



and links being made to the poppy installation at the Tower of London. Cllr Piper's leaflet on the men from Aberford who had died in the war had been well received. It was agreed that proposals for the WW1 Centenary Fund should be put on the agenda for a future meeting.

**ACTION:** the Clerk.

- h. The Swan Hotel – members noted that the property was now for sale.
- i. Garforth Forum/NDP – Cllr Dunwell had attended a recent meeting, and he would be attending a further meeting on 20 November 2014. **AGREED:** that Cllr Dunwell be authorised to put to the Garforth NDP Group that the land south of the motorway should remain as part of the Aberford and District Parish Council administrative area and the Parish Council would therefore retain its interest and control but that the land should nevertheless be included if possible as part of the Garforth NDP area.
- j. Dog fouling – members noted that the temporary paint sprays had been delivered and were being used to highlight dog fouling. There may have been some improvement in that dog fouling seemed less evident in more obvious places.
- k. Wetherby and District Crime Prevention Panel – the annual general meeting had taken place last week and the panel would like to request funding from the Parish Council. Members noted that the panel had been re-named The Crime Prevention Panel serving Outer North East Leeds. **AGREED:** any requests for funding to be considered as part of the Budget at a future meeting.

#### 14/184 **Neighbourhood Development Plan (NDP)**

Members noted a verbal report from Cllr Dunwell on the meeting of the NDP Management Group (NDPMG) held on 6 November 2014:

- Draft NDP – had been reviewed by Mike Dando of Planning Aid whose comments would be circulated to all; aim is to issue draft plan throughout the parish in January 2015 and invite open discussion; discussion as to whether the draft plan could be distributed with a copy of the Parish Council newsletter; request for printer of the Parish Council newsletter to provide a quote for printing 600 double sided A3x4 copies to compare with further quote to be obtained by Chair of the NDPMG. **ACTION:** Cllr Piper.
- Garforth NDP Group meeting 20 November 2014 – attendees confirmed.
- Planning Aid funds – to be extended to the end of 2014; the Chair of the NDPMG to ask Mike Dando how to access the funding.
- Next meeting of the NDPMG 4 December 2014 – clashes with a meeting of the Outer North East Housing Management Characteristic Area to discuss site allocations, therefore the NDPMG meeting may be re-scheduled.

#### 14/185 **Jubilee Field**

Members noted the following:

- a. The concrete pads for the table tennis tables are not big enough and the grass around is being churned up by players. LCC is to be requested to provide mesh netting to protect the grass. **ACTION:** Cllr Howson.
- b. The second table tennis table has not yet been delivered although it is expected shortly. The delivery company/LCC will be requested to liaise with Cllr Howson to arrange delivery.
- c. As the works have not yet been completed, final payment of the outstanding amount due to LCC has not yet been paid. A revised invoice is still awaited.
- d. Tree planting – approximately 60-70 trees donated by the Woodlands Trust remain to be planted at Jubilee Field. Members discussed alternative planting sites for some of the trees as the number may be excessive for Jubilee Field. **ACTION:**
  - 1. Members to consider and propose alternative planting sites;
  - 2. Cllr Piper – to include in the next newsletter a request for Parish residents to suggest alternative sites;
  - 3. Cllr Howson to obtain quotes for planting.

#### 14/186 **Village Hall**

- a. Annual General Meeting – Members noted a verbal report from Cllr Dunwell.
- b. Village Hall representative – following the resignation of Cllr Alderson from the Parish Council, members considered the vacancy for the Village Hall representative. **RESOLVED:** To appoint Cllr Piper as the Parish Councillor representative on the Village Hall Committee.
- c. Planning Application 12/05434/FU– Members noted that the planning application was to be considered by the LCC Plans Panel on 27 November 2014 and that the planning officer's recommendation was to refuse the application. Members noted the planning officer's report

(previously circulated) and the procedure for making representations at the Panel. Cllrs Dunwell, Howson and Piper indicated their intention to attend the Panel to observe.

**RESOLVED:**

1. Cllr Piper to prepare a draft response for approval by Members. **ACTION:** Cllr Piper/Members
2. Cllrs Howson or Piper to speak at the Panel on behalf of the Parish Council.

14/187

**Hanging baskets**

Members noted an offer from former Cllr Ray Alderson to continue and finalise the hanging basket sponsorship arrangements for this year.

**RESOLVED:** To accept Mr Alderson's offer and to thank him for his services to the Parish Council and in particular his hard work in relation to the hanging baskets during his time as a parish councillor.

14/188

**Play area and Jubilee Field annual inspections**

Members noted the annual inspection reports from LCC and the recommendations with respect to the play area. Members also noted the recommendations made by Cllr Hancock in his regular monthly inspections with regards to maintenance works required.

**RESOLVED:**

1. To obtain quotes from the original play area contractor to carry out remedial work to the tarmac and to the play area gates;
2. To make provision in next year's budget for re-painting the play area equipment.

**ACTION:** the Clerk

14/189

**Christmas Lights 2014**

- a. Cllr Dunwell reported on plans to hold a switching-on event on 5 December 2014 in conjunction with the Arabian Horse which would arrange advertising. LCC had been provisionally booked for the switch-on at a cost of £75 + VAT. It was hoped that the choir organised by Cllr Jeffrey would be able to attend. Insurance for the event was provided under the Parish Council's existing policy and a risk assessment would be carried out.
- b. A Christmas tree had been donated by Steve Darley of S & J Darley and had been installed by Cllr Howson. LCC would be fitting the lights to the tree tomorrow.

