

- Cllr Hogg mentioned one ticket winner had emailed to thank the PC for the organisation of resident tickets.

ACTION: The Clerk will make enquiries regarding the time the music went on until and the ticket allocations to surrounding villages.

9. Bus Shelter, Cattle Lane

- The Clerk updated members to say the consultation process that she'd previously been advised was not necessary, does in fact need to be done. The Clerk has contacted most of the statutory consultees and has just a couple more to contact, with responses expected by w/e 05.10.18. The Section 50 document cannot be submitted until the consultation has concluded. **RESOLVED:** Cllr Oakes proposed members **DELEGATE** the review of the Section 50 form to the Clerk and Chairman on the PC's behalf so it can be done before the next PC meeting – Cllr Dunwell seconded this and all other members **AGREED** with this action.
- Members **AGREED** the Section 50 document shall be submitted LCC by the Clerk on behalf of the PC.
- Members considered the options for the position the bus shelter may be installed in. Members **noted** LCC have confirmed both options, either having the back of the shelter by the wall or by the roadside within the guidelines, are acceptable. A vote took place and members **AGREED** the bus shelter will be installed nearest the roadside by way of majority vote.
- The Clerk informed members the PC may have to pay for the required information from at least one of the consultees (approx. £45 plus VAT). **RESOLVED:** Members agreed the Clerk can pay for fees relating to the consultation mid-month if required so as not to hold up the process as they will be covered by the budget set for this project.

10. 100th Anniversary of WWI

- Members discussed further the activities for the centenary event with the following suggestions being put forward/agreed:
 - Cllr Griffiths said the choir has confirmed they will attend the event (time of 4pm TBC by Cllr Griffiths)
 - Cllr Oakes will contact the school to see whether the children would like to do any artwork to display in the village hall. He will also ask whether any of them are able to attend the event.
 - Cllrs Reed and Griffiths commented there are various people on with knitting poppies for display in the village.
 - **RESOLVED:** Members **AGREED** to allocate £100 from the PC's funds for food and drink for the event.
 - Members **AGREED** that food and drink will be free of charge from 4pm onwards.
 - Cllr Griffiths confirmed she will organise the food on the day of the event, but said any donated cakes would be greatly appreciated.
 - The event will be advertised on the PC website and noticeboards nearer the time.
- Members **NOTED** the charge for hiring the village hall for the event has been waived by the Village Hall Committee.
- Members considered purchasing Perspex blocks with the names of the soldiers killed in action engraved in them and soldier figures for display in the village hall. A lengthy discussion took place, and members **AGREED** not to purchase these items, but instead to display the information Cllr Piper has on one A4 sheet per soldier around the village hall on the day.
- To discuss the options for displaying the above and consider the costs involved if a display unit is required – n/a.
- To consider any other necessary action – none.

11. Christmas Lights 2018

- The Chairman had arranged for two quotes to be supplied for trimming the trees by the Arabian Horse Pub/Pump Hill however only one company provided a quote (Bowman Arboriculture). Members reviewed the quote of £250 + VAT and **AGREED** to proceed with the work given the reasonable rate. **ACTION:** The Clerk will contact Bowmans to request they complete the work ASAP.
- Members considered which member(s) will meet LCC on site to discuss the Christmas lights requirements for 2018 and agreed The Chairman and Cllrs Dunwell and/or Reed will attend (depending on who is available).
- To consider any other necessary action – none.

12. Parking Issues

Members discussed some concerns regarding parking issues on Main Street raised by a concerned member of the public. Cllr Reed reported she had found a notice on a lamppost from LCC stating the city council will be introducing formalised "School Keep Clear" markings on the western kerb line of Main Street in the vicinity of the school. The note did not state a date for the work to be carried out but the deadline for comments was

mid August. The Clerk will contact LCC to see when the work is likely to be done, and will pass the information on to the resident who sent the email.

13. Play Area Roundabout

Members discussed the roundabout and its reported intermittent working. Cllr Hancock said it has been greased again and worked fine after this had been done but has since stuck on occasion. The Chairman said other people have reported to him that it works fine. Members decided to leave it for now and see how it goes.

14. Dog Fouling

- a. Members discussed the issue of dog fouling and reported it being very bad down the side of the chapel to the school. Cllr Hogg has been out with the spray again and commented that there seem to be as many irresponsible dog owners as responsible ones. The Chairman said some people are putting bags of dog waste in the hedge by the tennis courts making it most unpleasant and unhygienic for whoever trims the hedge.
- b. Cllr Hogg has seen some plastic signs online that cost a few pounds each plus postage. Members **AGREED** to buy three signs for the path by the chapel.
- c. Cllr Hogg will send the link for the signs to the Clerk. Cllr Oakes will check with the school whether they are happy for these signs to be fixed to the railings. **ACTION:** The Clerk will purchase three of the signs.

