

8. Buses

Cllr Reed confirmed she and the Chairman met with two representatives from the school bus company. They said the bus drivers want to use Hayton Wood View as a turning point for the buses, but have been unable to do so due to how cars are being parked. The school children are therefore having to get off the bus at the top of the village and walk down, as there is nowhere else for the buses to turn since they are not allowed to reverse. The bus company has asked the PC if they can ask residents on Hayton Wood View to park so the bus can get around, so the children don't have to walk as far. Cllr Oakes commented it is not a PC matter, and as they have not got involved in previous parking issues, it would look like favouritism if the PC got involved with this one. All members **AGREED** with this. **ACTION:** The Clerk will contact the bus company to inform them of the PC's view, and suggest they do a leaflet drop on Hayton Wood View, explaining why they want the buses to drive down this street, and requesting residents park in a way that would allow this. **RESOLVED.**

9. LeedsFest 2020

Cllr Robinson said LCC Officers are meeting Festival Republic on site next week and will report back in March. The meeting will include discussions regarding details of the road closures, which they are trying to sort out ASAP, along with policing of the event. Resident ticket numbers are also being reviewed. The Clerk said she is awaiting confirmation re ID requirements and the rules regarding under 18s. She asked Cllrs Hogg and McCready whether they are happy for their personal mobile numbers to be printed on the application form again this year; both confirmed this is fine. Cllr McCready is also happy for his address to be used as the drop off point for applications. Cllr Hancock confirmed 7pm is fine for the ticket draw on 06.05.20. **ACTION:** The Clerk will forward a PDF of the ticket application poster to Cllrs Hogg, McCready, Reed and Oakes when it is ready, and the applications process will open 01.03.20 – 31.03.20 as agreed at the January 2020 PC meeting.

10. Hanging Baskets 2020

Cllr Oakes has drafted a letter to last year's sponsors. He said he and Cllr Hogg need to check the brackets for repairs (not done yet due to the weather). Sponsorship will remain at £27 for a single basket and £54 for a double, and the deadline for payment will be 14.04.20. Payments can be made by cash, cheque or bank transfer. Sponsors will be asked if they are happy for the PC to hold their email addresses on file for ease of contact going forwards. Cllr Oakes will let the Clerk know if any new labels are required.

11. VE Day and VJ Day – 75th Anniversary Events

Members **noted** the email from Cllr Sam Firth regarding the events (8th-10th May and 15th August respectively). Cllr Griffiths said the café will be open on 08.05.20 and she will ask The Village Harmonies Choir if they are available to attend. The 15.08.20 is a Saturday so the café won't be open. **ACTION:** The Clerk will forward the above details to Cllr Firth. **RESOLVED.**

12. Budget 2020/21

The Clerk ran through the suggested amendments to the budget following the sub group's meeting on 27.01.20. Members discussed them, and **AGREED** the following updates:

- Admin costs increased to £1,000 in case a new laptop is required
- Increase PC website fees to £775 to include a further 2 hours labour should any updates be required
- Increase venue hire for PC meetings to £375 to cover up to 15 meetings at the new charge of £25
- Internal Audit increased to £250
- Speed signs maintenance budget removed – new signs won't need it in the first two years
- Christmas tree budget removed as Community Illuminations Aberford have agreed to pay for this
- New line for Litter Picking Equipment to be added - £300
- Increase the Becksid Play Area Resurfacing Fund by £2,500 (currently £5,000) following two quotes received of circa £15,000 (+VAT) so the funds are available when needed
- Speed signs budget increased by £1,000 to £6,000 based on quote received from SWARCO

The following items will need finalising in March when the budget is signed off:

- Cycle Track Budget (from Capital Fund)
- Becksid renovations (Chairman to meet with contractor and discuss requirements in Feb 2020)
- Cock Beck clean (Chairman to meet Environment Agency rep early March 2020)
- The Clerk will obtain quotes for refurbishment/replacement of the noticeboard at St John's Garth.

13. NALC Governance and Accountability Survey

RESOLVED: Members considered whether the PC wishes to complete the above survey and **AGREED** not to do so.

14. Tree Inspections – Jubilee Field, Young's Court and the area behind the bus terminus

Cllr Hogg said he has noticed a few branches have come off some of the large trees at the above locations (prior to the recent storms), and one tree has ivy growing up it which is killing it. **ACTION:** The Chairman will ask Bowman Arboriculture to have a look at the affected trees and provide a quote for any required works.

15. LCC Parish Charter Working Group – 17.03.20

Cllr Robinson will be at this meeting, however as it clashes with the March PC meeting, none of the members of ADPC will be able to attend. **ACTION:** The Clerk will send apologies from all members.

