



## 8. Litter Picking

A discussion took place with members considering whether to do a pick on streets, verges, or both. Cllr Hogg said Cllr Sam Firth has asked LCC Highways to do the A64 roundabout and surrounding area and he is awaiting their reply. He said there are certain areas such as this one the we wouldn't want the public to do due to the speed of vehicles there. Cllr Oakes suggested including an amount in the 2020/21 budget to buy some equipment should the PC wish to do so, and he will put a message on the Aberford Facebook page to see how many people are interested in being involved. He will then let the Clerk know so she can contact LCC to borrow some equipment for the first pick.

## 9. NALC Consultation: PC13-19 Strengthening Police Powers: Encampments

- a. Members **noted** Cllrs Oakes and Griffiths completed the NALC questionnaire regarding the above consultation on behalf of the PC, as delegated to do so at the Dec 2019 PC meeting (response circulated to all members). The Chairman thanked Cllrs Oakes and Griffiths for compiling the response.
- b. Members **noted** the Clerk has submitted the response to NALC on behalf of the PC.

## 10. Leeds Transport Supplementary Planning Document Consultation: 06.01.20 – 17.02.20

Members discussed the above consultation and **AGREED** not to submit a response.

## 11. Petition re Boxing Day Hunt

Members **noted** the Clerk has emailed West Yorkshire Hunt Saboteurs (WYHS) to request they retract any and all statements issued stating ADPC grants permission for/allows hunts to take place. The Clerk confirmed a response confirming the PC's name has been removed from all materials, and that WYHS have asked Change.org to remove the petition. The petition was still online at the end of last week and made reference to ADPC. **ACTION:** The Clerk will contact WYHS again at the end of this week if it has still not been removed.

## 12. Buses

- a. Members **noted** the email received from a resident in Scholes regarding proposed changes to the 64 bus service. Cllr Reed commented there are no major changes to times, and Cllr Oakes commented the changes are in the Vicar Lane area of the city centre. **ACTION:** The Clerk will write to Connexions to say the PC is disappointed to not have been consulted on the changes. Members asked the Clerk to thank the resident as well; the Clerk sent an email to thank him prior to this meeting.
- b. To receive an update regarding the meeting with the school bus company – the Chairman and Cllr Reed are due to meet a representative on Friday 24<sup>th</sup> January 2020.

## 13. Nellie's Tree Information Board

Members reviewed the plans for the information board about Nellie's Tree to be placed at the end of Parlington Lane, and the plans were shown to members of the public. **RESOLVED:** Members gave their approval of the plans and agreed the board should be placed on Parlington Lane. **ACTION:** The Chairman will contact Woodland's Trust to give approval and confirm the location for the board on behalf of the PC. **RESOLVED.**

## 14. Training

Members reviewed the training courses available with YLCA and other bodies and **AGREED** none of the courses were currently required for any members. **RESOLVED.**

## 15. LeedsFest 2020

A discussion took place regarding the 2020 LeedsFest, and members **RESOLVED** to agree the following:

- To open the resident ticket applications from 01.03.20 to 31.03.20 inclusive.
- To hold the ticket draw on the evening of Wednesday 6<sup>th</sup> May at Aberford Bowling Club (Cllr Hancock confirmed this was OK).
- The date to hand out tickets will be agreed nearer the time, but is usually in the week leading up to the festival.
- The Clerk will prepare the posters and application form. Cllr Griffiths offered to display a poster in the café.

## 16. Hanging Baskets 2020

Cllr Hogg said some repairs are required and he will assess the brackets in the coming weeks to see how many need attention. **RESOLVED:** Members agreed up to £245 inclusive of VAT can be spent on items required to do the repairs (the remainder of the budget for 2019/20).

## 17. Grievance & Disciplinary Policies

**RESOLVED:** Members **AGREED** to adopt NALC's template LN22 Grievance and Disciplinary policies with immediate effect.

