

ABERFORD AND DISTRICT PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 15th August 2023.

Meeting held in the Oriel Room, St Ricarius church, Aberford Main Street, commencing at 7.30 pm.

Present: Cllr Mike Oakes (Chair) Cllr Nancy Griffiths
Cllr Ruth Reed Cllr Tyler Wilson
Cllr Sarah Bradley Cllr Chris Taylor
Cllr Phil Labbett

In attendance: Mr Peter Wigglesworth (Clerk/RFO)**
Two members of the public

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. Minutes of the Parish Council Meetings held on 18th July 2023

RESOLVED: To approve the minutes of the Parish Council monthly meeting held in the Oriel room on 18th July 2023 and to sign as a correct record. **ACTION:** To be signed by the Chair.

4. Public Participation

A member of the public had submitted an e-mail to the Parish Council concerning improvement actions required in the village. There were two items of immediate concern:

- a) Removal of a tree stump from Pump Hill- one member of the public offered to remove this free of charge, this was **AGREED** by all members.
- b) Attention to newly installed fencing on Pump Hill- Cllr Bradley will arrange for the fence to be inspected and rectified as appropriate by the contractor.

Cllr Oakes advised the member of the public (who was in attendance) that as the e-mail had only been received that day the other issues raised would be considered at the next Parish Council meeting. **ACTION:** Clerk to post a website entry confirming the deadline for inclusion of items on the monthly meeting agenda.

5. Crime & Security

- a. The clerk advised that there were six reported crimes in the Parish in June per the Police UK database, five within Aberford village and one on or near Lotherton Lane. He went on to confirm that, for all crimes, investigations were either ongoing or had been completed, no prosecutions have been made.

6. Projects update

a. Website Upgrade

Cllr Oakes said that initial work has been completed on the Website by Lazenby Brown Digital Limited and a link provided to view the work undertaken thus far in a "sandbox" version. **ACTION:** Clerk to circulate to all Councillors for comments.

b. Purchase and Installation of upgraded speed signs

The Clerk advised that LCC have requested and been advised of the required placing of the SID installations. Members were concerned that no further advice on progress has been received. **ACTION:** Clerk to send a reminder to LCC.

c. Aberford Green Spaces initiatives

Cllr Griffiths asked the clerk to arrange for the Wildflower meadow to be cut in late August and for the cut waste to be raked and removed. **ACTION:** Clerk to speak with Andy Fox.

d. **Request for LCC assistance on removal of green waste**

The Clerk advised that funding of £260 had been agreed by LCC which will leave £50 to be funded from Parish Council resources once VAT has been recovered. The clerk was asked whether it would be possible to increase the amount of grant received but the clerk stated that he had already made this request but had been advised that no further funding would be available for this project due to budget pressure on MICE funds at the present time. Members **AGREED** that any shortfall would be funded by the Parish Council.

7. **Leeds Fest 2023**

Cllr Bradley said that the Festival Republic letter has now been sent to all Aberford residents. She confirmed that the Aberford main street road closure near the motorway flyover will this year be a complete hard closure with no traffic exceptions. Members commented that the signage put in place in and around the village make the position clear for Festival traffic. Cllr Bradley also confirmed that the local residents information website is now live.

The clerk advised that tickets will be sent out by Festival Republic to successful ballot applicants to arrive by Friday 18th August.

8. **Hanging Baskets**

Cllr Oakes said that the baskets are in place, however labelling changes are still to be done due to the recent adverse weather. Members commented that the baskets seem to be of a particularly high standard this year.

9. **Grants to be awarded**

There were no new items. Cllr Oakes commented on the agreement recorded at the last meeting for £1,000 to be granted to support the proposed Village Hall centenary event. He confirmed that this can be paid once the supporting documents detailing income and expenditure for the event are provided to the clerk, along with the appropriate bank details.

10. **Christmas lights 2023**

Cllr Bradley said that plans are moving forward with the LCC lights department to put the new Xmas lights in place. The clerk confirmed that verbal confirmation of the £3,000 LCC grant has been received although nothing has yet been received in writing. He added that, subject to this and following the £2,000 contribution from Community Illuminations Aberford, the balance of the proposed net project cost of £7,980 can be covered from the Parish Council budget earmarked for this purpose. **ACTION:** Clerk to chase written confirmation of the LCC grant.

Cllr Bradley further advised that with the Arabian Horse being closed at present she is exploring the possibility of installations in the Churchyard and also events being held at the Village Hall which might involve a small temporary road closure. Members all **AGREED** with these proposals.

11. **Traffic/Parking issues, Aberford Main Street**

The clerk took members through the response he had received from Ward Cllr Robinson to the points raised at the last meeting. Members were disappointed to note that no further progress had been made with the proposed removal and replacement of the build out installations on Aberford Main Street. **ACTION:** Clerk to follow up.

12. **Network Rail letter re compulsory land purchase**

Cllr Oakes referred to the information circulated to Members regarding the proposed Compulsory Purchase by Network Rail of a number of pieces of land to facilitate work on the Transpennine line between Leeds and Micklefield. This includes a couple of areas within the Aberford Parish.

After discussion all members **AGREED** that whilst there may be some temporary disruption during the proposed bridge works there are no matters which require a specific response to the proposals. In response to a comment from Cllr Wilson regarding compensatory funding, Cllr Oakes asked the clerk to investigate whether these purchases might qualify for CIL funding. **ACTION:** Clerk to follow up.