**RESOLVED:**

1. To approve holding the switching-on event on 5 December 2014 and the booking of LCC at £75 + VAT. **ACTION:** Cllr Dunwell to organise the event and to liaise with Cllr Jeffrey regarding the choir.
2. To thank Mr Darley for the tree. **ACTION:** the Clerk.

14/190

**Planning Matters**

Members considered the following planning applications:

**New Planning Applications**

<b>Planning ref</b>	<b>Address</b>	<b>Brief Details of Proposal</b>
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  Comments previously approved by members and submitted to LCC: no objections to the application. However, speeding on Bunkers Hill is an ongoing concern and the Parish Council has already requested Traffic Management to look into the issue. The Parish Council would therefore request that, at the appropriate time, it be consulted with regards to the final positioning of the relocated speed sign.
14/05932/FU	5 The Grange Garforth Leeds LS25 2NR	Single storey front and side extension  Comments: No comments as the property is not in the administrative area of the Parish Council.
14/06338/FU	Church View Main Street South	Dormer window to rear

Aberford Leeds  
LS25 3DA

Comments: The Parish Council considers that the proposed development would be inappropriate for the following reasons:

1. A dormer window would overlook the courtyard to the rear of the property and could create privacy issues for residents of other properties served by the courtyard.

2. The property is in the Conservation Area and is identified within the Aberford Conservation Area Appraisal and Management Plan May 2011 as a building which makes a positive contribution to the character of the area. The neighbouring properties are also identified as positive buildings. None of the neighbouring properties has a dormer window. Church View is in a prominent position and a dormer window would break the roofline of this group of positive buildings and have a detrimental effect on the character and appearance of the Conservation Area.

14/06328/FU Park House Farm  
Aberford Road  
Garforth Leeds  
LS25 3DH

Change of use to non-agricultural land (equestrian) and erection of new detached stable block

Comments: No objections provided the stable block is used solely for private use and not for any business purposes, e.g. a livery yard or other equestrian business.

14/06426/C Procter Brothers  
OND Isabella Works  
Ash Lane Garforth  
Leeds LS25 2HQ

Consent, agreement or approval required by conditions 3, 5, 6, 7 and 8 of Planning Application 14/04237/FU

Noted: this application is not open to public comments.

**RESOLVED:**

1. To confirm approval and to ratify the comments made in respect of 14/05824/FU.
2. To report members' comments on all other applications to LCC.

**ACTION:** the Clerk

Members noted the following updates:

**Previous Planning Applications/Appeals - Update**

<b>Planning ref</b>	<b>Address</b>	<b>Brief Details</b>	<b>Decision/Update</b>
14/04444/FU	5 Woodbridge Avenue Garforth Leeds LS25 2PJ	Single storey rear extension  ADPC: No comments	Approved 23/10/2014
14/05409/FU	8 Silkstone Close Garforth Leeds LS25 2PG	Alterations involving single storey infill extension and porch to side and conversion of part of garage to music room  ADPC: No comments	Approved 07/11/2014
102561  Planning ref: 14/04023/FU	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	Refused 02/09/2014  Appeal lodged 07/10/2014

14/191

**Finance**

**RESOLVED:**

1. To note the bank reconciliation (copy attached) for the period ending 31 October 2014.
2. To approve the accounts for payment (copy attached) totalling £1044.57.

**ACTION:** The Clerk to make the approved payments

14/192

**Matters for Information/Referrals**

- a. Aberford Church of England Primary School – the Christmas gala is on 4 December 2014; nativity plays to be held with admission by ticket only; members noted an increasing number of out of school activities were being held.
- b. Junior Football Club – the recent funding information circulated had not been appropriate but an application could be made next year.
- c. No. 64 bus service – had been increasingly erratic. Cllr Piper had contacted Ward Cllr Matthew Robinson and requested she or the Clerk be contacted with any complaints for onward referral to him.
- d. Yorkshire Water request for information on any private pumping stations in the area – members did not know of any. A request to be put on the Parish Council website and on the noticeboards.  
**ACTION:** Cllr Piper
- e. Crime Prevention Panel – Cllr Dunwell asked for details of any forthcoming events which may be interested in having the Panel attend.

14/193

**Close of Meeting**

The Chair closed the meeting at 9.37pm.

**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](http://www.aberfordonline.com) or by contacting the Clerk.**

**Bank Reconciliation**  
**Aberford and District Parish Council**  
**For the month ending: 31 October 2014**

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

Date: 11 November 2014  
 Date: 18 November 2014

<b>Balance per bank statements as at 31 October 2014</b>	£	£
Current Account	667.81	
Revenue Reserve	34,488.09	
Capital Reserve	63,753.28	98,909.18
Less unrepresented cheques at 31 October 2014:		
	100576	-50.00
<b>Net bank balances as at 31 October 2014</b>		<b>98,859.18</b>

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

**CASH BOOK**

Opening balance at 30 September 2014	99,669.78
Add receipts for the month to 31 October 2014:	0.00
Less payments for the month to 31 October 2014	-810.60
<b>Closing balance per cash book as at 31 October 2014</b>	<b>98,859.18</b>

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		
100577	J Sou - expenses		
	Contribution to home working costs	10.00	
	Mobile 'phone credit	7.50	
	Mileage	12.60	
	Postage - large 1st class stamp	1.24	31.34
100578	J Sou - salary		258.90
100579	PCC St Ricarius (PC room hire)		20.00
100580	Insignia Limited (commemorative coins)		308.15
100581	C Cliff (general maintenance works)		369.93
100582	S Piper - expenses		
	123-reg - domain name renewal	13.19	
	123-reg - web hosting renewal	43.06	56.25
	<b>TOTAL</b>		<b>1,044.57</b>