



for Leeds and relevant members of Leeds City Council with a view to him meeting with them to explore the issues and the outcomes of the consultation and also ask that the wider healthcare provision and access to GP's be an item for a future community committee meeting.

e. **Bins- new bin availability and emptying of Jubilee Field bins**

Cllr Robinson said that following review of the agreement between Leeds City Council and Aberford & District Parish Council in relation to the Jubilee Field it seems clear that emptying of the bins used there is the responsibility of the Parish Council and therefore the process will need to be considered by the Parish Council. **ACTION:** Parish Council to review options for emptying of the three bins at Jubilee Field.

In response to a question from Cllr Reed regarding bin tops, Cllr Robinson said that he would seek to get these removed if the Parish Council can confirm how many there are and their locations. **ACTION:** Cllrs to advise the Clerk where the remaining bin tops are located.

Cllr Hogg asked about the timescale for the replacement waste bin at the end of Parlington Lane. Cllr Robinson said that this is on order and would advise further once a timescale for delivery has been provided.

**5. Public Participation**

There were no members of the public present on this occasion.

**6. Crime & Security**

- a. The Clerk gave an update of August crime activity, as reported on the Police UK database. In total five crimes were recorded, three within Aberford village plus one on the Micklefield road and one adjacent to the A1. Of these three were domestic in nature, one was for criminal damage and one for anti-social behaviour. No suspects had been identified.
- b. The Clerk asked whether any of the councillors wished to complete the consultation document concerning the West Yorkshire Crime and Police plan 2021-2024. Cllr Dunwell agreed to do this.

**7. Grant Applications for consideration**

The Clerk confirmed that no new applications had been received.

**8. Playground maintenance**

a. **Annual inspection of the Jubilee Field MUGA and Beckside**

The Clerk confirmed that the Jubilee Field MUGA is the responsibility of LCC and said that a visit is due to be undertaken by them today, 19<sup>th</sup> October. Regarding the Beckside play area it will be necessary for the Parish Council to organise the annual inspection. LCC Parks department have provided a contact at HAGS of Selby. **ACTION:** Clerk to follow this up.

b. **Proposed repair of broken signage at the Jubilee Field**

The Clerk said that an artwork proof has been received from the supplier for review. Cllr Hogg confirmed that this is acceptable. All members agreed that the Clerk should place the order at the agreed price. **ACTION:** Clerk to confirm to the supplier "Create Signs".

c. **Proposed repairs at the Beckside Play area**

Cllr Howson said that further work needs to be done to decide how best to address and rectify the various issues at the Beckside play area. After some discussion Cllr Bradley said that she would be happy to get involved in this project if it would help to get it resolved. **ACTION:** Cllrs Howson and Hogg to review and liaise with Cllr Bradley and the Clerk as appropriate.

**9. Aberford vegetation maintenance projects**

Cllr Bodey said that plans are in hand to rotavate the wildflower garden site behind Aberford School this coming weekend 23/24 October. He said that a project for the November working party will be considered once progress on the above has been assessed.

In relation to other matters, Cllr Bodey said that Leeds City Council had offered to provide some bulbs for planting at various sites around the village and he is in the process of discussions with a view to getting something organised before Christmas. He also said that the LCC Parks department have floated various locations to the North of the village for the proposed planning in grass verges.

#### **10. Use of Pump Hill for social and fund raising events**

Members discussed this matter, which had come to light following the posting of an item on the Aberford Forum by Community Illuminations Aberford concerning the placement of 34 sponsored Tommy silhouettes on the village green (Pump Hill) as part of the Armistice memorial. The CIA had also posted a separate item concerning their Christmas light switch on at the same location.

Cllr Bradley said she was aware that this land is owned by the Parish Council and therefore whilst she was supportive of these initiatives taking place she wanted to make sure that things are done in the proper manner. Cllrs Howson and Oakes, supported by a number of other councillors, said that whilst no member had any objection, the process is clear and permission should have been sought by the CIA, as it would be with any other land owner, in advance of posting these items onto the Forum. In noting this Cllr McCready said that ownership of Pump Hill perhaps ought to be made clearer to the CIA and other potentially interested parties as he felt this area is the focal point for the village.

Regarding the Christmas light switch on, Cllrs McCready and Bradley felt that a way should be found to harmonise the CIA arrangements and the Parish Council sponsored light switch on, in order to provide the best possible experience for residents.

After further discussion it was agreed that Cllr Dunwell would speak with Harry Fisher from the CIA to explain the position and hopefully agree a suitable way forward.

#### **11. Aberford Newsletter**

Cllr Griffiths said that further submissions are needed to put together a good quality newsletter and asked that all Councillors give this further consideration. **ACTION:** Cllrs to forward any comments or suggestions to Cllr Griffiths.

It was suggested that the front page could perhaps highlight the Parish Council roles and responsibilities and Cllr Hogg also asked that a further mention be given about the sterling work done by Peter Tiffany, Aberford's chief litter picker.

Cllr Griffiths said that she hopes to get a draft out for review in advance of the next Parish Council meeting. **ACTION:** Cllr Griffiths to circulate when available.

#### **12. Armistice Day wreath**

Councillor Howson proposed that a £50 donation to be made to the Royal British Legion for an Armistice Day wreath in the usual way. All members were in favour. **ACTION:** Clerk to arrange.

