

ABERFORD & DISTRICT PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 16th January 2024.

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

Present;

Councillors: Sarah Bradley (Chair), Nancy Griffiths, Bob Kitchen and Ruth Reed.

In attendance: Clerk to the Council; Barry Riley.

One member of the public.

Ward Councillor Matthew Robinson.

1. To receive and approve reasons for absence.

Councillor Wilson.

The reason for not attending was accepted.

2. Disclosure of Interests.

No interests were disclosed.

3. Minutes.

RESOLVED: The minutes of the 21st November 2024 Parish Council meeting were approved and signed by the Chair Councillor Bradley.

The minutes of 19th December 2024 Parish Council meeting, were subject to change prior to being approved and signed by the Chair Councillor Bradley.

4. Public Participation

a. No comments received.

b. Ward Councillor Robinson commented on the recently installed build out areas and was trying to ascertain from Leeds CC Officers if they were finalised or not, he reminded members that the intention of the scheme was to limit parking and reduce speeding, with the overriding intention of making Main Street a safer road (see minute 10. 21st November 2023).

Councillor Bradley commented that she had contacted Leeds CC Traffic Officer Nick Hunt about the meeting on Main Street and wanted to get the road situation sorted and action to be taken about the revised proposals (see minute 10. 21st November 2023).and removing one of the build outs at the top of the village and rectify the shoddy work.

Ward Councillor Robinson was still seeking confirmation about implementation of the 20mph zones and clarity on the speed limits. He was informed that the Chair and Clerk had visited a number of the lamppost installations at cul-de-sacs, following comments from residents about accessibility (see minute 12.). Also of concern was the number of lampposts installed on entry to the village via Bunkers Hill, he duly noted the comments.

Having discussed a funding request for the provision of a permanent 'Tommy', Ward Councillor Robinson commented that funding requests should be submitted in good time as not all requests would be approved.

With regard to the receipt of PACT meeting report (see minute 5.b.), he would contact the Police Officer to ensure the Clerk received copies of future meetings..

Members were informed that he had been contacted by Aberford Albion about a drainage problem, he duly noted a comment that the drains near the bridge needed attention.

Following comment about the provision of a street sweeper, a request was made for a regular schedule to be implemented or a date for when it would be in the village, so that it could be communicated to residents for them to remove their cars.

5. Crime & Security.

a. The latest crime report based on the Police.uk website.

<https://www.police.uk/your-area/west-yorkshire-police/leeds-north-east/>

b. The Clerk had attended the January 2024 PACT meeting held at the Harewood Estate. The report which covered the period from 28th September to present, had been circulated to members who were reminded that only the crime figures could be discussed in public.

c. The link for reporting non-emergency crimes or Anti-social behaviour is

www.westyorkshire.police.uk

d. Community Alert scheme.

<https://www.westyorkshire.police.uk/west-yorkshire-community-alert>

6. Projects update.

- a. It was agreed that confirmation be given to Lazenby Brown to migrate the website and email accounts over to the new hosting platform. The Clerk would confirm this to them and would distribute the new account passwords along with the webmail URL to Parish Councillors.
- b. Having reviewed the content of the existing Advisory/Sub/Working groups, it was agreed that they be known as one name that being Working Groups. The Clerk would prepare a document for discussion and approval for the next meeting.
- c. Councillor Kitchen wanted to establish what actions should be being carried out to ensure that the Neighbourhood Development Plan was being adhered to. It was agreed that this would be best served by creating a Working Group.

7. Traffic/Parking issues, Aberford Main Street.

Members duly noted what the explanations for planned highway maintenance and traffic engineering works were.

8. Village Hall Management Committee membership.

With regard to the appointment of a member of the Parish Council to the committee, it was agreed that Councillor Kitchen would be appointed and that Councillor Bradley would deputise when necessary.

9. Correspondence received.

- a. Having received the proposed Biodiversity Policy, it was agreed to adopt it with relevant amendments implemented where appropriate.
- b. Following discussion it was agreed that the Parish Council would not submit comments endorsing the franchising model for bus reform, but if members wanted to, they should do so as individuals.

10. Planning Matters.

- a. The following application was received with no comments or objections submitted.

Planning /Appeal Reference	Address	Details
23/06823/FU	Lotherton Hall Lotherton Lane Aberford	New soakaway and associated works to existing drainage system

- b. The following information was noted.

Planning /Appeal Reference	Address	Details
23/06133/FU	2 Greystones Close Aberford Leeds LS25 3AR	Retrospective subdivision of existing detached dwelling into three self contained flats Refused 13.12.23

- c. To planning log was NOTED.

11. Finance.

- a. The report on the receipts, payments and balances was **RECEIVED**.
- b. The bank reconciliations as at 31st December.2023 were **APPROVED**.
- c. The invoices for payment were **APPROVED**.

Date prepared	15th January 2024			
EFT Type	Details	Net	VAT	Total
BACS	B Riley- Clerk Salary	£457.30		£457.30
BACS	B Riley - Expenses - Phone	£10.00		£10.00
BACS	B Riley - Expenses - HP Ink	£8.32	£1.67	£9.99
BACS	B Riley - Home Allowance	£22.00		£22.00

BACS	Hire of Oriel Room, St Ricarius Church	£20.00		£20.00
BACS	HMRC	£282.20		£282.20
BACS	Autela Payroll Services	£45.48	£9.10	£54.58
BACS	Lazenby Brown Digital	£720.00	£144.00	£864.00
BACS	YLCA	£33.40		£33.40
S/Order		£0.00		£0.00
D/Debit	HSBC - Bank Charges	£8.50		£8.50
	Total Payments	£1,607.20	£154.77	£1,761.97

d. Following information received from the discussion group, it was confirmed and agreed that the Precept request for 2024 - 25 would be £23000.

e. The Clerk had reviewed the HP Instant Ink subscription for a 300-page plan and had concluded that the existing arrangement be reduced in the first instance to a 100-page plan, thereby reducing the cost. In due course further consideration would be given to ending the subscription and purchase ink as and when needed. Following discussion, it was agreed to pursue the above action.

12. Matters for Information.

The Clerk provided information concerning a report received about problems with gate access from a horse-riding group using the Becca Lane public footpath. It was confirmed to the group that the footpath was not part of the Parish Councils parish paths partnership agreement with Leeds City Council. The landowners had been made aware of the problem and would undertake work to resolve the problem.

Whilst it was encouraged that Parish Councillors attend appropriate training, if they did so they should confirm to the Clerk before incurring training costs and also confirm attendance. Following a number of posts that had been installed as part of the Leeds CC 20mph traffic restrictions, residents had reported access problems for those installed on the footpaths (see minute 4.b.). The Chair and Clerk had inspected some and identified one as problematic due to the overhanging hedge. This had been reported to the Ward Councillor.

A request had been received for the placement of a planter at the corner of Cattle Lane, however this would be a matter for Leeds CC to consider as it was their land.

A request had been received for more litter picking bags (see also minute 11. 19th December 2023), to be provided for the volunteer group, further consideration would need to be given to provide a collection point for the bags when filled.

Signed
Chair Aberford & District Parish Council

Date.....

The meeting closed at 9.09pm.