



- i. Bulb and tree planting – Members noted that the bulbs were due for delivery later in the week to Cllr Howson and the trees should arrive mid-November. Cllr Howson would be asking for volunteers to help with the bulb planting.

14/166 **Neighbourhood Development Plan (NDP)**

- a. Members noted the minutes of the NDP Management Group (NDPMG) of 4 September 2014, previously circulated.
- b. The last meeting of the NDPMG had broken up early due to the absence of the chair. The draft NDP was to have been forwarded to Mike Dando of Planning Aid by the chair of the NDPMG, but, due to the absence of the chair and the secretary from the NDPMG meeting, it was not known what action had been taken.

14/167 **Jubilee Field**

Cllr Howson reported on the progress of items being installed at Jubilee Field further to the agreed settlement from LCC. LCC had not yet issued a revised invoice to the Parish Council for the outstanding amount due which had previously been agreed at £42,862.94.

It was noted that there were some minor issues being caused by young people at Jubilee Field and that this may require monitoring.

**RESOLVED:** That, subject to satisfactory completion by LCC of the outstanding works and supply of all goods due under the terms of the settlement (minute 14/149), to approve payment of the sum of £42,862.94 to LCC on receipt of an invoice for this sum.

14/168 **Speed signs**

Members received a further update. Costs had increased due to LCC now requiring an additional excavation licence at £145.20 and Yorkshire Electricity increasing the costs for connection to the electricity supply for the two signs to £395.78 plus VAT. The shortfall from the insurance payout now amounted to £2270.94 including VAT which would be reclaimable. The Clerk had been involved in additional work in liaising with the Highways Department, the contractor and LCC Legal Services on the technical, statutory and legal requirements, and dealing with notifications and responses from 12 statutory undertakers. Two excavation licences and a structures licence would require to be signed by LCC and the Parish Council once agreed. The signs were scheduled for installation on 27 October 2014.

**RESOLVED:**

1. To meet the shortfall from the Uninsured Losses Fund;
2. To authorise the Clerk to sign the necessary licences. **ACTION:** the Clerk.

14/169 **Leeds City Council Charter Review**

Members noted the charter and supplements previously circulated and that the deadline for comments to LCC was 5 December.

**ACTION:** Members to send any comments to the Clerk.

14/170 **External Bodies and Meetings**

Members noted reports as follows:

- a. LCC Town and Parish Council Seminar 17 September 2014 – copies of the handouts had been received and would be circulated to all members.
- b. Hook Moor Liaison Committee meeting 15 October 2014
  - a recent archaeological survey had found nothing of significance;
  - local school children would be invited to watch the turbines being brought in;
  - the Parish Council would also be invited at various stages;
  - the next meeting of the liaison committee was scheduled for February 2015.
- c. Outer North East Parish and Town Council Forum meeting 16 October 2014
  - Drains and gullies – the comments in Cllr Piper's recent email had been reported to the meeting;
  - Grounds maintenance – the contract would be passing back to LCC from Continental Landscapes on expiry of the current contract with a possible opportunity for parish councils to undertake some of their own maintenance; the current cutting plans and schedules were to be sent to parish councils with comments to be fed back to the Forum, Ward Cllr Matthew Robinson and LCC Parks and Countryside
  - Report from John Woolmer, Locality manager – previously circulated
  - Funding available for youth activities which may be of interest to the junior football club
  - Climbing wall available for booking for events
  - Doorstep crime and cold calling – Trading Standards has a contact with the Crime Panel as a licence is needed. **ACTION:** Cllr Dunwell to find out more information.

14/171 **Christmas Lights 2014**  
The lights were to be installed on 23 October 2014. Cllr Howson would put out the traffic cones tomorrow evening. **ACTION:** Cllr Howson  
It was agreed that the switch-on should not take place before the first week in December. **ACTION:** the Clerk to arrange with LCC.

