

ABERFORD AND DISTRICT PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 19 January 2021.

Meeting held via Zoom video conference call at 7.30pm due to Coronavirus lockdown restrictions.

Present: Cllr David Howson (Chairman)
Cllr Keith Dunwell
Cllr Nancy Griffiths
Cllr Ruth Reed (Vice Chair)

Cllr Andrew Hogg
Cllr Dave McCready
Cllr Mike Oakes

In attendance: Mr Peter Wigglesworth (Clerk/RFO).

Andrew Kyrover (LCC) present for item 7.

Three members of the public were also in attendance.

1. To receive apologies and approve reasons for absence

None received

2. To receive any disclosures of interest from Councillors on matters to be considered at the meeting

None received

3. Resignation of Councillor Paul Hancock

- a. Members **NOTED** the resignation of Cllr Hancock in an email received from him on 01.01.21- **ACTION:** Clerk to write to Mr Hancock expressing the Council's gratitude for his long and distinguished service.
- b. Members **NOTED** that there is now a Casual vacancy on the Parish Council.
- c. **RESOLVED:** to fill the Casual vacancy. **ACTION:** Clerk to arrange for the vacancy to be advertised to Leeds City Council and the existence of a vacancy advertised in accordance with the required procedure.

4. Minutes of the Parish Council Meeting held on 15th December 2020

RESOLVED: To approve the minutes of the Parish Council meeting held via Zoom video conference call on 15th December 2020 and to sign them as a correct record. **ACTION:** To be signed by the Chairman.

5. Public Participation

The Chairman invited members of the public to speak with regard to any items on the agenda. There were no questions relating to the agenda but two members of the public present took the opportunity to introduce themselves to Councillors as potential candidates to fill existing councillor vacancies on a co-option basis.

6. Crime & Security

The Clerk referred to a number of local crime details for November, extracted from the "Police.UK" database. No precise locations had been made available, however the following items were highlighted;

- Criminal damage and arson incident on Main Street, adjacent to the bottom of School Lane
- Three instances of anti-social behaviour in and around the car park area at Lotherton Hall.

The Clerk went on to confirm that as yet no details have been received concerning the proposed joint PACT meetings to be held in 2021.

The Chairman reported that the police had advised him of several instances of crimes arising from people leaving doors and windows open during the Covid 19 pandemic. He urged that everyone take due care to prevent this.

7. LCC'S proposal to install a City Council noticeboard

Andrew Kyrover, the Tenant Engagement Officer for Housing Leeds invited Councillors to comment on the proposed location for a Leeds City Council noticeboard in the village. In response to a question, he said that should a noticeboard be requested for Aberford, this would primarily be intended as an information source for those in council accommodation.

After discussion it was **AGREED** that Mr Kyrover would send further details of the size, configuration and cost of the noticeboard to the clerk for circulation and further consideration by Councillors. **ACTION:** Clerk to circulate following receipt, with a view to resolving this matter at the next Council meeting.

8. Mole control

The clerk said that two new areas of mole infestation had been reported to Pestserve, however there appears to be a dispute concerning whether these areas are covered in the existing contract. After discussion it was **AGREED** that the clerk will speak with the contractor in the first instance to try and reach an agreement and agree the basis for a written agreement for the future. **ACTION:** Clerk to advise members on progress, for resolution at the February meeting.

9. Inspection reports Becksid play area and Jubilee Field

It was noted that, following the resignation of Cllr Paul Hancock, a replacement will be needed to carry out the monthly equipment inspection reports. After discussion, Cllr McCready agreed to take on this role. **ACTION:** Clerk to provide a supply of blank documents to Cllr McCready for completion. **RESOLVED.**

10. Correspondence Received

None received

11. 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 31.12.2020 (Appendix 2)- **RESOLVED** (attached)
- c. To **approve** the Accounts for Payment inc cancelled cheque (Appendix 2)- **RESOLVED** (attached)
- d. Members reviewed the 2020/21 Budget update as at 31.12.2020 (previously circulated)- no questions or queries were raised.
- e. Update on internet Banking (previously circulated). Members reviewed the paper prepared by the Clerk on this subject. **ACTIONS:** Cllr Reed to speak with the Chair of Barwick & Scholes Parish Council to review their procedures for internet banking. Clerk to separately speak with the Barwick & Scholes Parish Council Clerk regarding the process and any technical issues.