15. Yorkshire Dales River Trust – Volunteers Required and Training Opportunities

Members discussed the email received from the Yorkshire Dales Trust. There are 10 spaces available and Cllr Reed is aware of one person who has confirmed they'll be attending the training. Members are unsure of how big an area the project covers. The Clerk has posted the information on the PC website and Cllr Reed will put posters up on the noticeboards. **RESOLVED.**

16. Planning Matters

To consider and comment on new planning applications/appeals:

Planning/ Appeal ref	Address	Details
18/04896/FU/E	6 Woodbridge Avenue Garforth Leeds	Conversion of integral garage into a habitable room No adverse comments made.
18/05387/FU/NE	Providence Cottage Main Street Aberford	Part two storey, part single storey side extension No adverse comments made.

- a. To note the outcome of previous planning applications/appeals:

Planning/ Appeal ref	Address	Details
18/02798/FU/E	31 Brierlands Close Garforth Leeds	Single storey side/rear extension; conversion of garage to a habitable room APPROVED 16.08.18
18/03226/FU/NE	Rein House Lotherton Lane Aberford	Demolition of existing outbuildings and erect detached single storey pool house with covered external walkway to side/rear APPROVED 13.08.18
18/03917/LI/NE	Old House At Lotherton Hall Estate Lotherton Lane Aberford	Listed building application for the replacement heating system, rewiring of electrical installation, fire stopping works, window replacements on the ground floor, installation of bathroom and kitchen, opening up a doorway, removal of porch, repairs, repointing and redecoration. APPROVED 15.08.18
18/03610/FU/NE	The Birches Main Street Aberford	Alterations to form ground floor infill extension to rear APPROVED 29.08.18

18/03846/FU/NE	17 Hayton Wood View Aberford Leeds	Raising roof height; dormer windows to front and rear APPROVED 11.09.18
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- b. Members of the public were asked to step outside whilst planning enforcement matters were discussed.

17. 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. Members **RESOLVED** to approve the accounts for payment totalling £5,848.32.

18. Matters for Information

- The Chairman asked Ms Adrienne Sykes to speak about Nellie's Tree – Ms Sykes reported Nellie's Tree on the Parlington Estate has been shortlisted by the Woodland Trust for Tree of the Year 2018 (one of ten trees). She gave information on how to vote and confirmed the deadline is 08.10.18.
- The Chairman confirmed he'd attended a meeting regarding the bus services in the parish, and that five of the points he raised have been listed as actions from the meeting.
- Cllr Hogg said the second PROW cut will be done soon and he hopes a third won't be required this year.
- Cllr Griffiths said the New Councillor training course she attended was very interesting and she was glad she'd gone as it was very informative.
- Cllr Griffiths said the café at the village hall is doing really well and has picked up a lot in the last few weeks. She said there is a lovely mix of people attending and Cllr Hogg said he's heard some good reports from residents. The café will host a Macmillan Big Coffee Morning on Friday 28th September.
- Cllr Griffiths commented she's interested in tidying a couple of flower beds in the village and will speak to Aberford In Bloom about helping.
- The Chairman reported people are stealing flowers from the sign near the Almshouses and that it has happened at least three times.

19. Future agenda items

- a. Footpaths Registration on PROW Map
- b. Budget Update to 30.09.18
- c. Benches
- d. Close of meeting – the Chairman closed the meeting at 9.20pm.

Minute 17.b – Bank Reconciliation

Bank Reconciliation

Aberford and District Parish Council

For the period 1 August 2018 - 31 August 2018

Prepared by Natalie Goonesinghe, Clerk to the Parish Council

Date: 09-Sep-18

Approved by the Parish Council

Date: 18-Sep-18

Balance per bank statements as at 31 August 2018

	£	£
Current Account	4,673.31	
Revenue Reserve	14,717.87	
Capital Reserve	11,529.35	
Asset Renewals Fund	13,237.76	
		<hr/>
		44,158.29

Less uncleared cheques at 31 August 2018:

100806	-100.00	
100886	-155.95	
100888	-4.00	
100890	-238.80	
100891	-208.00	
100892	-20.00	
100895	-3,246.47	
100896	-45.00	
		<hr/>
		-4,018.22

Net bank balances as at 31 August 2018

40,140.07

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

CASH BOOK

Opening balance as at 1 August 2018	41,911.73
Add receipts 1 August 2018 to 31 August 2018:	2,606.05
Less payments for 1 August 2018 to 31 August 2018	<hr/>
	-4,377.71
Closing balance per cash book as at 31 August 2018	40,140.07

Notes

Capital Reserve is set aside for Jubilee Field

Accounts for payment:				
Chq no.	Details	Net	VAT	Total
100898	St Ricarius Church - room hire 18.09.18	20.00	-	20.00
100899	N Goonesinghe - salary Sept 2018	398.24	-	398.24
100900	N Goonesinghe - expenses to 11.09.18	63.37	7.44	70.81
100901	LCC - Bus shelter structure fee	389.50	-	389.50
100902	A Fox Services - bench installation	195.00	-	195.00
100903	Swarco Traffic Ltd - annual contract for speed signs	401.96	80.39	482.35
100904	Directions Planning Consultancy Ltd - SAP Consultancy	2,451.75	490.35	2,942.10
100905	Came & Company - Insurance 2018/19	1,350.32	-	1,350.32
	Total payments 22.08.18 - 18.09.18	5,270.14	578.18	5,848.32