



## 9. Playground maintenance

- a. **Annual inspection of the Jubilee Field MUGA and Beckside-** the Clerk advised members that Victoria Nunns from LCC Parks Dept has confirmed that the MUGA is not subject to statutory annual inspection but has offered to arrange for one of the Parks management team to inspect the facility and advise their findings. It was **AGREED** by all to accept this offer. Regarding the Beckside play area, Victoria Nunns has advised that annual inspection of this facility is the responsibility of the Parish Council and has offered to put the Clerk in touch with a qualified inspector used by LCC. All members **AGREED** with this course of action. **ACTION:** Clerk to contact Victoria Nunns.
- b. **Proposed repair of broken signage at the Jubilee Field-** the Clerk confirmed that an ex VAT quote of £84.34 has been received to provide a replacement sign and fittings to specification. He added that in the light of recent correspondence it would appear that two signs are required therefore the cost will be approximately double. Purchase of two signs was **AGREED** by all members. Cllr Hogg pointed out that some attention will also be required to the posts on which the signs sit. **ACTION:** Clerk to arrange the purchase of two signs, Cllrs Hogg and Howson to reset the posts as necessary.
- c. **Proposed repair of a broken climbing net at the Beckside Play Area-** the Clerk explained that this issue had arisen following a report of a minor incident by a member of the public. The Clerk asked Streetscape to quote for various alternative repair options but they had been unable to do so at this time. Cllr Howson reported that there were also a few issues with other equipment there not being in full working order. After discussion, all members **AGREED** that Cllrs Howson and Hogg will attempt to effect suitable repairs and report back to members on progress made. **ACTION:** Cllrs Howson and Hogg to review all equipment and take appropriate action.

## 10. Aberford vegetation maintenance projects

Although unable to attend the meeting on this occasion, Cllr Bodey had provided a written update of each of the ongoing projects as below;

- a. **Highfield Road community garden project-** representatives (KD, NG and DB) from the PC met with Ward Cllr Matthew Robinson on Friday 17.9.21 to discuss the project. A positive meeting was held and Cllr Robinson was clear that we were in favour of the idea. Cllr Robinson promised to send through contacts at the Arium so that we can discuss the plans in more details. During the meeting Cllr Robinson mentioned that there were not to be any trees, but given the community garden focus on the project Cllr Bodey felt that this view could perhaps be re-considered to allow for a couple of well positioned apple/pear/plum trees, as he felt that it would be lovely if people walked down to the area to watch the cows and could help themselves to a piece of fruit. Cllr Bodey was happy to take this suggestion back to Cllr Robinson for further discussion.
- b. **Clear up working party-** the Aberford in Bloom group have recently started to tidy up the area by the Cattle Lane bus stop. Cllr Bodey suggested that, since we have put out an advert seeking help, we should continue to focus on this area and help them complete the task. Cllr Bodey will contact Aberford in Bloom to explain and also asked that Parish Council members propose any further areas that need attention and he will make a list. He added that we have a proposed working party date in November (20th) to look at the next area for attention - potentially the Jubilee Field? Cllr Bodey added that he will aim to try and advertise this for a monthly meeting if the Parish Council is in favour.
- c. **Creation of a wildflower meadow-** Cllr Bodey confirmed that the Clerk has booked a rotavator for the weekend of the October 23/24 to dig over the wildflower meadow, and he thought that this could be the date for the October working party. He added that it would be great if as many Parish Council members as possible could come along to support the effort.

- d. **Planting North of the village-** Cllr Bodey said that he has received a report via Cllr Robinson and the LCC Highways team regarding planting north of the village on the grass verges. From initial reading it appears to be a little bit more limiting than Cllr Bodey had hoped and he is in the process of trying to arrange a zoom call with the representatives to discuss in more detail.

The Clerk asked that all members review the above and provide feedback to Cllr Bodey as appropriate.

#### **11. Proposed closure of Aberford surgery**

The meeting was attended by Dr Andrew Robinson, the senior Garforth Practice GP, plus two representatives from Leeds CCG Primary Care integration, which is the body who will make the final decision on this matter.

Dr Robinson outlined the reasons behind the proposal, focusing in particular on the environment at the Aberford surgery, which he considers to be unsafe and not conducive to maintenance of proper infection control standards and adherence to social distancing requirements. Dr Robinson believes that the Garforth and Barwick surgeries and their supporting infrastructures will be able to absorb Aberford patient needs, including home visits where necessary.