12. Matters for Information

- Cllr Hogg said that he has spent some time tidying up the Jubilee Field area and hopes to complete this in the near future.
- Cllr Reed mentioned that the litter bin at the entrance to the Hook Moor wind farm does not seem to be emptied regularly. Cllr Dunwell said he will speak with Banks Community Fund regarding the possibility of a bigger bin.
- Cllr Oakes mentioned that work to widen the M1 J47 northbound exit slip road will commence on 25th January. The clerk said that he will put a suitable notice on the web site.
- Cllr Oakes confirmed that the Lotherton Hall consultation process had generated a lot of good feedback. He undertook to keep members informed of the outcome once published.
- Cllr McCready said that some residents had expressed concern about an excavator which had been parked adjacent to the former Royal Oak pub for a number of weeks.

- Cllr McCready stated that a number of residents were unhappy about the closure of the entrance to the Parlington Estate near the bowling green. They felt that this is unfairly penalising local residents and believed that it could be the prelude to a permanent restriction of access. The Chairman said that, after discussion with Estate management and on police advice, the entrance had been closed to help reduce the volume of people accessing the Parlington Estate and congestion arising during the ongoing Covid 19 pandemic. He added that the gate will be unlocked once things improve, as was the case after the initial lockdown in Spring 2020.
- Cllr Dunwell said that problems continue to be experienced with replenishment of grit bins in some parts of the village, most notable affected areas were Hayton Wood view and Pinfold Rise.
- Cllr Dunwell advised councillors that the company involved in developing the Jubilee Field cycle track had gone into administration. He said that he will keep members informed on any further developments arising from this.

13. Planning Matters

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

Planning/ Appeal ref	Address	Details
20/08340/FU/NE	Parlington House Windmill Rise Aberford	Single storey front extension NO ADVERSE COMMENTS MADE

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

Planning/ Appeal ref	Address	Details
20/05201/FU/NE	13 The Dale Aberford Leeds	Two storey side extension with dormer window to rear APPROVED 23.12.20

14. Future Agenda Items;

- Hanging Baskets (February agenda, Covid permitting)
- Leeds Festival 2021 (February agenda, Covid permitting)
- The Chairman closed the meeting at 8.45pm.

Minute 11:

Bank Reconciliation

Aberford and District Parish Council

For the period 1 December - 31 December 2020

Prepared by Pete Wigglesworth, Clerk to the Parish Council

Approved by the Parish Council

Date: 13-Jan-21

Date: 19-Jan-21

Balance per bank statements as at 31 December 2020

	£	£
Current Account	1,246.03	
Revenue Reserve	25,829.29	
Capital Reserve	11,500.34	
Beckside Play Area Ground Resurfacing Fund	7,500.19	
		<hr/>
		46,075.85

Less uncleared cheques at 31 December 2020:

101043	-24.11	
101053	-30.00	
101055	-240.00	
101056	-352.50	
101059	-48.00	
		<hr/>
		-694.61

Net bank balances as at 31 December 2020

45,381.24

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 2020	46,934.02
Add receipts 1 December 2020 to 31 December 2020:	1.26
Less payments for 1 December 2020 to 31 December 2020	<hr/>
	-1,554.04
Closing balance per cash book as at 31 December 2020	45,381.24

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
101060	P Wigglesworth - salary Jan 21	347.13	-	347.13
101061	P Wigglesworth - expenses to 12.1.2021- (home allowance (£18), ink cartridges x 2 (£35.50))	47.58	5.92	53.50
101062	Leeds City council Xmas lights	1,395.00	279.00	1,674.00
	Cancelled cheque- PO box number	- 293.75	- 58.75	- 352.50
101063	Cllr Keith Dunwell phone bill reclaim November	8.44	-	8.44
	Total payments 16.12.20 - 19.01.21	1,504.40	226.17	1,730.57