



## 7. Crime & Security

The Clerk gave an update of December crime activity as reported on the "Police UK" database. No precise locations had been made available, however the following items were highlighted

- One theft and one public order incident on Raper View
- Two further instances of anti-social behaviour in and around the car park area at Lotherton Hall.

The Clerk added that two recent incidents of car theft from outside properties near Main Street had been reported on the Aberford Forum. Both were Grey Land Rover Discovery models.

Members were concerned that the recent change in Police policy on local crime reporting had led to a less effective flow of information to the Parish Council. It was **NOTED** that the first joint PACT meeting will be held on Thursday 18<sup>th</sup> February, with Cllr Dunwell representing the Aberford Parish. He undertook to raise these concerns in that forum.

## 8. Pest control

Members discussed the proposal for renewal of the existing agreement with Pestserve, at a cost of £650 per annum, based on the slightly modified area of coverage as previously circulated. This was **AGREED** by all and the Clerk undertook to advise the contractor accordingly. **RESOLVED**.

## 9. LeedsFest 2021

Members considered whether any preparatory action should be taken with regard to the 2021 LeedsFest at this stage. After discussion it was felt that, notwithstanding the recent confirmation that the organisers are still hoping to hold the 2021 festival, there remains a considerable degree of doubt over whether it will be able to take place. It was therefore **AGREED** by all not to take any further action at this stage but to review the position at the next Parish Council meeting. The Clerk pointed out that a few queries have been received from members of the public, these had been acknowledged pending clarification of the position.

## 10. Hanging Baskets 2021

Members discussed this year's hanging baskets process and considered any actions required. The relevant LCC officer has indicated that it is hoped to proceed with the baskets this year but this is not yet confirmed, pending an internal LCC meeting to be held on 23<sup>rd</sup> February.

It was **AGREED** by all members that the matter should be deferred pending the outcome of this meeting, for further discussion at the March Parish Council meeting. Cllr Oakes confirmed that 41 baskets would remain the maximum, due to capacity constraints.

## 11. Correspondence Received (Clerk)

None received

## 12. Finance (Clerk)

- 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 31.1.2021 (Appendix 2)- **RESOLVED** (attached)
- c. To **approve** the Accounts for Payment (Appendix 2)- **RESOLVED** (attached)
- d. To **approve** the removal of Mr Paul Hancock from the bank signature mandate. It was further **AGREED** by all that Cllr Oakes be added to the bank signature mandate.
- e. To **approve** the addition of Cllr Oakes as a person authorised to make bank payments once the necessary authorisations have been completed. This was **AGREED** by all.

- f. To **approve** the retention of Mr Brian Hopper as the Parish Council Internal Auditor for 2021 at a cost of £90. This was **AGREED** by all.

### 13. Matters for Information

- Cllr Griffiths said that she had attended a webinar on the National Grid Yorkshire GREEN project. This is outside the Aberford Parish Council area and is not expected to have any impact on the Parish, however Cllr Griffiths undertook to keep members apprised of any further developments.
- Cllr Oakes confirmed that the proposal for weekday closure of Lotherton Hall will not be pursued by Leeds City Council.
- Cllr Oakes referred to the draft Garforth Neighbourhood Plan which had recently been circulated for comments as part of the mandatory consultation process. He said that although it had only been issued to the Clerk on 11<sup>th</sup> February, the closing date for comments on this detailed 271 page document is 8<sup>th</sup> March. Cllr Oakes added that he had a few suggested comments of a relatively minor nature which he agreed to circulate to fellow Parish Council members before a response is sent to the Garforth Neighbourhood Planning Forum.
- Cllr Hogg said that he has reported a fly tipping incident on Lotherton Lane via the LCC website. Having received no response he has not sought the support of Ward Cllr Robinson to get this resolved. Cllr Hogg added that he would like to request a LCC litter pick on the B1217 and also on Cattle Lane. **ACTION:** The Clerk will follow this up on receipt of details.
- Cllr Hogg also commented on the position regarding two dangerous trees in the wooded area adjacent to the road into Aberford village at Hook Moor. Following the intervention of Ward Cllr Robinson it now appears that there will be some early progress in resolving this problem and Cllr Hogg said he would keep members informed of progress.
- Cllr Dunwell commented on the proposal to site a new LCC notice board in Aberford, as outlined by Andrew Kyrover at the last Parish Council meeting. The Clerk said that we are still waiting for the promised detailed information on the height and other dimensions of this structure, in order for members to give it proper consideration. He added that once this is received it will be circulated for consideration prior to being listed for discussion at a future Parish Council meeting.
- Cllr McCready confirmed that he had completed his first inspection of the outdoor gym equipment in the Jubilee Field area and also the Becksides Play area equipment. He confirmed that all was in order but commented that some of the external fencing around the Jubilee Field has been bent quite substantially. Cllr Howson said he was aware that this needs looking into.
- Cllr Howson said that following the recent rain and snow, the Fly Line has been flooded in various areas in the Parlington woods. He said that the plan is to utilise a JCB to dig this out.