The Parish Council representatives stressed the massive inconvenience that this proposal would lead to, especially for the elderly and infirm and those without their own transport, given the very limited public transport facilities available. They pointed out the difficulties in getting through to Garforth or Barwick surgeries by phone and also challenged the apparent assumption that closing down the present facilities will inevitably lead to the withdrawal of GP services in Aberford, pointing out that there are other premises potentially available for lease and also questioning why mobile or other replacement facilities could not be provided. The Primary Care representatives agreed that these are matters which should be given proper consideration and agreed to provide the Parish Council with a copy of their report when produced.

All parties agreed that it would be good if as many Aberford surgery users express their views and concerns via the survey process set up for this purpose. **ACTION:** Clerk to prepare a summary of the discussion and post on the website once in agreed form. The Communications sub group to make a suitable posting on the Aberford Forum.

#### **12. Aberford Newsletter**

Cllr Griffiths said that it is intended to issue the latest newsletter by December, therefore the document will need to go off for printing in November. She asked members to e-mail any items of interest for inclusion. **ACTION:** Cllrs to forward items for inclusion as appropriate.

#### **13. Christmas Lights 2021**

The clerk confirmed that a quote has been received from Leeds City Council for provision of Christmas lights in the usual way. He added that the ex VAT price is unchanged from 2020 at £1,395. After discussion all members agreed that the quote be accepted. **ACTION:** Clerk to confirm to LCC.

#### **14. Proposed 5G mast installation in Aberford**

Members noted that this issue has now emerged as a formal Planning Application and it was therefore deferred for inclusion in item 18 below.

#### **15. Ground Maintenance**

Councillor Hogg outlined to members the quotes received from Andy Fox for further ground maintenance activity this season. These were;

- to cut and top the war memorial hedge- £90.
- to cut the hedge to the wire fence and then pollard the rest low and lay the brush behind to create a dead hedge at the play field- £240.

- to strim the weeds down near the bus terminal, cut down self-seed trees and crown lift to head high trees on cut grass- £60.

In total £390. Cllrs Hogg and Howson felt that given the amount of work involved these were very fair prices. After discussion all members agreed that the quotes be accepted.

#### 16. Lotherton Lane verge cuttings

Cllr Hogg said that, arising from his follow up actions, it had emerged that LCC had omitted this from their summer cutting schedule. He confirmed that a cut has now been done and hopefully the 2022 schedule will be back to normal.

#### 17. Correspondence received

**a) Complaint from a resident concerning weeds on and adjacent to Aberford roads-** the Clerk confirmed that since this was originally raised some weeks ago he has been trying to get this actioned via LCC Parks department. A second complaint has now been received. **ACTION:** Clerk to again contact LCC parks to elicit action.

**b) Query from a resident regarding the process for getting a tree located on the grass verge outside his property pruned-** the Clerk confirmed that he had raised this issue with the normal LCC contact but then discovered that he was off sick. The Clerk has now been provided with an alternative contact and is awaiting a response. **ACTION:** Clerk to follow up.

**c) Follow up query from a resident concerning Highfield Road entry and exit-** the Clerk confirmed that this matter had been discussed with Ward Cllr Robinson in a site visit after a recent meeting in Aberford. Ward Cllr Robinson shared the concerns of the resident and indeed the Aberford councillors and undertook to look into what improvement actions might be taken. **ACTION:** Clerk to put this item on the October agenda for discussion with Ward Cllr Robinson.

#### 18. Planning matters

- To consider and comment on new planning applications/appeals

Planning/ Appeal ref	Address	Details
21/06657/FU/NE	Royal Oak Inn Main Street Aberford	Extension to existing garage to rear and new fence boundary  <b>The Parish Council have no objection to the garage extension but are concerned that the proposed fence at the front of the property is too high and will contravene local by laws.</b>
21/07290/DTM/NE	Land Adjacent To Main Street And 14A Haverthwaites Drive	Determination for installation of 18m phase 8 monopole C/W wrapround cabinet at base and associated ancillary works  <b>The Parish Council have no objection in principle to the installation of a 5g mast at an appropriate location within Aberford village. However, they consider that the proposed location is completely inappropriate and would have a severely adverse impact on the village. The proposed installation would ruin the ambience of the northern end of the village, spoiling the verges and dwarfing the nearby bungalows. The Parish Council believe that there are a</b>

		<b>number of alternative sites on the edges of the village which would be more suitable</b>
21/07005/FU/E	NWG Bio Energy Ltd Anaerobic Digestion Plant Ridge Road Farm	21/07005/FU/E For: Variation of conditions 21No. (Feedstock Tonnage), 23No. (Delivery Times) and removal of condition 26No. (Storage Lagoon) to previously approved planning application 15/04960/FU  <b>The Parish Council note these proposed variations. They are concerned about the possible impact on the village of earlier delivery times and/or heavier loads</b>
21/05990/FU/NE	9 St Johns Close Aberford Leeds	Single storey side and rear extension; fence to rear and two new parking bays to front  <b>No adverse comments made</b>