## 18. IT Matters – Website Upgrade

Members reviewed the quote received from LazenbyBrown regarding a recommended upgrade to the PC website to ensure it is secure. Members **AGREED** to have the work done straight away as there is £120 left in the budget for 2019/20 which covers the quote provided (quote for up to 2 hours work at £60 per hour plus VAT). **ACTION:** The Clerk will contact LazenbyBrown to instruct them to perform the update. **RESOLVED.**

## 19. Correspondence Received

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

- Email from Dr Shirley-Anne Paul regarding joining the parish council – **noted**. Members welcomed Dr Paul to the meeting.
- Email from a resident regarding climate change issues and their request to meet with (a) representative(s) from the PC – the Chairman will meet the gentleman to discuss the matter, possibly with one other member depending on when they arrange to meet.
- Email from a resident regarding the plans for a pair of semi-detached dwellings next door to the former Royal Oak pub – as the owners were in attendance, the Chairman invited them to speak. The gentleman explained his concerns regarding the plans being incorrect and said he has requested they be redone. He is concerned there isn't enough room for two dwellings, and stated the builders would have no right of way as it is his land. Cllr Reed commented she was glad he had attended the meeting and has clarified the boundaries.

## 20. 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 2019/20 Budget Update as at 31.12.19; no queries were raised.
- e. Members **noted** the Clerk has submitted the Precept form to LCC for 2020/21.

## 21. Matters for Information

- Cllr Oakes reminded everyone about the village hall open day this Friday and encouraged as many people as possible to come along.
- Cllr Hogg said the new bin at the side of the Chapel is being well used, but there are still some dog fouling issues.
- Cllr Hogg asked Cllr Reed about changes to the library service, however nothing has been agreed yet.
- Cllr Reed saw two men at the play area but they didn't seem to be from LCC – the Clerk said she has contacted several companies to quote for resurfacing the play area for the 2020/21 budget.
- Cllr Reed commented the gullies on the bridge are still blocked.

## 22. Planning Matters

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

Planning/ Appeal ref	Address	Details
19/07527/FU/NE	Royal Oak Inn Main Street Aberford	Detached triple garage to rear <b>NO ADVERSE COMMENTS MADE</b>
19/07812/FU/E	3 Woodbridge Avenue Garforth Leeds	First floor extension to side and rear <b>NO ADVERSE COMMENTS MADE</b>

- b. To note the outcome of previous planning applications/appeals – see below:

Planning/ Appeal ref	Address	Details
19/03752/LI	Wakefield Lodge Aberford Road Aberford LS25 3DQ	Listed building application for replacement windows <b>APPROVED 20.12.19</b>

- 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.

## 23. Future Agenda Items

- Budget 2020/21
- Christmas Tree
- Close of meeting – the Chairman closed the meeting at 8.40pm.

Minute 20.b

**Bank Reconciliation**

**Aberford and District Parish Council**

**For the period 1 December 2019 - 31 December 2019**

Prepared by Natalie Goonesinghe, Clerk to the Parish Council

Date: 15-Jan-20

Approved by the Parish Council

Date: 21-Jan-20

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

	£	£
Current Account	499.06	
Revenue Reserve	24,209.64	
Capital Reserve	11,500.05	
Beckside Play Area Ground Resurfacing Fund	5,000.00	
	<hr/>	41,208.75

Less uncleared cheques at 31 December 2019:

100968	-301.20	
100984	-20.00	
	<hr/>	-321.20

**Net bank balances as at 31 December 2019**

**40,887.55**

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

**CASH BOOK**

Opening balance as at 1 December 2019	41,162.11
Add receipts 1 December 2019 to 31 December 2019:	20.85
Less payments for 1 December 2019 to 31 December 2019	-295.41
<b>Closing balance per cash book as at 31 December 2019</b>	<hr/> <b>40,887.55</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			
100987	St Ricarius Church - room hire 21.01.20	25.00	-	<b>25.00</b>
100988	N Goonesinghe - salary January 2020	346.73	-	<b>346.73</b>
100989	N Goonesinghe - expenses to 15.01.20	18.00	-	<b>18.00</b>
100990	The Aberford Almhouses Trust - room hire 18.01.20	20.00	-	20.00
100991	Leeds City Council -Christmas Lights 2019	1,374.00	274.80	<b>1,648.80</b>
	<b>Total payments 17.12.19 - 21.01.20</b>	<hr/> 1,783.73	274.80	<hr/> <b>2,058.53</b>