

## **ABERFORD & DISTRICT PARISH COUNCIL**

**Minutes of the Parish Council meeting held on Tuesday 16<sup>th</sup> October 2018 at the Oriel Room, St Ricarius Parish Church, Aberford at 7.30pm**

Present: Cllr David Howson (Chairman)  
Cllr Karen Baxter  
Cllr Keith Dunwell  
Cllr Nancy Griffiths  
Cllr Paul Hancock

Cllr Andy Hogg  
Cllr Dave McCready  
Cllr Mike Oakes  
Cllr Marolyn Piper  
Cllr Ruth Reed

In attendance: Mrs Natalie Goonesinghe (Clerk/RFO) and four members of the public.

**1. To receive apologies and approve reasons for absence**

None.

**2. To receive any disclosures of interest from Councillors on matters to be considered at the meeting**

None.

**3. Minutes of the Parish Council Meeting held on 18<sup>th</sup> September 2018**

**RESOLVED:** To approve the minutes of the Parish Council meeting held on 18<sup>th</sup> September 2018 and to sign them as a correct record. **ACTION:** The Chairman.

**4. Crime & Security**

The Chairman read the crime reported which listed the following crimes:

- Burglary Business, Main Street South – Between times and dates stated suspect(s) unknown enter driveway to property by cutting through chain on the entrance gate, then gain entrance to portacabin using U/K implement to break off handle to expose and snap Euro profile lock. Once entry gained made way to power tool cabinet and cut off padlocks x2 and remove items. Suspect(s) then enter the main part of the building and remove large items, egress as entry making good escape in unknown direction unseen and unheard.
- Burglary Residential, Greystones Park – Suspects have been seen going into peoples' gardens and trying door handles. Suspects have made off and suspect matching the description has been detained close to the scene.
- Criminal Damage, Beckside – Unknown suspect sprays paint on windows and patio, making off unseen.
- Fly Tipping, Cattle Lane (x2) – Suspects drive onto private estate in motor vehicle and dispose of large quantity of rubble from within vehicle. Suspects make off leaving the scene.
- Theft from Motor Vehicle, Greystones Park – Suspects enter unlocked vehicle, remove keys and make off with same.

Other points raised and noted:

- WYP are urging people not to leave their cars and houses unlocked, even when they're in the garden/house.
- The Chairman said poachers have been seen in the area and in Barwick.
- Cllr Hancock gave details of a van that's been left in the same spot for ten days.

**5. Public participation**

The following point was **noted**:

- One person asked where Connexions, the new bus provider for the number 64, are based – Cllr Piper said they are in Tockwith.

**6. Neighbourhood Development Plan (NDP)**

The next meeting of the NDPMG will take place on 15.11.18 (the October meeting was postponed as there was nothing to discuss).

**7. Leeds Site Allocations Plan**

Cllr Baxter said the Inspectors have issued a preliminary response, rejecting LCC's broad locations policy as it is not in line with national policy. This is a step in the right direction but there is still a way to go. The Inspectors have asked LCC to submit a Main Modifications report which will need a six week consultation.

**8. LeedsFest 2018**

Cllr Reed made some enquires regarding ticket allocations in the other villages and was given the information below:

- Thorner x500
- Bramham x252
- Barwick & Scholes x250
- Aberford x54

The Clerk emailed Festival Republic with the questions raised at the September PC meeting and is awaiting a response.

#### 9. Bus Shelter, Cattle Lane

- a. **RESOLVED:** Members reviewed the Funding Agreement document received from the Housing Advisory Panel and it was signed by the Chairman.
- b. The Clerk confirmed the Section 50 form has been submitted to LCC and a provisional installation date has been agreed for 16.11.18. Members discussed colour options for the bus shelter with three colours being put forward. Members **AGREED** on "Leaf Green" by way of majority vote.

#### 10. Proposed 20 mph Zones

- a. Cllrs Howson, Hancock and Reed attended a meeting with Cllr Richard Lewis and Ward Cllrs regarding the proposed 20mph zones in the village. They raised some points but were unsure as to how well they were received, however the Ward Cllrs are in agreement with the PC. Members of Collingham and Shadwell PCs were also in attendance as they have the same views as ADPC. Only thirty minutes were allocated for all three PCs to speak.
- b. To consider any necessary action – none.

#### 11. 100<sup>th</sup> Anniversary of WWI

Some Cllrs met on Friday to discuss the Centenary event. They are hopeful they'll have lots of knitted poppies and have some netting to attach them to. The Chairman asked for as many Cllrs as possible to attend the event. Cllr Piper is preparing one sheet for each of the 24 fallen soldiers from the village with their name, unit, where they were killed and where they are buried. She said there will also be information from the school log books from the time available to read at the event. Cllr Griffiths confirmed the choir will be there from 4pm and will sing at 4.30pm. She is buying red tablecloths for the event. The event will be advertised on the PC noticeboards and website. Cllr Griffiths said they'll need as much help as possible on the day.

#### 12. Christmas Lights 2018

- a. The Chairman met LCC on site to discuss this year's Christmas lights. They discussed putting the lights that would have gone on the Christmas tree on a different tree which has increased the quote.
- b. **RESOLVED:** Members reviewed the final quote from LCC for lights and **AGREED** to accept it - £1,362 plus VAT.
- c. To agree the date and time for the switch on event – Friday 7<sup>th</sup> December 2018 at 7pm.
- d. To consider any other necessary action – the Chairman said he would like some helpers at the switch on event. Cllr Dunwell said he'll be there.