Cllr Howson also arranged to liaise with Cllr Oakes regarding any involvement of Aberford school children in the ceremony.

#### **13. Correspondence received**

##### **a) E-mail from a Pinfold Rise resident concerning the gritting box arrangements for winter 2021/22**

Cllrs considered this and asked the Clerk to liaise with LCC regarding keeping the various boxes full. However, all agreed that the residents request for a key to control access to the box should not be granted. **ACTION:** Clerk to reply to the resident and also contact LCC regarding the process.

**b) Request from a local resident to join the working party looking at future Leeds Fest traffic plans**

This was covered in the earlier discussion with Ward Cllr Robinson. **ACTION:** Clerk to reply to the resident and draft something regarding the Working Group for publication.

**c) Request from a local resident to have overgrown foliage cut at the entrance to Parlington Lane**

Cllr Howson said that he had approached the Parlington Estate Management who had said that whilst they had no objection to the resident pruning the overgrown foliage they were not prepared to take any action themselves on this occasion. **ACTION:** Clerk to advise the resident accordingly.

**d) E-mail from a local resident seeking removal of the recently installed barbed wire fencing in the Parlington Estate**

The Clerk confirmed that he had received an e-mail from Laws & Fiennes Land Agents & Chartered Surveyors, to confirm that the barbed wire installation will shortly be replaced with high tensile wire. This was following complaints received by the land owners M&G Estates.

#### 14. Planning matters

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

Planning/ Appeal ref	Address	Details
21/07048/FU/NE	Green Meadows Greystone Park Aberford	New detached garage; removal of existing boundary hedge and construction of new boundary wall  <b>NO ADVERSE COMMENTS MADE</b>
21/07816/FU/NE	24 Hayton Wood View Aberford Leeds	Dormer window to rear  <b>NO ADVERSE COMMENTS MADE, WITH THE PROVISIO THAT THERE IS NO DETRIMENTAL IMPACT TO ANY OF THE NEARBY LOWER LYING PROERTIES IN ADJACENT ROADS</b>

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

Planning/ Appeal ref	Address	Details
21/05010/FU/NE	34 Highfield Road Aberford Leeds	Alterations including two storey rear extension; new windows at first floor to side  <b>APPROVED 4.10.21</b>
21/05945/FU/NE	Parlington House Windmill Rise Aberford	New porch to front  <b>APPROVED 6.10.21</b>

## 15. 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 30.9.2021- **RESOLVED** (attached).
- c. To **note** income received and **approve** the Accounts for Payment- **RESOLVED** (attached).
- d. To **review** the 2021/22 quarterly budget update and **agree** the 2022/23 budget process. The clerk took members through the half year update which continued to show fairly low levels of expenditure compared to the budget. After discussion it was agreed that a meeting date for the 2022/23 budget be agreed at the November Parish Council meeting. **ACTION:** All members to advise the clerk of any specific spend items for consideration for the 2022/23 financial year commencing April 2022.

## 16. Matters for Information

- Cllr Hogg confirmed that Andy Fox has undertaken the third PROW cut as discussed and agreed at the last meeting. He added that the other items agreed at that time will be undertaken shortly.
- Cllr Oakes advised members that Aberford School have been awarded a grant from the Banks Renewables Fund. He felt that this was indicative of the availability of funds from this fund for suitable projects within Aberford Village.

The Clerk confirmed that the next meeting is scheduled for Tuesday 16<sup>th</sup> November 2021. commencement time 7.30 pm. The meeting will be held in the Oriel room, St Ricarius Church. Unless otherwise agreed, the requirement for pre meeting Covid lateral flow tests will continue.

## Minute 15

### Bank Reconciliation

Aberford and District Parish Council

For the period 1 September 2021 - 30 September 2021

Prepared by Peter Wigglesworth, Clerk to the Parish Council

Date:

Approved by the Parish Council

Date:

#### Balance per bank statements as at 30 September 2021

	£	£
Current Account	62.95	
Revenue Reserve	44,882.01	
Capital Reserve	11,501.20	
Beckside Play Area Ground Resurfacing Fund	7,500.75	
		<hr/>
		63,946.91

Less uncleared cheques at 30 September 2021:

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0.00

**Net bank balances as at 30 September 2021**

**63,946.91**

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

#### CASH BOOK

Opening balance as at 1 September 2021	65,823.46
Add receipts 1 September 2021 to 30 September 2021:	1.64
Less payments for 1 September 2021 to 30 September 2021	<b>-1,878.19</b>
<b>Closing balance per cash book as at 30 September 2021</b>	<b>63,946.91</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*)

Receipts received:				
Date	Details	Net	VAT	Total
	<b>Total receipts September 2020</b>	-	-	-

<b>Accounts for payment:</b>				
<b>Chq no.</b>	<b>Details</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
EFT	P Wigglesworth - salary Oct 21	347.13		347.13
EFT	P Wigglesworth expenses to 13.10.2021- mobile top up (£10.00) home allowance (£18)	26.34	1.66	28.00
EFT	Hire of Oriel Room, St Ricarius church@ £20 - 21/9/21 and 19/10/21	40.00		40.00
EFT	Create Signs- replacement signs for Jubilee Field	149.33	29.87	179.20
EFT	Autela Payroll Services- Quarter to 30/9/21	42.00	8.40	50.40
EFT	RBL Royal Poppy Appeal	50.00		50.00
		654.80	39.93	<b>694.73</b>