



**ACTION:** The Clerk will ask Ms Jukes to add this line to the response.

- c. **RESOLVED:** Members agreed Ms Kathryn Jukes of Directions Planning Consultancy Ltd will submit the response to LCC on behalf of the PC by the deadline of 5pm on 04.3.19.
- d. To consider any other necessary action – none.

#### 8. Budget & Precept for 2019/20

- a. Members reviewed the budget (unchanged since Jan 2019) and **AGREED** no updates are required at this time.
- b. Members **noted** the Clerk submitted the precept return form on behalf of the Parish Council by the deadline of 08.02.19.

#### 9. LeedsFest 2019

- a. Members **noted** the LeedsFest 2019 residents ticket application process opened on 13.02.09 and will close on 13.03.19 (one week later than previously planned due to the meeting regarding ticket allocations for parishes being delayed until 11.02.19)
- b. Members **noted** the ticket draw will take place on Wednesday 8<sup>th</sup> May 2019 at Aberford Bowling Club
- c. Cllr Hogg said the meeting date and time proposed by Festival Republic was unsuitable as both he and Cllr McCready will be at work. As ticket allocations have now been agreed for the 2019 festival, he suggested waiting until after the festival has taken place before meeting with Festival Republic, to see how this year's festival goes. It was raised that no one seemed to receive the leaflets that the PC was advised had been distributed to all homes in the village; members requested the leaflets are posted to all houses this year. **ACTION:** The Clerk will submit the request to Festival Republic.

#### 10. Hanging Baskets 2019

Cllrs Hogg and Oakes plan to begin leafletting soon to see who wishes to continue their sponsorship. Some new enquiries have been received.

Having more plants in the baskets was discussed, however the Clerk informed members she spoke to LCC's Parks & Countryside last week and they advised adding more plants could be detrimental to the way the flowers grow. They acknowledged the complaints made last year and said it wasn't just ADPC, and said they were looking at ways to combat the heat to get the best results.

The sponsorship price was discussed, with members noting it hasn't increased for several years although the prices charged by LCC have gone up. **RESOLVED:** The Chairman proposed increasing the sponsorship amount to £27 per basket (an increase of £2) – Cllr Piper seconded it and all members **AGREED**.

Payments will be requested earlier this year as some payments were received late last year.

#### 11. Benches

**RESOLVED:** Members considered the quote of £110.00 from A Fox Services to remove the old bench on Parlington Drive and install the new one, and all **AGREED** the quote was acceptable. **ACTION:** The Clerk will place the order for the new bench and will instruct Mr Fox accordingly.

#### 12. Maternity Cover for Clerk/RFO

- a. Cllrs Piper and Reed met with Ms Mary Farman and found her to be a very experienced clerk who has even trained clerks. Ms Farman informed Cllrs Piper and Reed that she would like to take on the position on a voluntary basis and receive no payment from the PC other than for mileage and any expenses. Cllr Hogg asked whether Ms Farman is available for the whole time she would be needed by the PC; she is.
- b. **RESOLVED:** Members accepted the recommendation from Cllrs Reed and Piper to offer the position of Clerk/RFO to Ms Farman whilst the current clerk is on maternity leave. **ACTION:** The Clerk will contact Ms Farman to inform her of the PC's decision, and will look into how the PC should proceed with employing Ms Farman on a voluntary basis.
- c. To discuss/consider any necessary action – Cllr Oakes has volunteered to keep the PC website updated whilst the Clerk is on maternity leave, and all members were happy with this. The Chairman, Cllr Reed and the Clerk will arrange to meet Ms Farman ASAP and a handover will be arranged accordingly.

#### 13. Defibrillator

The Clerk confirmed she has sent a letter and statement to be signed to The Garforth & District Lions Club regarding the arrangements for the defibrillator (ownership of, regular checks on, and replacement parts for). This will be reviewed at their next meeting. Yorkshire Ambulance Service (YAS) are happy to collect the cabinet that the PC agreed to return at the January 2019 PC meeting. **ACTION:** The Chairman will contact YAS to arrange this.

