

ABERFORD & DISTRICT PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 18 March 2014 at the Methodist Chapel, Aberford at 7.30pm

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

Ward Cllr Matthew Robinson
PC Nicholas Roberts
4 members of the public

Apologies were received and accepted from Councillor Alderson

Clerk Ms Julie Sou

14/028 **To receive any disclosures of interest from Councillors on matters to be considered at the meeting**

None disclosed

14/029 **Minutes of previous meeting**

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

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

ACTION: The chairman

14/030 **To receive a report from the representative of West Yorkshire Police**

Three burglaries had been reported, all on Greystones Park: seven arrests and one charge in connection with these incidents.

A motor vehicle on Pinfold Rise had its tyres slashed – this incident was related to a neighbour dispute.

Members reported concerns with regards to speeding and the parking issues at Priory Park. The meeting was advised that speeding lasers were affected by inclement weather and could not be relied on in court proceedings. It was also confirmed that the police could not enforce the parking issues outside Priory Park.

ACTION: The Clerk to email WY Police with the outcome of the meeting with Leeds City Council (LCC) Traffic management.

14/031 **Leeds Festival tickets draw**

The event had been oversubscribed and a draw took place for allocation of the tickets.

ACTION: Cllr Jeffrey and the Clerk to deal with notifying the successful applicants and allocation of the tickets to successful applicants satisfying the criteria.

Cllr Jeffrey was excused from the remainder of the meeting and left at 7.52 pm.

14/032 **Public participation on agenda matters**

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

- Brown bin collections. Field Lane and Draper View had been missed.
- Several issues were raised with particular reference to the Garforth part of the parish, including litter problems, overgrown shrubs at Brierlands Lane requiring cutting back, the bus service between Garforth and Aberford, drainage issues at Wakefield Lodge, public rights of way and the condition of the road surface and fencing at the J47 roundabout. The Clerk reported that she had been advised that the pot holes at the J47 roundabout had been repaired. Ward Cllr Robinson offered to speak to Ward Cllr Dobson with regards to Garforth issues and pointed out that the issues at J47 were the responsibility of the Highways Agency.

ACTION: Ward Councillor Robinson to speak to Ward Cllr Dobson with regards to the Garforth issues

14/034 **Ward Cllr Matthew Robinson** provided updates and information on several matters:

- Broadband. The process of laying cables and updating exchanges had started and Aberford was in the first phase to benefit. Cabling to houses would be the next step and should take place in July – October 2014.

- Bus service. A meeting had taken place in Scholes at which Metro and First had said the service was more efficient and punctual. However, Ward Cllr Robinson believed and it was confirmed by members of the public that some buses were still not coming through Aberford. Ward Cllr Robinson requested that members of the public advise him or the Clerk of any buses not coming through the village and he would pursue the issue.
- A Traffic Regulation Order was being compiled for the whole of the ward to consolidate everything into one document. It was therefore an opportune time to deal with parking issues at Priory Park and outside the school.
- Development in Scholes. 700 houses were proposed to be built and the Clerk of Barwick and Scholes in Elmet would probably be writing to other parishes for feedback on how the development may affect them.
- Highfield Road garages in respect of which complaints had been received. Ward Cllr Robinson sought the views of members on whether the garages should be renovated or demolished. They presented a safety issue as children climbed onto them and renovation would be extremely costly. It was believed only one garage was in use. Members' consensus was that the best solution would be to demolish the garages.
- Police Community Support Officers (PCSOs). They were now funded by the Police and Crime Commissioner instead of LCC, and there should be no change in the service provided. 15 PCSOs currently served the three wards Wetherby, Harewood and Alwoodley.
- Youth Activity Fund and Wellbeing Fund grant monies were still available.

14/035

Matters Arising

- a. Cock Beck (Minute 14/026c) – Cllrs Howson, Dunwell and Reed had surveyed the beck and noted fallen trees and debris. The Clerk had submitted photographs taken by Cllr Dunwell to the Environment Agency and a response was awaited.
- b. Lotherton Hall (Minute 14/026e) – The Clerk had been put on the mailing list. Cllr Howson also reported that he had been advised that the hall was no longer to host large scale events such as open air concerts and gardening shows and would instead concentrate on smaller events.

14/036

Updates and Information

- a. Highways maintenance issues – With the exception of emergencies, no further highways works would be carried out by LCC as there was no budget left for the current year. Any issues would be reconsidered in the next financial year. Comment was made that the road surface at J47 was worse following the repairs to the potholes.
- b. Parish boundary – The meeting with Ward Cllr Dobson to discuss the boundary change was scheduled for 2 April 2014. Members noted that there would be implications such as the loss of council tax payers and precept if the boundary were to change to exclude any part of Garforth; in addition, other parts of the parish should perhaps also be considered in redefining the boundary.
- c. Speed signs – The Clerk was still awaiting information from LCC with regards to drawing electricity from their supplier to power the speed signs.
- d. Traffic management issues – A meeting had been arranged with Nick Borrás of LCC Traffic Management Section to discuss the various issues.
- e. Dog fouling – With regards to the specific problem at Hayton Wood View, Cllr Dunwell reported that the LCC enforcement officer required either the name and address of the responsible dog owner or a statement from a witness. It was noted that the depositing of bags filled with dog waste was a littering offence and not a dog fouling offence.

ACTION:

Cllr Dunwell to provide the enforcement officer with the dog owner's name and address.
Cllr Piper to ask the headmistress to include an article in the school newsletter.

14/037

Wetherby and District Crime Prevention Panel

- a. Members noted the minutes of the Annual General Meeting and the General Meeting, both of 14 November 2013.
- b. Donation to the Panel – Members deferred this item to a later date.
- c. Appointment of a representative to the Panel – no appointment was made. Cllrs Howson and Dunwell to attend the next meeting of the Panel on 8 May 2014.

