

- a. Members were in agreement that the document has been written very well and is very thorough. They commented that lots of research had been done and said they had nothing to add to it. The PC **RESOLVED** to agree no comments shall be submitted to Heritage England for inclusion in their report. **ACTION:** The Clerk will write to HE to confirm this and to thank them for writing the report.
- b. If the PC wishes to make any comments, to consider and agree what comments will be submitted – no comments to be submitted.
- c. To consider who shall submit any comments made to Historic England on the PC's behalf by the deadline of 25.08.17 – no comments to be submitted.

9. Leeds Core Strategy Selective Review

It was **noted** the Clerk submitted the PC's response to the Leeds Core Strategy Review on 26.07.17, and will put the response on the PC's website. **RESOLVED.**

10. Environment and Maintenance

To consider the following and to agree any necessary action:

- **Fly Tipping** – The Clerk confirmed the dumped items on Jubilee Field have been removed. **RESOLVED.**
- **Grass Cutting:**
 - It was **noted** the Clerk instructed A Fox Services to carry out the additional works as agreed at the July PC meeting. Cllr Hogg confirmed the work has now been completed.
 - A discussion regarding overgrown grass on Jubilee Field, particularly around the sports equipment, took place. Ward Cllr Robinson said he would make a request for this to be cut.
- **Jubilee Field** – The Clerk contacted three firms for quotes and has received one; the other two requested more information about the posts and positioning of bolts. The Clerk now has this information and will go back to the firms. Ongoing.

11. Fields In Trust Programme - Active Spaces (1)

The Chairman and Cllr Piper met with Mr Jamie Leeson and Ward Cllr Ryan Stephenson to discuss the options for protecting Jubilee Field. Ward Cllr Stephenson will liaise with LCC's Asset Management and Parks departments to look at extending the PC's lease on Jubilee Field, since the minimum requirement for the schemes is 99 years. Ongoing.

12. Proposal re Tree Planting, Highfield Road (West)

Ward Cllr Robinson spoke of the funds offered to the PC (discussed at the July PC meeting) and said he and the Housing Advisory Panel members would try to allocate the funds to something else, such as Aberford In Bloom as suggested by the PC, but that a meeting to discuss this had not yet taken place. He also said a letter will be sent to landowners in the village to say if they have any land they would like trees planting on, they may be able to apply for funds towards this. **ACTION:** The Clerk will contact Aberford In Bloom to advise them of the PC's suggestion and request they contact Ward Cllr Robinson directly to enquire about the funds that may be available. **RESOLVED.**

13. Highways and Public Safety

The Chairman and Cllrs Hancock and Hogg, met with Ward Cllr Robinson, Mr Russell Martin (LCC Highways Dept), and Ms Maria Akers (Lotherton Hall) to discuss the footpath to Lotherton Hall earlier this evening. They walked the path so the ADPC members could demonstrate why they have concerns. Mr Martin said he will look to get Highways to investigate what materials are underneath the path and whether any can be re-used, and the fact that the path ends and is therefore too short was also discussed. If funds can be allocated to this project, it would be sensible for both issues to be tackled at the same time. By making the path safe, it will encourage people to walk and use scooters etc to get to Lotherton Hall rather than driving. Ward Cllr Robinson also mentioned it may be possible for some community service workers to perform some of the labour to save on costs. Ongoing.

14. Speed Limits

A lengthy discussion regarding speed limits took place. Installing chicanes was mentioned, however concerns over residents' parking were mentioned as many houses' parking is on the main road. The possibility of the area by the school being made 20mph was discussed; Ward Cllr Robinson mentioned a 2-3 year programme whereby this is hoped to be rolled out to all schools. Concerns were raised about the speed of tractors in the village. Ward Cllr Robinson said if the PC is interested in installing a sign that flashes the speed of oncoming vehicles, to contact him as there are other things to consider such as connection to mains power. After the recent changes to speed limits, no signage advising motorists of the changes was displayed. **ACTION:** The Clerk will contact Mr Russell Martin (Highways) to request this.

15. Leeds Festival 2017

The Clerk confirmed she has collected the tickets and parking permits and they have been collated ready for collection. A discussion took place and it was **AGREED** the collection will take place on Monday 21st August at the Bowling Club; Cllr Hancock will open the club and Cllr Hogg and the Clerk will hand out the tickets to residents (ID will be required). **ACTION:** The Clerk will contact the ticket holders and request they arrive between 7pm and 7.30pm to collect their tickets, and will advise them the club will be closed at 8pm prompt. **RESOLVED.**

16. Working Advisory Groups

RESOLVED: Members reviewed and approved the updated list of working advisory groups as agreed at the July PC meeting.

