of the A1/M1 that was in the Parish Council's administrative area but not in its NDP area ("the land") could be included in the Garforth NDP area. It was noted that the position appeared to be that the land could not be so included because the Garforth NDP Steering Group/Forum did not have the status of a parish or town council.
It was **AGREED** that there was no necessity for the Parish Council to take any action with regards to the Garforth NDP area but that the Parish Council should not be complacent with regards to any development on the land. It was further noted that, as part of the usual planning process, the Parish Council would still receive notice of and be entitled to comment on any planning applications relating to development on the land.
- 14/199 **Jubilee Field**
Members noted the following:
- a. The second table tennis table had been installed;
 - b. LCC had undertaken to provide mesh netting to protect the grass around the table tennis bases in spring next year when weather and ground conditions were improved;
 - c. LCC had agreed to weld an additional bar into the bowling green and church gates to prevent people climbing over them – this was being pursued with the LCC Playground Fabrication manager.
- RESOLVED:** To confirm approval to pay the outstanding sum of £42,862.94 to LCC on receipt of an invoice for this sum.
ACTION: the Clerk
- 14/200 **Village Hall**
- a. Planning application 12/05434/FU – members noted that the application had been refused by the LCC Plans Panel, principally due to Green Belt considerations. It was noted that the basis of refusal was the housing proposals and not the development of the village hall.
 - b. Minutes of the Village Hall Committee (VHC) 27 November 2014 (previously circulated) – noted.
 - c. Appeal/new planning application – members noted that the developer and the VHC may not appeal the refusal but may instead submit a new planning application. Clarification was requested as this had not been raised at the VHC meeting of 27 November 2014. **ACTION:** the Clerk.
 - d. Request for financial support for refurbishment/repairs to the village hall – in view of the uncertain situation with regards to the future plans for the village hall, it was **AGREED** that the Parish Council was unable to provide financial support at this stage.
- 14/201 **WW1 Centenary Commemoration**
WW1 Centenary Working Group – Cllr Jeffrey was appointed to be the lead councillor to canvas ideas from the public for a WW1 Centenary Commemoration and to make recommendations to the Parish Council. An item would be included in the newsletter asking for ideas.
ACTION: Cllr Jeffrey; Cllr Piper to include item in newsletter
- 14/202 **Revised National Joint Council pay scale recommendations 2014-16**
Members noted the recommendations (previously circulated) and the effect on the Clerk's salary.
RESOLVED: To adopt the recommendations with immediate effect.
- 14/203 **Budget 2015-16**
It was **AGREED** that Cllrs Brown, Piper and Reed would meet to consider the draft budget and to make recommendations to the Parish Council at the next meeting.

Members noted the budget monitor for the third quarter of 2014-15 and a summary of income and expenditure to date.