#### 14. Planning Matters (Clerk)

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

Planning/ Appeal ref	Address	Details
20/08575/FU/NE	34 Highfield Road, Aberford, Leeds LS25 3AY	First floor side/rear extension over existing garage  <b>NO ADVERSE COMMENTS MADE</b>
21/00779/FU/E	School Bungalow Aberford Road Garforth LS25 2HF	Installation of dropped curb and tarmac driveway to residential property  <b>NO ADVERSE COMMENTS MADE</b>
21/00983/FU/E	6 Moule Rise Garforth Leeds LS25 2PH	Single storey rear extension  <b>NO ADVERSE COMMENTS MADE</b>

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

Planning/ Appeal ref	Address	Details
20/06252/FU/NE	30 Hayton Wood View Aberford Leeds	Alterations including increase roof height to form habitable rooms in loft space; dormer window to rear <b>APPROVED 8.1.21</b>
20/07553/FU	Michaelmas Cottage Bunkers Hill, Aberford, Leeds LS25 3DP	Enlargement of existing dwelling to rear <b>APPROVED 11.1.21</b>

#### 15. Meeting commencement time (Clerk)

Members considered whether to change the future meeting start time from 7.30pm, this had been proposed for discussion by Cllr Griffiths. After discussion, it was acknowledged that bringing the time forward could make things difficult for those Councillors in full time occupation and therefore it was **AGREED** by all that no change will be made at the present time.

#### 16. Future Agenda Items (Clerk);

- WYP PACT meeting feedback (March)
- LCC'S proposal to install a City Council noticeboard (March)
- Leeds Festival 2021 (March)
- Hanging Baskets 2021 (March)
- Review of working and advisory groups (April)
- Review of Financial Regulations and Financial Risk Assessment (Annual meeting)

There being no further business the Chairman closed the meeting at 08.35pm.

**Minute 12:**

**Bank Reconciliation  
Aberford and District Parish Council  
For the period 1 January - 31 January 2021**

Prepared by Pete Wigglesworth, Clerk to the Parish Council  
Approved by the Parish Council

Date: 10-Feb-21  
Date: 16-Feb-21

	£	£
<b>Balance per bank statements as at 31 January 2021</b>		
Current Account	653.40	
Revenue Reserve	24,029.29	
Capital Reserve	11,500.34	
Beckside Play Area Ground Resurfacing Fund	7,500.19	
		<hr/>
		43,683.22
Less uncleared cheques at 31 January 2021:		
	101043	-24.11
	101063	-8.44
		<hr/>
		-32.55
<b>Net bank balances as at 31 January 2021</b>		<b>43,650.67</b>

**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 2021	45,381.24
Add receipts 1 January 2021 to 31 January 2021:	0.00
Less payments for 1 January 2021 to 31 January 2021	<hr/>
	-1,730.57
<b>Closing balance per cash book as at 31 January 2021</b>	<b>43,650.67</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 and minute 15.d in March 2020 minutes refer*)

<b>Accounts for payment:</b>				
<b>Chq no.</b>	<b>Details</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
101064	P Wigglesworth - salary Feb 21	347.13	-	347.13
101065	P Wigglesworth - expenses to 10.2.2021 (home allowance (£18), ink cartridge (£31.00), mobile top up (£10.00))	52.17	6.83	59.00
101066	CLlr David Howson - phone bill reclaims	46.93	-	46.93
	<b>Total payments 20.01.21- 16.02.20</b>	<b>446.23</b>	<b>6.83</b>	<b>453.06</b>
	<i>Prepared on 10.02.21</i>			-