14/172 **First World War Centenary/Remembrance Day 2014**  
a. Cllr Howson and Mr Tom Picton-Phillips would lay wreaths and there would be about thirty school children in attendance. Cllr Piper had researched and written a paper on all the men named on the War Memorial and had lodged copies with the school.  
**RESOLVED:** to provide a link on the Parish Council website to Cllr Piper's paper. **ACTION:** Cllr Piper/Mr Steve Piper  
b. Commemorative coins – 101 coins had been ordered, with 101 felt pouches on reserve order for £35.35 subject to the Parish Council's decision tonight.  
**RESOLVED:** to accept Cllr Piper's offer of payment for 101 felt pouches and to proceed with the order. **ACTION:** the Clerk  
c. Presentation of coins to school children – Cllr Howson would present the coins to the school children on the day before Remembrance Day.

14/173 **Parish Council website**  
Members noted the position paper from Mr Steve Piper, previously circulated, with regards to the Parish Council registering a gov.uk domain name and future hosting and website administration arrangements. Cllr Piper confirmed that Steve Piper would continue website administration for the present time. Members noted the need to make proper budget provision for the website.  
**ACTION:** the Clerk to investigate costs.

14/174 **The Swan Hotel**  
Members noted that the Swan Hotel had been closed for some time with unsightly metal panels boarding the windows. Given its importance in terms of its position in the village and its history, concerns were expressed with regards to the immediate situation and future plans for the building. It was agreed that the Parish Council should let the owners of the Swan Hotel know the importance with which the building was regarded in the village. **ACTION:** the Clerk to request a meeting between the owner Enterprise Inns and members of the Parish Council.

14/175 **Planning Matters**  
Members considered the following planning applications:

**New Planning Applications**

<b>Planning ref</b>	<b>Address</b>	<b>Brief Details of Proposal</b>
14/05278/FU	Park House Farm House Aberford Road Aberford Leeds LS25 3DH	Conservatory to side; detached block of five stables to side and car port  Comments: None
14/04906/FU	The Olde Windmill Stud Lotherton Lane Aberford Leeds LS25 3DS	Construction of temporary house  Comments: The Parish Council objects to the proposed development as the three bedroomed dwelling would constitute inappropriate development in the Green Belt. It is proposed to build on an area of grazing land which is currently undeveloped and to set the new building further back than existing buildings into open countryside. This does not constitute infill development and would be harmful to the openness of the Green Belt and an encroachment into open countryside.  The Parish Council considers that the extent of the existing buildings on the site is already excessive for non-agricultural purposes in what should be protected Green Belt. To allow further building would be intensification to an unacceptable degree.  On the basis of the information available to it, the Parish Council is not satisfied that very special circumstances have been made out that would justify the harm to the Green Belt that would be caused by allowing the development:

1. The site is secure with vehicular access only possible down a private road. The site could be secured with suitable gates and barriers and remote CCTV cameras and alarms that can be viewed and monitored off-site. 24-hour on-site security is not required.
2. The Parish Council has not seen the Business Dwelling Report. However, it would ask whether the degree of on-site presence required for the purposes of the proposed business is such that a separate three-bedroomed dwelling is essential. Consideration should be given to whether alternative arrangements could be made that would be sufficient for the needs of the business, for example, occasional overnight accommodation could be provided in the existing buildings or, if this is not possible, a more modest separate structure may be sufficient.
3. Suitable alternative accommodation is available to buy or to rent in the village and would only be a few minutes away from the site.
4. As stated, the Parish Council has not seen the Business Dwelling Report but would question how the proposed business would significantly enhance the rural economy of Aberford.
5. Contrary to the Planning and Design and Access Statement, there is a public footpath through the site (although not the footprint of the proposed building) and the proposed building would be visible from the footpath.
6. As a separate issue from whether the proposed new dwelling is in itself inappropriate in the Green Belt, the Parish Council would also question whether the site is suitable for change of use to allow the proposed business.

