

ABERFORD & DISTRICT PARISH COUNCIL

**Minutes of the Parish Council meeting held on Tuesday 19th March 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, Ruth Reed and Chris Taylor.

In attendance: Clerk to the Council; Barry Riley.
2 members of the public.

1. To receive and approve reasons for absence.

Councillors, Labbett and Wilson.

The reasons for not attending were accepted.

2. Disclosure of Interests.

No interests were disclosed.

3. Minutes.

RESOLVED: The minutes of the previous Parish Council meeting were approved and signed by the Chair Councillor Bradley.

4. Public Participation

a. A member of the public commented on the condition of the play area (see minute 6.d.).

A resident provided information on the first Aberford Literature Festival, a new event for the village and surrounding communities which was taking place on Sunday 23rd June 2024 in the Village Hall during the afternoon and at the Arabian Horse public house in the early evening.

The resident was requested to submit an article that could be placed in the Spring newsletter.

b. Members had been circulated with information received from Ward Councillor Robinson stating that he was pursuing Leeds CC Officers for an update on the build -out areas being changed.

With regard to the 20mph poles reported, those signs that are 'repeaters' (smaller signs halfway down a road), these would be removed.

Where the signs are installed because of a speed limit change (e.g. leaving a 30mph speed limit and entering a 20mph area) there are rules that Leeds CC Highways have to follow on the size of sign, proximity and the change of speed/junction. These signs need to stay but where they have been poorly installed, these signs can be moved in negotiation with Ward Councillors and the Parish Council to make the location safer for pedestrians, those with prams and wheelchair users.

5. Crime & Security.

a. The Clerk reported that the latest crime report on the Police.uk website for Leeds North-East, showed ten crimes were reported in Aberford during January 2024.

There were six crimes involving violence and sexual offences, one public order offence, one theft, one crime involving drugs and one other crime not specified.

b. The Clerk informed members that he had attended the last Harewood Ward PACT meeting held in Thorne.

He had received the latest PACT report covering February to March, during which there were more crimes than the previous report. The report stated that there was no trend found in the figures but there were less residential burglaries.

The Clerk informed members that he had received an enquiry from the Police Sergeant responsible for arranging the PACT meetings, he wanted to know if Aberford had a venue for holding a meeting, although having suggested the Village Hall, it would not be suitable for the dates/times which were required. The Clerk would inform the Police Sergeant of the situation.

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. Having considered the request for changes to the website it was agreed not to do so, due in part to the extra work required resulting from additional pages that would be created and

the need for updating. However the existing Village Hall heading would be changed to Community Village Groups and include links to them.

b. Councillor Griffiths had now received the information on who were the sponsors of the Hanging Baskets. Following discussion it was agreed that a charge of £25 be requested from the sponsor. The Clerk would contact the Arium for the cost of the basket.

c. Having noted that the provision of services for pest control expires on 31st March, it was agreed to renew this for a further year.

d. It was agreed that an annual playground inspection be arranged with Sutcliffe Play and a quote be obtained for cleaning the equipment and surface.

The Clerk was asked to include the inspection of the gym apparatus for Becksides on the next agenda and to also contact Leeds CC Parks & Countryside about maintenance of the equipment and the supply of a new tennis net.

e. Having received the quotation for a permanent memorial. It was agreed that a 'Tommy' be obtained for a three-year seasonal hire, the Clerk would submit a grant application for a £1000.

7. Traffic/Parking issues, Aberford Main Street.

Councillor Bradley commented that she had contacted the Leeds CC Traffic Engineering Manager, Nick Hunt, reminding him about the conversation in November 2023, when he had started the consultation process for the work needed to change the build out areas on Main Street, to which he had not yet replied.

8. Correspondence received.

Having reviewed the request from the resident and the information received from Leeds CC for the removal of the Parish Council notice board and dog waste bag dispenser stand on land belonging to Ebor House, it was agreed to do so. The Clerk would inform the resident of the decision and suggest they were at liberty to remove the notice board as it was no longer required due to its condition. The dog waste bag dispenser was the responsibility of Leeds CC. The Clerk would contact the Parlington Estate to enquire about the placing of a new notice board on land nearby.

9. Planning Matters.

a. The following applications were received.