#### 13. Dog Fouling

- a. Cllr Hogg confirmed the signs cost £1.38 each and requested the PC buy four rather than three as agreed at the September meeting which members **AGREED. ACTION:** The Clerk will order the signs.
- b. Members discussed buying a dog waste bin to alleviate the issues of dog fouling and bags of dog waste being thrown onto the school field and left hanging in trees (to be budgeted for in 2019/20). Cllr Hancock asked who would empty the bin. **ACTION:** The Clerk will enquire with LCC whether they would empty a bin if one was installed.
- c. To consider any other necessary action – none.

#### 14. Budget 2019/20

- a. Cllr Reed will email some potential dates for the first budget meeting to the Finance sub group, the Clerk, and Cllr Griffiths who is interested in joining the sub group.
- b. The Chairman informed members that the Clerk is pregnant and so will be going on maternity leave probably in March 2019 (dates and length of time to be discussed). Members discussed the options for cover which are either members split the role between themselves or they hire a locum clerk. Specific items to be included in the budget suggested by members were:
  - Maternity Cover (locum clerk)
  - Bin (see item 13 above)
  - Cycle Track for Jubilee Field (the PC will look at matched funding, and there are funds in the Capital Reserves account which is allocated specifically to Jubilee Field)

#### 15. Planning Matters

- a. To consider and comment on new planning applications/appeals - none.

- b. Members **noted** the outcome of previous planning applications/appeals:

Planning/ Appeal ref	Address	Details
18/03846/FU/NE	17 Hayton Wood View Aberford Leeds	Raising roof height; dormer windows to front and rear  <b>APPROVED 18.09.18.</b>

- c. Members of the public were asked to step outside whilst planning enforcement matters were discussed.

## 16. Finance

- To note the balances in the Parish Council's accounts - **noted as per attached bank reconciliation.**
- To approve the bank reconciliation - **RESOLVED** (attached).
- Members **RESOLVED** to approve the accounts for payment totalling £1,863.73.
- Members reviewed the quarterly update on the 2018/19 budget; no issues were raised.

## 17. Matters for Information

- Cllr Piper raised some points regarding the new bus provider and asked how quickly a replacement bus would be sent if needed, given the depot is at Tockwith. Members said they will see how the service runs before contacting Connexions.
- Cllr Piper asked Cllrs to check whether the grit bins need filling.
- Cllr Piper said there are issues with parking and visibility at the junction of Main Street and Hayton Wood View where there is building work going on. The Chairman will speak to the contractors.
- Cllr Hogg said the second PROW cut will take place soon and that some areas don't need doing.
- Cllr Hogg asked Cllr Baxter whether she's made any progress with the PROW project – Cllr Baxter apologised for the delay but said it is ongoing.
- Cllr Hogg said people who use the village hall are parking their cars across driveways and on paths.
- Cllr Reed said whoever is cutting the briars on the path alongside the motorway is leaving them on the ground and animals are getting thorns in their paws.
- The Chairman invited Ms Adrienne Sykes to speak. The following points were **noted**:
  - Re Leeds SAP: Ms Sykes attended a meeting about the Inspectors Note. Today LCC discussed their thoughts on the Note.
  - LCC have been asked to submit their Main Modifications and delete the Broad Locations Policy.
  - LCC also need to do Sustainability Appraisals and Greenbelt Assessments for some sites.
  - Once sent to Inspector, she'll consider whether she has any Main Modifications and whether she agrees with LCC's, and whether any sites left in the Plan by LCC make the Plan unsound.
  - When this has all been done, it all goes back to the Planning Panel and a then a six week consultation will take place.
  - The Inspector will then write her report.
  - Re Nellie's Tree: BBC's The One Show did some filming. Someone from the BBC contacted SPAG and Adrienne put them in touch with Nellie's grandchildren.

## 18. Future agenda items (Clerk)

- Benches
- Close of meeting – the Chairman closed the meeting at 8.55pm.

Minute 16.b – Bank Reconciliation

**Bank Reconciliation**

**Aberford and District Parish Council**

**For the period 1 September 2018 - 30 September 2018**

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

Date: 03-Oct-18  
 Date: 16-Oct-18

**Balance per bank statements as at 30 September 2018**

	£	£
Current Account	2,045.42	
Revenue Reserve	8,920.77	
Capital Reserve	11,531.59	
Asset Renewals Fund	13,240.33	
	35,738.11	

Less uncleared cheques at 30 September 2018:	100806	-100.00	
	100890	-238.80	
	100891	-208.00	
	100898	-20.00	
	100901	-389.50	
	100903	-482.35	
		-1,438.65	

**Net bank balances as at 30 September 2018** **34,299.46**

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

**CASH BOOK**

Opening balance as at 1 September 2018	40,140.07
Add receipts 1 September 2018 to 30 September 2018:	7.71
Less payments for 1 September 2018 to 30 September 2018	-5,848.32
<b>Closing balance per cash book as at 30 September 2018</b>	<b>34,299.46</b>

Notes

Capital Reserve is set aside for Jubilee Field

<b>Accounts for payment:</b>				
<b>Chq no.</b>	<b>Details</b>			
100906	St Ricarius Church - room hire 16.10.18	20.00	-	20.00
100907	N Goonesinghe - salary Oct 18	346.73	-	346.73
100908	N Goonesinghe - expenses to 10.10.18	18.00	-	18.00
100909	PestServe - 2nd installation for 2018/19	300.00	-	300.00
100910	HAGS-SMP Ltd - playground gates	857.50	171.50	1,029.00
100911	Aberford Village Hall Café - Centenary event	100.00	-	100.00
100912	Royal British Legion - wreath donation	50.00	-	50.00
	<b>Total payments 19.09.18 - 16.10.18</b>	<b>1,692.23</b>	<b>171.50</b>	<b>1,863.73</b>