14/204

Highways/Traffic Management

- a. Meetings with LCC officers - members noted the following:
 - i. Notes of the meeting of 27 November 2014 between Nick Borrás, LCC Senior Traffic Engineer and Cllrs Howson and Reed and the Clerk (previously circulated) containing actions agreed with LCC on traffic management measures;
 - ii. A verbal report from Cllrs Howson and Piper on a meeting of 8 December 2014 with LCC Highways officers and Ward Cllr Matthew in which the following matters had been raised:-
 - LCC Highways Department had no funds for any works;
 - There had been 5 further accidents on the B1217, making a total of 17 this year;
 - The 40mph speed limit to be imposed as part of the Hook Moor development would be recommended to remain in place permanently;
 - Vehicle retainment kerbing on the B1217 suggested by Nick Borrás at the meeting of 27 November 2014 may not be a suitable alternative to barriers as it had the same effect and could catapult vehicles back into the carriageway;
 - Drainage issues – Cllrs Howson and Piper had marked on a map the areas where problem drains needed flushing out.
 - iii. That the PC had taken all possible steps within its powers with regards to the B1217 and was now awaiting LCC to action the agreed measures.
- b. Highways maintenance issues – members noted the following:
 - i. The following had been reported to LCC:
 - Moles in drivers' verges - no action to be taken by LCC this financial year due to lack of funds. The Clerk had requested a private contractor to provide a quote;
 - The condition of the verge at the base of the Youngs Court/Main St wall – response awaited;
 - Stolen York stone flags from Main St near Priory Park – repairs would probably be done in tarmac and these and other recent repairs were likely to be semi-permanent due to lack of funds at LCC and because York stone flags were being stolen throughout the entire LCC district at a rate of up to ten incidences a day being reported. **ACTION:** The Clerk to request imitation York stone flags to replace all tarmac repairs in the conversation area;
 - Leaning lamp standard on Field Lane – had been repaired.
 - ii. Complaint from member of the public regarding moss on the footways at Haverthwaites Drive. Moss was a common problem on many footways throughout the parish that had low footfall. **ACTION:** The Clerk to ask LCC to deal.
 - iii. Complaint from member of the public regarding overgrown vegetation at Haverthwaites Drive – there was no footway affected but the vegetation was beginning to encroach onto the roadway. It was not clear to which property the vegetation belonged. An informal approach was to be attempted first before any approach to LCC. **ACTION:** Cllr Howson.
- c. Snow clearance – members noted the following:
 - i. The grit supplies held by Mr Watson were to be replenished by LCC;
 - ii. The Parish Council had three pre-paid refills remaining for the grit bins and all bins were currently adequately stocked. **ACTION:** Members to advise the Clerk if any bins require refilling.

It was **AGREED** that Cllr Howson would liaise with Mr Watson with regards to any snow clearance from the roads that may be required.
- d. Repair/replacement of highways assets by LCC – in view of budgetary constraints at LCC, the Clerk requested members to let her have early notice of any highways assets that may require repair/replacement in the coming financial year to ensure that an early request could be put in with LCC. **ACTION:** Members and the Clerk.

14/205

Parish and Town Council Annual Forum meeting 29 January 2015

Cllrs Trevor Brown and Keith Dunwell to attend the meeting.

14/206

Outer North East Parish and Town Council Forum

Members noted:

- a. The minutes of 16 October 2014 (previously circulated);
- b. That the area officer, Carole Clark, had left to take up a new role with LCC. A new area officer had not yet been appointed.

Planning Matters

Members considered the following planning applications:

New Planning Applications

Planning ref	Address	Brief Details of Proposal
14/06396/FU	1 Church Terrace	Change of use and alterations of former surgery to two flats
14/06397/LI	Aberford Leeds LS25 3BR	Comments: None
14/06914/FU	19 East Ridge View Garforth Leeds LS25 2PN	Single storey rear extension Comments: None
14/06926/FU	Former Royal Oak Inn Main Street Aberford Leeds LS25 3AH	Change of use of public house to dwelling Comments: None
14/06788/LI	Hicklam Mill Bunkers Hill Aberford Leeds LS25 3DN	Listed building application for 42cm satellite dish mounted on east facing wall Comments: None

RESOLVED: To report members' comments on all applications to LCC.

ACTION: the Clerk

Members noted the following updates:

Previous Planning Applications/Appeals - Update

Planning ref	Address	Brief Details	Decision/Update
12/05434/FU	Aberford Village Hall and land to the rear Main Street Aberford Leeds LS25 3BU	Alterations and extension to Aberford Village Hall to form mixed use development (use classes A1, A3, B1 and D2) and erect 5 detached houses with associated car parking and landscaping ADPC: Unacceptable development 19/02/2013 on the following grounds: 1. Green Belt 2. Flooding 3. Wildlife 4. Funding 5. Design of houses 6. Traffic 7. Design of village hall	Refused 01/12/2014
14/04023/FU 102561	2 Greystones Close Aberford Leeds LS25 3AR	Raise roof height , dormer windows to front and rear; single storey side and rear extension ADPC: Unacceptable development 19/08/2014 on the following grounds: 1. Size and scale of the development; 2. Insufficient garden space retained; 3. Detrimental effect on the open-plan nature of the street; 4. Loss of privacy to the neighbour to the rear.	Appeal allowed 08/12/2014
14/03182/FU & 14/03183/LI	The Priory Bunkers Hill Aberford Leeds LS25 3DP	Detached dwelling to site of offices ADPC: No comments	Approved 08/12/2014