Applications

Planning Application /Appeal Reference	Address	Details
24/01189/FU	Ashdene, Field Lane, Aberford.	Single storey extension to rear; new garage to front; new window at first floor to rear.
24/01064/FU	Aberford Court, Main Street, Aberford.	Retrospective application for single storey side extension, with new gate which leads to side garden.

With regard to planning application 24/01189/FU, members had no adverse comments it was noted that the surrounding land on Field Lane embraces a Historic England Scheduled Monument (list number 1016952), therefore no building materials or construction vehicles should be stored or parked on this area during the work. The comments would be submitted.

b. The following information was noted.

Decisions.

Planning Application /Appeal Reference	Address	Details
23/04532/FU	Yew Trees Main Street Aberford	Retrospective application for installation of UPVC framed double glazed windows and doors to office. Refused 01.03.24

10. To receive a report from the Clerk or Councillors on any new or minor ongoing matters.

- a. Having considered a change to the Parish Council meeting time to 7.00pm, it was agreed to do so. This would start with the Annual Parish Council meeting in May.
- b. With reference to LGA 1972 Schedule 12 Paragraph 14, it was agreed that a date of 16th April 2024 at 7.00pm for the Annual Parish meeting.
- c. Having received the documents providing information on the number of tickets to be received for the Leeds Festival, the cost, how to apply for tickets and the draft application form, it was agreed to accept them subject to minor alterations in the wording. Both documents would be posted to the website from the 02nd April 2024. The draw for the tickets would take place in May 2024 on a date to be agreed.

11. Finance.

- a. The report on the receipts, payments and balances was **RECEIVED**.
- b. The bank reconciliations as at 29.02.2024 were **APPROVED**.
- c. The following invoices for payment and charges received were **APPROVED**.

Date prepared	15th March 2024		March	
EFT Type	Details	Net	VAT	Total
BACS	B Riley- Clerk Salary	£457.30		£457.30
BACS	B Riley - Home Allowance	£22.00		£22.00
BACS	HP Ink	£4.57	£0.92	£5.49
BACS	Giff Gaff - Mobile Phone	£10.00		£10.00
BACS	Range - Copier paper	£3.57	£0.72	£4.29
BACS	Hire of Oriel Room, St Ricarius Church	£20.00		£20.00
D/Debit	HSBC - Bank Charges	£8.00		£8.00
	Total Payments	£525.44	£1.64	£527.08

- d. It was agreed that Mr.Hopper, be appointed as the Internal Auditor.

The Clerk informed members that he had received a notification from the external auditors PKF Littlejohn, that the Parish Council had been selected for an intermediate review (part of a 5% sampling test). in addition to the usual basic review

12. Matters for Information.

An enquiry about how to complain about noise pollution would need to be reported directly to Leeds CC Environment.

Following the recent clearing of verge creep (see minute 11. 19th December 2023), the contractor appointed by Leeds CC, had arrived without notice and had complained about the waste being left in front of the wall along the length of the footpath, they were advised that it had been placed there such that it would compost/mulch down over time.

The contractor had also advised that they would be applying weedkiller along the full length of the wall along the footpath, which is open public land that is heavily used by residents, including those waking their dogs. Concern was raised if this was normal practice.

The Spring newsletter was due to be completed and issued.

Councillor Bradley had attended the Leeds Festival Working Party earlier that day, the arrangements introduced last year would remain with improved signage.

Councillor Reed asked the Clerk to also remind Councillor Robinson about the drains near the bridge had still not been attended to despite being reported at the January 2024 meeting.

Councillor Taylor commented on problems with moles on Field Lane.

The Clerk would contact the website provider about making some changes to the website but also report an increase in spurious emails.

Having provided information about employing someone to clean the village (known previously as a 'Lenghtsman'): Councillor Bradley asked members to give further consideration to the request.

13. Date of next meeting.

Resolved; that the next Parish Council meeting will be on 16th April 2024 at the Oriel Room, St Ricarius Church, Aberford.

14. Matters to be discussed at the exclusion of the public and press.

There were no matters discussed that required the exclusion of the public or press.

Signed
Chair Aberford & District Parish Council

Date.....

The meeting closed at 21.11pm.

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