

## **ABERFORD & DISTRICT PARISH COUNCIL**

### **Minutes of the Parish Council meeting held on Tuesday 15<sup>th</sup> October 2019 at the Oriel Room, St Ricarius Parish Church, Aberford at 7.30pm**

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

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

In attendance: Mrs Natalie Goonesinghe (Clerk/RFO), PCSO Geoff Nottingham and PCSO Gaynor Duffy, and eight members of the public.

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

None received.

#### **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 17<sup>th</sup> September 2019**

**RESOLVED:** To approve the minutes of the Parish Council meeting held on 17<sup>th</sup> September 2019 and to sign them as a correct record. **ACTION:** The Chairman.

#### **4. Crime & Security**

PCSO Nottingham read the crime report which listed the following reported crimes in October 2019:

- Burglary Residential, Main Street – Three suspects wearing dark clothing were seen in the back of the property. Suspects have attempted to gain entry via UPVC patio door, attack lock by snapping.
- Criminal Damage, Main Street – Suspect enters disabled toilet at location and causes damage to wall using aerosol can before making off.

In addition to the crime report, the following comments were noted:

- PCSO Nottingham urged residents to replace Euro locks with TS007 3 Star anti snap locks to make their homes more secure.
- Cllr Hogg said battery sensors for glass/patio doors are a good idea as breaking the glass to enter wouldn't trigger the contact sensor on a door.
- PCSO Nottingham commented double handle locks are excellent for patio doors.

#### **5. Public participation**

Members noted the following comments:

- One person said the new sign for the bridge has been placed directly underneath the hanging basket.
- One resident attended the meeting to introduce himself as he's new to the village.
- One person from Scholes came to observe the meeting.
- One resident raised concerns about parking issues on the grass verges. They have been in touch with the planners who said they should contact LCC. She commented parking is not allowed there and said in addition to it preventing the grass from being cut, people in wheelchairs and those with prams have to go onto the road to get by, and the grass is being churned up. Cllr Hancock said he continues to put polite notices on the windscreens of vehicles parking inconsiderately.

#### **6. Neighbourhood Development Plan**

Cllr Oakes confirmed the referendum will take place on 31.10.19. This is organised by Leeds City Council who are responsible for informing the public, advertising the event, paying for it, and all other aspects.

#### **7. LeedsFest 2019**

- a. Members **noted** LCC are meeting Festival Republic on 24.10.19 to discuss the issues raised after the 2019 festival
- b. Members **AGREED** to wait for feedback from the meeting before discussing the concerns raised further.
- c. Members **noted** Festival Republic's email regarding applying for closure to Aberford for all non-Aberford residents in 2020 to minimise disruption to residents. Cllr Hogg asked whether this should be put to the residents to decide. Members agreed to wait for feedback from the meeting on 24.10.19.

#### **8. Christmas Tree & Lights**

- a. A lengthy discussion between the PC and the community group took place, with the following points being agreed by both parties:

- The parish council will arrange and pay for the same lights as last year on Pump Hill, and the community group will arrange and pay for lights for the Christmas tree directly with LCC
  - Type of tree - Christmas tree
  - Temporary or permanent tree – temporary
  - All other ideas to be put on hold for 2019 due to timescales, and these will be discussed further by both parties for future years at a later date
- b. **RESOLVED:** Members considered the quote received from LCC for the PC's 2019 lights and **AGREED** to accept it (£1,374 + VAT based on 2018's lights).

#### 9. Jubilee Field – Cycle Track

Cllr Dunwell confirmed that he still has not received any further responses from other companies and proposed the PC proceed with Bike Track to gain a quote for the cycle track.

- **RESOLVED:** All members **AGREED** to proceed with Bike Track in accordance with the PC's Financial Regulations (item 10).
- **RESOLVED:** Cllr Dunwell was **DELEGATED** to liaise with Bike Track on behalf of the PC to arrange a meeting at Jubilee Field to discuss options for the cycle track before the Nov PC meeting. Available members will attend the meeting once the details have been confirmed.

#### 10. LCC Core Strategy Selective Review Plan – Adoption Statement

Members **noted** the above was adopted on 11.09.19. Members also **noted** applications for a review (under strict criteria) may be made to the Higher Court by 23.10.19 (n/a).

#### 11. The Redmond Review – Consultation for the Parish Sector

**RESOLVED:** Members considered whether the PC wished to submit a response to the above consultation regarding a review into local authority audit and **AGREED** it wasn't necessary.

#### 12. Correspondence Received

The correspondence items listed were discussed; members' comments are detailed below:

- Email received from a resident regarding speeding near the school (email previously circulated)
  - Cllr Hogg said LCC are looking at speed limits in the village. Cllr Oakes commented Chapel Allerton PC have bought a portable speed sign that shows the driver's speed which may be more effective than ADPC's speed signs. Cllr Oakes also said the PC has reported inconsiderate parking to the Police previously, and he urged residents to submit any video footage of bad driving they have to the Police.
- Email received from a resident requesting the Neighbourhood Plan is put on the PC website
  - Noted.