#### 14. Great British Spring Clean 2019

Members **noted** the Keep Britain Tidy 2019 spring clean is being held between 22.03.19 and 23.04.19.

Cllr Oakes informed members he has volunteered to clear rubbish in the village on a regular/ongoing basis. LCC are going to provide equipment for him to do voluntary litter picks. Once established, Cllr Oakes will use the Aberford Community Forum page to ask for volunteers to help him. He also said he would like to clear litter on the Parlinton estate and asked the Chairman whether he would ask for permission for Cllr Oakes to do this, which he is happy to do. A couple of members said they would be happy to help.

#### 15. Grass Cutting Services 2019/20

**RESOLVED:** Members agreed to re-employ A Fox Services for the PC's grass cutting requirements in the parish in 2019/20, and **noted** his rates will remain the same for the coming year.

#### 16. Planning Matters

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

Planning/ Appeal ref	Address	Details
19/00197/FU/NE	16 Pinfold Rise Aberford Leeds	Two storey part single storey side and rear extension  No adverse comments made.

- b. To note the outcome of previous planning applications/appeals – none.  
c. Members of the public were asked to step outside whilst councillors discussed planning enforcement matters.

#### 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).  
Cllr Reed asked what cheque number 100806 is for as it has been an uncleared item for quite a while (£100.00). The Clerk said it is the grant awarded to the Aberford Primary School PTA Committee for their summer gala.  
c. Members **RESOLVED** to approve the accounts for payment totalling £490.37.

#### 18. Matters for Information

- The Chairman said he attended the meeting held in the village hall regarding abnormal loads and that only five other people went. He commented he would've liked for some of the other councillors to have gone. Two representatives from the brewery had flown in from Belgium for the meeting, along with one from Ireland.
- Cllr Dunwell informed everyone that Mr Trevor Brown who was previously a member of ADPC has passed away.
- Cllr Hogg has reported a couple of damaged PROW signs to LCC. The Chairman said he'd seen a couple of other damaged signs too.

#### 19. Future Agenda Items

- a. Jubilee Field Cycle Track  
b. PTA cheque 100806  
c. Subgroups (May 2019 agenda)  
d. Close of meeting – the Chairman closed the meeting at 9.05pm.

**Bank Reconciliation**  
**Aberford and District Parish Council**  
**For the period 1 January 2019 - 31 January 2019**

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

Date: 10-Feb-19  
 Date: 19-Feb-19

**Balance per bank statements as at 31 January 2019**

	£	£
Current Account	234.19	
Revenue Reserve	10,509.20	
Capital Reserve	11,500.05	
Beckside Play Area Ground Resurfacing Fund	5,000.00	
		<hr/>
		27,243.44

Less uncleared cheques at 31 January 2019:	100806	-100.00	
	100926	-20.00	
	100929	-15.00	
			<hr/>
			-135.00

**Net bank balances as at 31 January 2019** **27,108.44**

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

**CASH BOOK**

Opening balance as at 1 January 2019	27,493.17
Add receipts 1 January 2019 to 31 January 2019:	15.00
Less payments for 1 January 2019 to 31 January 2019	<hr/> <b>-399.73</b>
<b>Closing balance per cash book as at 31 January 2019</b>	<b>27,108.44</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	Net	VAT	Total
100930	St Ricarius Church - room hire 19.02.19	20.00	-	20.00
100931	N Goonesinghe - salary February 2019	346.73	-	346.73
100932	N Goonesinghe - expenses to 13.02.19	104.89	14.25	119.14
100933	Cllr M Oakes - expenses to 13.02.19	4.50	-	4.50
	<b>Total payments 16.01.19 - 19.02.19</b>	<hr/> 476.12	14.25	<hr/> <b>490.37</b>