14/038

Jubilee Field

LCC had yet to confirm any alternative offers of compensation. Members agreed to attend a meeting on site to discuss in more detail ADPC's requirements as to compensation from LCC/SMP. Outside of the compensation, the following issues also required attention by LCC: a correct sized

net to be provided, netball court markings to be provided on the MUGA and the court fencing to be lowered to prevent balls rolling out.

Management issues were also discussed as follows: chewing gum was being left on the surface and pebbles were being thrown over the fence.

14/039 **Village Design Statement**

Cllrs Dunwell, Hancock, Piper and Reed had met with Jenny Fisher of LCC. Members considered advice given by Ms Fisher as to how ADPC could proceed with the VDS, and the status in planning terms of each option. The decision as to how to proceed would affect how much work was needed to finalise the VDS. It was considered that professional assistance would be required to complete parts of the VDS.

RESOLVED:

- a. That the VDS at present be completed as an informal design guide and ultimately be incorporated into the NDP;
- b. That Pierce Bottomley Architects be asked to provide a costs estimate for assisting with the VDS

ACTION:

The Clerk to notify the NDPMG of the decision.
Members of the VDS Working Group to finalise the VDS.

14/040 **Neighbourhood Development Plan**

The last meeting of the NDPMG had been cancelled due to lack of attendees. Cllrs Reed and Dunwell had not received notice of the last meeting of the NDPMG so had not attended. Concern was expressed at the apparent lack of progress and interest in the NDP.

14/041 **Community Right to Bid**

Members were given information and noted details of the Community Right to Bid. It was agreed there were various assets within the parish that should be considered for registration as community assets.

ACTION: Members to consider and propose assets for registration under the Community Right to Bid.

14/042 **Planning Matters**

Members considered the following new planning applications:

New Planning Applications

Planning ref	Address	Brief Details of Proposal
14/00783/FU	3 Moule Rise Garforth Leeds LS25 2PH	Conversion of garage to habitable room and area of hardstanding to front Comments: None
14/00982/FU	Ridge Road Farm Ridge Road Aberford Leeds LS25 3DL	Construction of an anaerobic digestion plant Comments: To defer to the next meeting pending receipt of official plans from LCC.

RESOLVED: To report members' comments on ref. 14/00783/FU 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
14/00097/FU	Rowan Lodge Waterside Meadows Cattle Lane Aberford LS25 3BH	First floor side extension ADPC: No comments	Approved 22/01/2014

13/05807/FU	2 Greystones	Alterations including raising roof height	Refused 17/02/2014
Appeal ref.	Close Aberford	and side extension with dormer to rear	Appeal lodged:
102423	Leeds LS25 3AR	and 3 dormer windows to front	12/03/2014
		ADPC: Development considered	
		unacceptable 21/01/2014	

14/043 **Finance**

RESOLVED:

- a. To note the bank reconciliation (copy attached) for the period ending 5 March 2014.
- b. To approve the accounts for payment (copy attached) totalling £459.68.

ACTION: The Clerk to make the approved payments.

14/044 **Matters for Information/Referrals**

- a. Members noted updates and information previously circulated in relation to:
 - i. LCC Parish and Town Council Seminar 2014 survey
 - ii. Consultation on the Openness of Local Government Bodies Regulations 2014
 - iii. Latest issues of White Rose Update and Clerks and Councils Direct
 - iv. Repeal of s150 Local Government Act 1972: power to make electronic payments and revised model Financial Regulations
 - v. Leeds Core Strategy – proposed modifications
- b. Walmart at Garforth – Cllr Barker brought members' attention to the proposal. It was noted that any responses made by members to the consultation should be in a personal capacity and not as a member of ADPC.
- c. Raw sewage on Main Street outside the Royal Oak. The area required cleaning and the cause investigated and resolved. **ACTION:** The Clerk to pursue with LCC.
- d. Play area – the roundabout was stiff and required attention. **ACTION:** Cllr Howson to investigate further in the first instance.
- e. Cllr Piper informed members that the change of use of redundant farm buildings built before March 2013 to residential use or small schools now had deemed planning consent, although the details of any proposed development would still require approval.

14/045 **Close of Meeting**

The Chair thanked everyone for their attendance and closed the meeting at 9.58pm

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 period ending: 5 March 2014		
Prepared by Julie Sou, Clerk to the Parish Council		
Date: 11 March 2014		
Balance per bank statements as at 5 March 2014	£	£
Current Account	222.84	
Revenue Reserve	23,354.87	
Capital Reserve	63,955.43	
		87,533.14
Less unrepresented cheques at 5 March 2014:		-
Net bank balances as at 5 March 2014		87,533.14
The net balances reconcile to the Cash Book as follows:		
Opening balance at 5 February 2014		88,007.76
Add receipts to 5 March 2014:		-
Less payments to 5 March 2014		-474.62
Closing balance per cash book as at 5 March 2014		87,533.14
Notes		
1. Revenue Reserve includes £417 Parish Paths Partnership money, £7,241.86 Leeds Festival ticket sales money and £320 Mint Festival ticket sales money.		
2. Capital Reserve is set aside for Jubilee Field		

Accounts for Payment

Cheque no.	Details			
100529	Aberford Methodist Church (room hire)		20.00	
100530	Clerk's expenses:			
	Contribution to home working costs	10.00		
	Mobile 'phone	7.50		
	Mileage	<u>12.60</u>	30.10	
100531	Clerk's salary		258.90	
100532	PCC St Ricarius - NDPMG Oriol room hire		20.00	
100533	Shades Graphics Ltd - hanging basket sponsorship labels		<u>130.68</u>	
		TOTAL		459.68