#### 13. External Audit

- a. Members **noted** that PKF Littlejohn LLP have concluded their review of the PC's Annual Return for 2018/19 and have signed the External Auditor Certificate (received 24.09.19)
- b. Members **noted** the Clerk completed the Notice of Conclusion of Audit and published it on the main notice board and PC website.

#### 14. 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** (attached)
- d. Members reviewed the budget update to 30.09.19; no queries were raised. Cllr Oaked commented the NDP budget is likely to be underspent as some potential work that was budgeted for was not required in preparation for the referendum, however he is unsure by how much at this stage.
- e. A discussion regarding the 2020/21 budget took place with members suggesting some items for inclusion (resurfacing the Becksid play area (AH), renovations at Becksid (RR), new speed signs (MO), clearing the beck (DH)). Cllr Reed will circulate some dates for the finance sub group's first budget meeting (to take place before the Nov PC meeting).

#### 15. Matters for Information

- Cllr Hancock said Aberford School PTA have successfully applied for a grant from the Banks fund for a marquee that can be used by residents (£1,100)
- Cllr Hogg said he will walk the parish paths to give them a general check and to assess whether a third PROW cut is required
- Cllr Hogg commented some complaints have been received regarding nettles growing at the play area
- Cllr Griffiths commented the newsletter is currently at the printers and she is hopeful it will be ready this week

- Cllr Griffiths said there will be a collection box at the Friendly Fridays café on 08.11.19 for The British Legion, and has also suggested the takings from that day be donated as well
- Cllr Reed commented the fencing at Becksides is in a bad state. Members are unsure whether the grass cutter has caused the damage
- Cllr Reed said the gullies on the bridge are blocked again. Cllr Hogg is liaising with Ward Cllr Firth about them and has emailed some photos of them to him

## 16. Planning Matters

- a. Members consider and comment on new planning applications/appeals:

Planning/ Appeal ref	Address	Details
19/05772/FU/NE	Assbridge Lodge Cattle Lane Aberford	Two storey side/rear extension with Juliet balcony to rear  No adverse comments made
19/05991/FU/NE	Royal Oak Inn Main Street Aberford	Detached Garage/Store to rear  No adverse comments, however members request the sole purpose of this structure is that of a garage/store as stated, with no conversion to a dwelling being allowed in the future

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

Planning/ Appeal ref	Address	Details
19/04658/FU	Green Lane Primary Academy Ribblesdale Avenue Garforth LS25 2JX	Extension and alterations including new door opening to school  <b>APPROVED 23.09.19</b>

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

## 17. Future Agenda Items

- To discuss any items members would like adding to the next agenda – none raised.
- Close of meeting – the Chairman closed the meeting at 9.10pm.

## Bank Reconciliation

### Aberford and District Parish Council

For the period 1 September 2019 - 30 September 2019

Prepared by Natalie Goonesinghe, Clerk to the Parish Council

Date: 01-Oct-19

Approved by the Parish Council

Date: 15-Oct-19

#### Balance per bank statements as at 30 September 2019

	£	£
Current Account	1,592.91	
Revenue Reserve	29,088.79	
Capital Reserve	11,500.05	
Beckside Play Area Ground Resurfacing Fund	5,000.00	
		<hr/>
		47,181.75

Less uncleared cheques at 30 September 2019:

100960	-20.00	
100963	-15.00	
100965	-30.00	
100967	-1,000.00	
		<hr/>
		-1,065.00

**Net bank balances as at 30 September 2019**

**46,116.75**

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 2019	48,963.70
Add receipts 1 September 2019 to 30 September 2019:	24.79
Less payments for 1 September 2019 to 30 September 2019	<hr/>
	-2,871.74
<b>Closing balance per cash book as at 30 September 2019</b>	<b>46,116.75</b>

#### Notes

Capital Reserve is set aside for Jubilee Field

Beckside Play Area Refurbishment Fund is set aside for resurfacing the play area (minute 8 in Jan 2019 refers)

#### Accounts for payment:

##### Chq no. Details

100968	Broxap - litter bin	251.00	50.20	301.20
100969	St Ricarius Church - room hire 15.10.19	20.00	-	20.00
100970	N Goonesinghe - salary Oct 2019	355.79	-	355.79
100971	N Goonesinghe - expenses to 09.10.19	39.06	4.54	43.60
100972	PKF Littlejohn - 2018/19 Audit Fee	200.00	40.00	240.00
100973	LCC - two treatments of Japanese Knotweed	200.00	40.00	240.00
100974	Royal British Legion - wreath donation	50.00	-	50.00
	<b>Total payments 18.09.19 - 15.10.19</b>	<hr/>	<hr/>	<hr/>
		1,115.85	134.74	<b>1,250.59</b>