

8. Trees at Hook Moor

The Clerk spoke to LCC and someone attended site, and gave feedback that they believed they had resolved the issue, however Cllr Hogg went to site and said nothing has been done. The Clerk will request LCC meet Cllrs Hogg and Howson on site as it seems they went to the wrong area initially.

9. Secretary of State Public Consultation: Planning for the Future White Paper

RESOLVED: All members agreed no response is required from the PC.

10. Budget 2021/22

The Clerk suggested she begin preparing the budget file for 2021/22 so that work can begin as part of the handover to the new Clerk (once appointed), as it would be an ideal training exercise since it would give them a good insight into the tasks the PC is involved in, which all members agreed with.

Members were asked if there is anything specific they'd like to be considered for inclusion in the budget – Cllr Hogg suggested including some funds to empty the bins at Jubilee Field depending on the outcome of the request for LCC to do this.

11. Newsletter

Cllr Griffiths confirmed she has emailed the draft newsletter to the other members and has received some responses. She has a few more ideas and a couple of items to finalise and will email the final draft to members in due course. She is hoping to have it printed and distributed in Oct/Nov, and confirmed all those who help with distribution will wear gloves.

12. Correspondence Received

Members noted and discussed the correspondence items listed below and **AGREED** the responses/actions as below:

- Email from a resident regarding concerns over vehicles speeding through the village – Members are aware of the issue and requested speed checks be done by WYP which have been done. Cllr Robinson gave an update following this which is on the PC website. There is a budget for two new speed signs if the 20mph speed limit is applied (the signs in situ are set to at the current speed limit and can't be changed). **ACTION:** The Clerk will reply to the resident with the above feedback.
- An email was received from a couple in the village who were concerned about some trees bordering their land. Cllrs Hogg, Reed and Howson attended site to discuss the matter with the couple and their neighbours and saw there are trees pushing on a wall which has made it dangerous. Although this isn't a PC matter, members discussed how the situation might be resolved, which the residents were happy with and will work together to action. **RESOLVED.**

13. PC Website Accessibility Regulations 2018 & Website Statement

- a. The Clerk confirmed Cllr Oakes has been working on the changes and has done all that he has access to (the majority); any other required changes will need to be done by a third party.
- b. Members reviewed the proposed wording for the Accessibility Statement prepared by Cllr Oakes and **AGREED** it can be put onto the PC website on 23.09.2020 (the deadline).
- c. Members considered and **AGREED** to employ LazenbyBrown to complete the following works at a cost of £60 per hour + VAT:
 - Changes to headers that can't be accessed by the PC
 - Setting up a new page on the website for the Accessibility Statement
 - Any other changes required for which technical assistance is needed

ACTION: The Clerk will contact LazenbyBrown to request they complete the above tasks.

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 as at 31.08.20 (incorrectly stated as 31.07.20 on the agenda) - **RESOLVED** (attached).
- c. To approve the Accounts for Payment - **RESOLVED** (attached).

15. Matters for Information

- Cllr Dunwell said he and Cllr Griffiths were hoping to meet LCC on site to discuss the Cycle Track on either 1st or 2nd October.

16. Planning Matters

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

Planning/ Appeal ref	Address	Details
20/05205/FU/NE	2A Field Lane Aberford Leeds	Conversion of Garage to garden room with porch to front No adverse comments made.
20/04786/FU/E	Land Adjacent To New Hold And Aberford Road Garforth LS25	Change of use and alterations of vacant land to car wash No adverse comments made.
20/05679/FU/NE	Land Off School Lane Aberford	Detached dwelling to vacant land DELEGATED: Members agreed to delegate the comments to the PAG to allow more time as this application was only received on 17.09.2020.

- b. To note the outcome of previous planning applications/appeals (if any) (Appendix 1)

Planning/ Appeal ref	Address	Details
20/01941/FU/E	19 East Ridge View Garforth Leeds	First floor extension to side; conversion of garage to habitable room; porch to front REFUSED: 28.08.2020
20/02617/FU/NE	Royal Oak Inn Main Street Aberford	Replacement windows to front, side and both sides of dwelling REFUSED: 21.07.2020 APPEAL LODGED. Deadline to withdraw comments: 30.09.20 – NO ACTION REQUIRED.

17. Future Agenda Items

- a. Bins at Jubilee Field
- b. Quarterly Budget Update
- c. Close of meeting – the Chairman closed the meeting at 8.25pm.

Minute 14:

Bank Reconciliation
Aberford and District Parish Council
For the period 1 August 2020 - 31 August 2020

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

Date: 07-Sep-20
 Date: 22-Sep-20

Balance per bank statements as at 31 August 2020

	£	£
Current Account	1,563.72	
Revenue Reserve	34,177.14	
Capital Reserve	11,500.05	
Beckside Play Area Ground Resurfacing Fund	7,500.00	
		54,740.91

Less uncleared cheques at 31 August 2020:

101002	-655.90
101009	-27.00
101019	-370.60
101020	-47.99
101021	-22.79
	-1,124.28

Net bank balances as at 31 August 2020

53,616.63

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 2020	54,058.01
Add receipts 1 August 2020 to 31 August 2020:	0.00
Less payments for 1 August 2020 to 31 August 2020	-441.38
Closing balance per cash book as at 31 August 2020	53,616.63

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 and minute 15.d in March 2020 minutes refer*)

Accounts for payment:				
Chq no.	Details	Net	VAT	Total
101022	N Goonesinghe - salary Sept 2020	421.76	-	421.76
101023	N Goonesinghe - expenses to 17.09.20	34.67	3.33	38.00
101024	Cllr P Hancock - expenses to 17.09.20	35.94	-	35.94
101025	Cllr M Oakes - expenses to 17.09.20	30.12	-	30.12
101026	LazenbyBrown - spam email prevention s/w	60.00	12.00	72.00
101027	Royal British Legion - wreath donation	50.00	-	50.00
101028	Came & Company - Insurance 2020/21	1,424.14	-	1,424.14
101029	A Fox Services - 2nd PROW cut	240.00	-	240.00
	Total payments 21.08.20 - 17.09.20	2,296.63	15.33	2,311.96