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

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**

<b>Planning ref</b>	<b>Address</b>	<b>Brief Details</b>	<b>Decision/Update</b>
14/04237/FU	Proctor Brothers Isabella Works Ash Lane Garforth Leeds LS25 2HQ	Extension to cast stone shed  ADPC: No comments	Approved 11/09/2014
14/04652/FU	17 Cedar Ridge Garforth Leeds LS25 2PF	Alterations including garage conversion to form habitable room and enlarged area of hardstanding to front  ADPC: No comments	Approved 02/10/2014
14/00982/FU	Ridge Road Farm Ridge Road Aberford Leeds LS25 3DL	Construction of an anaerobic digestion plant  ADPC: Unacceptable development 15/04/2014. In the event of event of approval, conditions requested.	Approved 03/10/2014
14/04017/FU	10 Pinfold Rise Aberford Leeds LS25 3EN	Single storey rear and two storey side extensions	Approved 03/10/2014

		ADPC: Unacceptable development 19/08/2014	
14/04162/FU	Hook Moor House Bunkers Hill Aberford Leeds LS25 3DN	Replacement balcony  ADPC: No comments	Approved 10/10/2014
14/02589/FU	Church View Main Street Aberford Leeds LS25 3DA	Dormer window to rear  ADPC: Unacceptable development 17/06/2014	Appeal dismissed 14/10/2014
Appeal Ref: 102536		LCC: Refused 16/07/2014  Appeal lodged: 15/09/2014	
14/03727/LI	Triumphal Arch The Park Parlington Lane Aberford Leeds LS25 3EG	Listed Building application for repairs to Arch  ADPC: No comments	Approved 16/10/2014

Members noted the following planning enforcement matters:

<b>Planning ref</b>	<b>Address</b>	<b>Brief Details</b>	<b>Decision/Update</b>
14/01057/UH D3	2 Greystones Close Aberford Leeds LS25 3AR	Rear extension	LCC: In accordance with approved plans 13/05807/FU and permitted development rights No further action
11/04836/FU	Sturton Grange Farm	Use of agricultural building for storage and distribution	LCC: Site monitoring revealed no breach of planning control. No further action.
11/00252/EX T	Nyman Lodge Field Lane Aberford Leeds	Extension of time for planning application 07/06753/FU	Works commenced before expiry date of 16/03/2014

14/176

**Finance**

**RESOLVED:**

1. To note the bank reconciliation (copy attached) for the period ending 30 September 2014.
2. To approve the accounts for payment (copy attached) totalling £810.60.

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

14/177

**Matters for Information/Referrals**

- a. Garforth Forum – Cllr Dunwell would be attending on 23 October 2014.
- b. Garforth NDP meeting – Cllr Dunwell had been invited to attend.
- c. Crime Prevention Panel notices for noticeboards – any notices for posting on the noticeboards should be given to Cllr Piper.
- d. Budget 2015/15 – members to let the Clerk have details of any items together with figures for next year's budget.

14/178

**Close of Meeting**

The Chair closed the meeting at 9.36pm.

**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: 30 September 2014**

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

Date: 9 October 2014  
 Date: 21 October 2014

<b>Balance per bank statements as at 30 September 2014</b>	£	£
Current Account	1,548.41	
Revenue Reserve	34,488.09	
Capital Reserve	63,753.28	99,789.78
Less unpresented cheques at 30 September 2014:		
	100563	-80.00
	100564	-20.00
	100567	-20.00
		-120.00
<b>Net bank balances as at 30 September 2014</b>		<b>99,669.78</b>

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

**CASH BOOK**

Opening balance at 31 August 2014		102,736.36
Add receipts for the month to 30 September 2014:		
Interest - Capital Reserve	10.72	
Interest - Revenue Reserve	5.95	16.67
Less payments for the month to 30 September 2014		-3,083.25
<b>Closing balance per cash book as at 30 September 2014</b>		<b>99,669.78</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**

<b>Cheque no.</b>	<b>Details</b>		
	<u>Already Paid</u>		
100572	Leeds City Council (speed signs - highways licence applications)		373.00
	<u>To Pay</u>		
100573	PCC St Ricarius (PC room hire)		20.00
100574	Clerk's expenses:		
	Contribution to home working costs	10.00	
	Mobile 'phone	7.50	
	Mileage	12.60	
	Tetra Scene of Crime Limited (dog fouling - temporary spray paints)	<u>78.60</u>	108.70
100575	Clerk's salary		258.90
100576	C Brown (bus turnaround clearance)		<u>50.00</u>
	<b>TOTAL PAYMENTS FOR THE MONTH</b>		<b>810.60</b>