16. Christmas Tree

The Chairman hasn't had any contact from CIA, however he has attended site and, after using specialist equipment to check for underground pipes and cables, he has marked on the ground where the Christmas tree should be planted. **RESOLVED.**

17. Dog Fouling

Members **noted** the email received from Cllr Matthew Robinson regarding supplying the parish with 2 dog waste bag dispensers and 2,000 bags, and considered/decided the following:

- a. The PC will take on responsibility for supplying bags after the initial 2,000 have run out if the scheme proves successful once up and running;
- b. Members **AGREED** to the dispensers should be located by the two smaller noticeboards – one by St John's Garth, and one by Beckside.

ACTION: The Clerk will give the above information to Cllr Robinson.

18. Correspondence Received

Members **noted** the correspondence items listed below and made comments/agreed actions as follows:

- Email from a resident regarding concerns over dog fouling – Members considered his request for a can of yellow spray, and his suggestion to move the bin by the bus circle to the middle of the grassed area from Haverthwaites to Greystones. Members said the spray purchased by the PC is done so for use by councillors, and they feel the bin is in a good location and that responsible owners will carry dog waste to the nearest bin. Members are hopeful the new scheme being implemented by Cllr Robinson (see item 17 above) will help the issue of dog fouling as well.
- Email from a resident regarding concerns over surface water and flooding on Main Street South – A discussion took place with members acknowledging that water pours from the football field when the rain is very heavy in extreme weather conditions. However, LCC installed some extra gullies that flow into the sewer a few years ago and it was stated at the time that no more can be done in this way.

ACTION: The Clerk will email the PC's responses to the residents.

19. 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. **RESOLVED:** Members **AGREED** to re-employ A Fox Services for PROW cuts and other works as required for 2020/21 (rates to remain the same).

20. Matters for Information

- Cllr Reed asked Cllr Robinson about the library service – Cllr Robinson said discussions are ongoing and nothing has yet been agreed.
- Cllr Hancock asked Cllr Robinson about the path on Lotherton Lane as members have been requesting it be widened for several years – Cllr Robinson said there was no news as yet.
- Cllr Hancock asked where the new potential councillor was this evening – the Clerk conformed she has withdrawn her application to become a member.
- Cllr Hogg commented that Cllr Robinson has followed up on the issues regarding PROW signs.
- The Clerk has been asked how attendees have found the new lights in the Oriel Room – people said it was sufficient/hadn't noticed any difference. It seemed one light wasn't working but then a separate switch was found, making a big difference to the back of the room. The Clerk will feed this back.

21. 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
19/07496/FU/NE	Royal Oak Inn Main Street Aberford	Fencing and gates to front and side REFUSED 30.01.20.

- c. To consider and to note planning enforcement matters – not discussed.
- d. To receive an update regarding the Planning/NDP PC workshop to be run by Mr Mike Dando (NDP Consultant) – arrangements to be agreed at a later date.

22. Future Agenda Items (Clerk)

- Pest Control Contract Renewal
- PACT Meetings
- Close of meeting – the Chairman closed the meeting at 9.35pm.

Minute 19.b

Bank Reconciliation

Aberford and District Parish Council

For the period 1 January 2020 - 31 January 2020

Prepared by Natalie Goonesinghe, Clerk to the Parish Council

Date: 03-Feb-20

Approved by the Parish Council

Date: 18-Feb-20

Balance per bank statements as at 31 January 2020

	£	£
Current Account	2,477.86	
Revenue Reserve	21,909.64	
Capital Reserve	11,500.05	
Beckside Play Area Ground Resurfacing Fund	5,000.00	
		<hr/>
		40,887.55

Less uncleared cheques at 31 January 2020:

100984	-20.00
100987	-25.00
100988	-346.73
100989	-18.00
100991	-1,648.80
	<hr/>
	-2,058.53

Net bank balances as at 31 January 2020

38,829.02

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 2020	40,887.55
Add receipts 1 January 2020 to 31 January 2020:	0.00
Less payments for 1 January 2020 to 31 January 2020	-2,058.53
Closing balance per cash book as at 31 January 2020	38,829.02

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)

Minute 19.c

Accounts for payment:

Chq no.	Details	Net	VAT	Total
100992	St Ricarius Church - room hire 18.02.20	25.00	-	25.00
100993	N Goonesinghe - salary February 2020	346.73	-	346.73
100994	N Goonesinghe - expenses to 13.02.20	32.64	-	32.64
100995	M Dando - NDP Workshop 18.01.20	639.51	-	639.51
100996	Lazenby Brown Digital Ltd - website update	120.00	24.00	144.00
	Total payments 22.01.20 - 18.02.20	1,163.88	24.00	1,187.88
	<i>Prepared on 13.02.20</i>			-