14/05824/FU	Land Adjacent To White House Farm Bunkers Hill Aberford Leeds LS25 3DP	Variation of condition 9 (relocation of speed sign) of approval 11/03955/FU to allow relocation of speed sign to be done prior to occupation	Approved 10/12/2014
		ADPC: No objections but requested consultation on the final position of the speed sign 18/11/2014	

Members further noted the following:

- Leeds Local Development Framework Core Strategy (Local Plan) – adopted by LCC;
- Leeds Community Infrastructure Levy Charging Structure – adopted by LCC.

14/208

Finance

RESOLVED:

1. To note the bank reconciliation (copy attached) for the period ending 30 November 2014.
2. To approve the accounts for payment (copy attached) totalling £1507.64.
3. To approve the following for payment on receipt of invoices:
 - i. LCC (Jubilee Field final payment) £42,862.94
 - ii. LCC (Christmas lights switch-on) £90.00

ACTION: The Clerk to make the approved payments

Members noted that the speed signs electrical connections at a cost of £1631.05 + VAT (total £1957.26) were also expected to be completed within the next few weeks and that LCC/Yorkshire Electricity would require prompt payment on completion of the works.

RESOLVED: That, subject to satisfactory completion of the works and receipt of an invoice, to approve payment of the sum of £1957.26 to Leeds City Council for speed signs electrical connection works.

14/209

Matters for Information/Referrals

- a. Garforth and Swillington Forum – next meeting 8 January 2015. Cllr Dunwell to attend and had been asked to take part in a presentation on parish councils.
- b. Aberford Church of England Primary School –
 - Cllr Reed reported that the school had achieved good results in this year's KS2 tables and asked that the school be congratulated;
 - Cllr Piper reported that the nativity plays had been very successful and also that the school was now almost full.
- c. Poorlands Trust – a meeting was scheduled which Cllr Jeffrey was unable to attend.
- d. Boxing Day Hunt – Cllr Howson confirmed the arrangements. West Yorkshire Police had authorised him to put out traffic cones on one side of the road on Boxing Day morning and there would be three officers in attendance.

14/210

Close of Meeting

The Chair closed the meeting at 9.38pm.

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.

Bank Reconciliation
Aberford and District Parish Council
For the month ending: 30 November 2014

Prepared by Julie Sou, Clerk to the Parish Council
 Approved by the Parish Council

Date: 11 December 2014
 Date: 16 December 2014

Balance per bank statements as at 30 November 2014	£	£
Current Account	1,286.67	
Revenue Reserve	33,488.09	
Capital Reserve	63,753.28	98,528.04
Less unrepresented cheques at 30 November 2014:		
	100580	-308.15
	100581	-369.93
Net bank balances as at 30 November 2014		97,849.96

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

CASH BOOK

Opening balance at 31 October 2014		98,859.18
Add receipts for the month to 30 November 2014:		
M Piper - contribution to WW1 Commemorative coins	35.35	35.35
Less payments for the month to 30 November 2014		-1,044.57
Closing balance per cash book as at 30 November 2014		97,849.96

Notes

1. Revenue Reserve includes £9,244.66 Leeds and Mint Festivals ticket sales money.
2. Capital Reserve is set aside for Jubilee Field

Accounts for Payment

Cheque no.	Details		
100583	J Sou - expenses		
	Contribution to home working costs	10.00	
	Mobile 'phone credit	17.50	
	Mileage	12.60	40.10
100584	J Sou - salary		277.90
100585	PCC St Ricarius (PC room hire)		20.00
100586	LCC (play area & Jubilee Field annual inspections)		108.00
100587	Wetherby Town Council (sponsorship of community police vehicle)		101.64
100588	LCC (Christmas lights)		960.00
	TOTAL		1,507.64