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

<b>Planning/ Appeal ref</b>	<b>Address</b>	<b>Details</b>
21/02033/FU/NE	London House Main Street Aberford	Refurbish the ancillary building to the rear of the dwelling; including new pitched roof over existing flat roof, replacement of existing corrugated metal sheets with slate, new roof lights and repair of existing render.  <b>APPROVED 6.9.21</b>
21/02635/FU/NE	Rowan Lodge Cattle Lane Aberford	Retrospective application for wrought iron railings on top of stone boundary wall facing Cattle Lane  <b>REFUSED 13.8.21</b>

## 19. Finance

- To **note** the balances in the Parish Council's accounts- **NOTED** as per attached bank reconciliation.
- To **approve** the bank reconciliation as at 31.8.2021- **RESOLVED** (attached).
- To **note** income received and **approve** the Accounts for Payment- **RESOLVED** (attached).
- To **approve** the insurance renewal for 2021/22 at £1,465.36- **RESOLVED**.

## 20. Future Agenda Items

- Visit of Ward Cllr Matthew Robinson**- members noted that Ward Cllr Robinson will attend the October meeting. The clerk suggested that he put together an agenda of items for discussion and that a slot be set aside for this purpose at the start of the meeting. This was **AGREED** by all members. **ACTION:** Members to advise the Clerk of items for inclusion. Clerk to put together a sub agenda and advise Ward Cllr Robinson accordingly.

- b. **Budget for 2022/23**- members discussed the timescale for production of the draft 2022/23 budget. After due consideration it was agreed that the clerk will prepare the usual quarterly update for review in the October meeting. A separate session will then be agreed with the Finance committee.

#### **21. Matters for Information**

- Cllr Dunwell confirmed that he has arranged a meeting of the litter picking team on Sunday 26<sup>th</sup> September. Cllr Griffiths said that she will provide some cakes from the Village Hall café stocks if any remain after the next opening.
- Cllr Griffiths confirmed that the Village Hall café has reopened on Fridays as before. She asked the Clerk to put a suitable entry on the Website.
- Cllr Hogg was concerned that a number of items requested in correspondence have not been actioned, for example the posting of an item onto the Aberford Forum concerning the proposed Aberford surgery closure. He felt it was important that relevant sub group members agreed between themselves who would action specific items. The Clerk also commented that it would be helpful to him if all members tried to find a few minutes each day to review their PC e-mails, as this is his principal vehicle for communicating information and requests for action to multiple people.

The Clerk confirmed that the next meeting is scheduled for Tuesday 19<sup>th</sup> October, commencement time to be agreed in view of the visit from Ward Cllr Robinson. 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 19

### Bank Reconciliation

**Aberford and District Parish Council**

**For the period 1 August 2021 - 31 August 2021**

Prepared by Peter Wigglesworth, Clerk to the Parish Council

Date: 15.9.21

Approved by the Parish Council

Date: 21.9.21

#### **Balance per bank statements as at 31 August 2021**

	£	£
Current Account	141.14	
Revenue Reserve	46,680.85	
Capital Reserve	11,500.91	
Beckside Play Area Ground Resurfacing Fund	7,500.56	
		<u>65,823.46</u>

Less uncleared cheques at 31 August 2021:

0.00

**Net bank balances as at 31 August 2021**

**65,823.46**

**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 2021	66,789.29
Add receipts 1 August 2021 to 31 August 2021	0.00
Less payments for 1 August 2021 to 31 August 2021	<u>-965.83</u>
<b>Closing balance per cash book as at 31 August 2021</b>	<b>65,823.46</b>

#### Income

**Date**    **Details**

No receipts August 2021

#### **Accounts for payment:**

<b>Chq no.</b>	<b>Details</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
EFT	P Wigglesworth - salary Sept 21	347.13		347.13
EFT	P Wigglesworth expenses to 15.9.2021- purchase of ink/paper (£37.70), mobile top up (£10.00) home allowance (£18)	57.76	7.94	65.70
EFT	Insurance renewal for the period 1.10.21 to 30.9.21	1,465.36		1,465.36
<b>Total payments 12.08.21 - 16.09.21</b>		<u>1,870.25</u>	<u>7.94</u>	<u><b>1,878.19</b></u>