13. Correspondence received

An e-mail had been received from a resident of Baldwin's Gate in Newcastle Under Lyme concerning a planning inspector's recent decision to allow an appeal for outline planning permission for 200 homes on greenfield land at Baldwin's Gate farm. Councillors were concerned that this decision might establish a precedent which could affect the Aberford Parish. After discussion, it was agreed that the Parish Council should write to our local MP, as the Baldwin's Gate resident had done to theirs, and Cllr Wilson undertook to draft and circulate a suitable letter.

14. Planning matters

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

Planning/ Appeal ref	Address	Details
23/04073/FU/NE	Yew Trees Main Street Aberford	One block of three garages with storage area above with link extension to main building The Parish Council have no objection to the proposal, with the firm proviso that the hedge/trees between the boundary wall on the bridge and the site remain in place to completely hide the proposed development thereby retaining the present visual aspect.
23/04532/FU/NE	Yew Trees Main Street Aberford	Retrospective application for installation of UPVC framed double glazed windows and doors to office NO ADVERSE COMMENTS

- b. To note the outcome of previous planning applications/appeals

Planning/ Appeal ref	Address	Details
23/01484/FU/NW	Fernlee House Field Lane Aberford	Retrospective application for new dormer window with juliet balcony to rear; new rooflights to front APPROVED 10.7.23
23/03069/FU/NE	Foxglove House Bunkers Hill Aberford	Two storey part single storey side extension APPROVED 1.8.23

During a general discussion on the planning approval process, Cllr Oakes reminded all Members that, whilst the Planning Sub-Group take the lead in recommending an appropriate response to Leeds City Council, all Members can express their own view on any planning proposal and the decision is ultimately made collectively by all Councillors who attend the Parish Council meeting at which the application is considered.

15. Finance update

- 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 31.7.2023- **RESOLVED** (attached).
- c. To **NOTE** income received and **APPROVE** the Accounts for Payment- **RESOLVED** (attached).
- d. To **NOTE** that PKF Littlejohn have concluded their review of the 2022/23 accounts and have signed the External Auditor Certificate without comment. It was **AGREED** by all that the charge to members of the public for copies of the Annual Return will remain at £2.50. The clerk also confirmed that the notice will be published before the deadline of 30.9.23.

16. Matters for Information

Cllr Wilson asked about the unwanted galvanised steel car parking barriers offered by Barwick & Scholes Parish Council. The clerk advised that these have now been claimed.

Cllr Wilson referred to the task he had taken on in April to look into possible links with nearby parishes within the new North Yorkshire unitary authority. By way of update, he advised that nothing worthwhile had materialised to date, but he continued to explore possibilities.

Cllr Griffiths advised Members that the future of the weekly Community café is uncertain due to a proposed increase in the rental charge for Aberford village hall for each Friday café session. She advised that this increase would make the facility uneconomic to operate.

Cllr Oakes confirmed that the Asset of Community Value application in respect of the Arabian Horse building had been approved by Leeds City Council. He added that the agreement contains a clause stating that the six months moratorium period would only apply if the Parish Council confirmed an intention to bid to buy the property within 6 weeks of notification that the property owner wishes to dispose of the property. Cllr Oakes said that he will be contacting LCC to clarify exactly what this would require in practice.

Cllr Oakes advised Members of his intention to leave the Parish Council after the October 2023 meeting. He said that further information on the process of appointing a new Chair is being sought and an update will be provided at the September Parish Council meeting.

There being no further points to raise, Cllr Oakes closed the meeting at 8.45pm.

Minute 15

Bank Reconciliation Aberford and District Parish Council For the period 1 July 2023 - 31 July 2023

Prepared by Peter Wigglesworth, Clerk to the Parish Council

Date: 9.8.23

Approved by the Parish Council

Date: 15.8.23

Balance per bank statements as at 30 June 2023

	£	£
Current Account	91.39	
Revenue Reserve	69,628.88	
Capital Reserve (for speed signs)	7042.63	
CIL reserve	6209.31	
Beckside Play Area Refurbishment Fund	8048.08	
		<hr/>
		91,020.29

Less uncleared cheques at 31 July 2023:

0.00

Net bank balances as at 31 July 2023

91,020.29

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

CASH BOOK

Opening balance as at 1 July 2023	90,358.07
Add receipts 1 July 2023 to 31 July 2023:	2,025.00
Less payments for 1 July 2023 to 31 July 2023	-1,362.78
Closing balance per cash book as at 31 July 2023	<hr/> 91,020.29

Amounts received:

Date	Details	Net	VAT	Total
24.7.23	CIA contribution to Xmas lights	2,000.00	0.00	2,000.00
24.7.23	Hanging basket receipt	25.00	0.00	25.00
	Total receipts July 2023	2025.00	0.00	2,025.00

Accounts for payment:

Chq no.	Details	Net	VAT	Total
EFT	P Wigglesworth - salary August 23	394.40	-	394.40
EFT	P Wigglesworth expenses to 9.8.2023- home allowance	22.00	-	22.00
EFT	Hire of Oriel Room, St Ricarius church@ £20 - 15/8/23	20.00	-	20.00
EFT	Annual Audit Fee to 31.3.2023	210.00	42.00	252.00
EFT	Payment to Taylored Trees for removal of dead tree on Pump Hill	240.00	-	240.00
	Total payments 14.07.22 - 11.08.22	886.40	42.00	928.40