17. Planning Matters

a. Members considered the following planning applications:

Planning/ Appeal ref	Address	Details
17/04383/FU/NE	Silver Hill Farm Lotherton Lane Aberford	Replacement of log cabin with detached dwelling, new detached garage block and addition of new detached farm building As a site visit is required but has not yet taken place, members AGREED the Planning sub group may decide on the comments to be made on behalf of the PC and send them to the Clerk for submission before the deadline.
17/04420/FU/NE	16 Pinfold Rise Aberford Leeds	Single storey side/rear extension; conversion and alterations of detached double garage to form games room; two new second floor windows to north and south elevations and new roof light to west elevation forming rooms in roof space; new hard standing to front No adverse comments made.
17/04800/CLP	20 Parlington Villas Aberford Leeds	Certificate of proposed lawful development for a single storey rear extension No comments to make as it is a CLP.

b. Members **noted** the following updates:

Planning/ Appeal ref	Address	Details
16/07670/LA/NE	Lotherton Hall Lotherton Lane Aberford	Retail building and storage shed to Lotherton Hall Bird Garden APPROVED 28.07.17
17/03149/FU/E	Sturton Grange House Sturton Grange Ridge Road	Replacement dwelling house APPROVED 26.07.17
17/02973/FU/NE	Lilac Cottage Bunkers Hill Aberford	Two storey and single storey rear extension and re-rendering of the south and east elevations APPROVED 26.07.17
17/03385/FU/NE	1 Parlington Villas Aberford Leeds	Two storey extension side extension APPROVED 01.08.17

17/03948/FU/NE	22 Greystones Close Aberford Leeds	Single storey rear extension APPROVED 26.07.17
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- c. To consider and to note planning enforcement matters.
None.

18. Finance

- a. To note the balances in the Parish Council's accounts - **noted as per attached bank reconciliation.**
- b. To approve the bank reconciliation – **RESOLVED** (attached).
- c. To approve the Accounts for Payment:
 - **RESOLVED** to approve the accounts for payment totalling £2,549.21.

19. Matters for Information

- Ward Cllr Robinson said he is hopeful that Becksides will soon be added to the brown bin collection route.
- Ward Cllr Robinson spoke about the East Leeds Orbital Road and advised residents can still make comments.
- Cllr Piper commented the training course on Village Greens and Common Land may be beneficial to the PC.
- Cllr Piper raised concerns over the retaining wall by the Swan Hotel on Cattle Lane as it has loose bricks and is crumbling in places.
- Cllr Hancock raised concerns over people sellotaping notices to the lampposts and whether it will take the paint off when they are removed.

20. Future agenda items

- a. Common Land Registration Information
- b. Bus Stops/Shelters
- c. Facebook
- d. Training

Minute 18.b – Bank reconciliation.

Bank Reconciliation
Aberford and District Parish Council
For the period 1 July 2017 - 31 July 2017

Prepared by Natalie Goonesinghe, Clerk to the Parish Council
Approved by the Parish Council

Date: 08-Aug-17
Date: 15-Aug-17

Balance per bank statements as at 31 July 2017		£	£
Current Account		1,366.25	
Revenue Reserve		26,810.11	
Capital Reserve		11,522.98	
Asset Renewals Fund		13,230.45	
			<hr/>
			52,929.79
Less uncleared cheques at 31 July 2017:			
	100792	-95.00	
	100797	-250.00	
	100806	-100.00	
			<hr/>
			-445.00
Net bank balances as at 31 July 2017			52,484.79

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

CASH BOOK

Opening balance as at 1 July 2017	51,873.43
Add receipts 1 July 2017 to 31 July 2017:	7,951.00
Less payments for 1 July 2017 to 31 July 2017	<hr/>
Closing balance per cash book as at 31 July 2017	52,484.79

Notes

Capital Reserve is set aside for Jubilee Field

Accounts for payment:**Chq**

no.	Details			
100807	St Ricarius Church - room hire 08.08.17 and 15.08.17	40.00	-	40.00
100808	N Goonesinghe - salary Aug 2017	437.19	-	437.19
100809	N Goonesinghe - expenses to 08.08.17	48.20	5.32	53.52
100810	M Dando - NDP design, mapping & printing works	1,975.00	-	1,975.00
100811	CLr M Oakes - expenses to 08.08.17	6.25	1.25	7.50
100812	Mr T Robbins - parking expenses re NDP event	5.00	1.00	6.00
100813	LazenbyBrown Digital Ltd - web hosting upgrade 3mths	25.00	5.00	30.00
Total payments 19.07.17 - 15.08.17		2,536.64	12.57	<u>2,549.21</u>