

ABERFORD & DISTRICT PARISH COUNCIL

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

Meeting held in the Oriel Room, St Ricarius Church, Main Street, Aberford, commencing at 7.00pm.

Present;

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

In attendance: Clerk to the Council; Barry Riley.

3 members of the public.

Representatives from Northern PowerGrid.

Ward Councillor Robinson.

1.To receive and approve reasons for absence.

Councillor Labbett.

The reason for not attending was accepted.

2. Disclosure of Interests.

No interests were disclosed.

3. Minutes.

The minutes of the previous Parish Council meeting would be subject to change prior to approval. Councillor Kitchen requested that the wording at minute 11.g. where the Clerk had provided an explanation for the changes to the Asset Register, should state what the changes were. The Clerk stated that the changes were already noted on the Asset Register (posted to the website), detailing an explanation was not customary practice when writing minutes and therefore the reason for not doing so.

4. Public Participation

a. A member of the public commented on the village green fencing and had noticed that there were holes by the posts that had not been back filled. The contractors Atkinsons, would be contacted about the matter.

Representatives Jay Parmar (Customer Services Manager) and Martin Waddington (Resource Manager Engineering), from Northern PowerGrid were in attendance to provide information (and briefing packs containing information about how to contact them), on the causes of recent power cuts in the village and action to be taken to resolve them. It was acknowledged that Aberford had experienced more problems than other villages, which was due to how the network was operated. Comment was made about action that had and would be taken such as foot patrols, undertaking vegetation management, pole and line replacement and a planned helicopter inspection.

To enable improvements to be made would require planned interruptions to the power supply, as soon as they were able to they would notify the Parish Council and residents with more details and if and when Aberford would be impacted.

They were to have a customer service presence in Aberford on the 17th and 24th July between 10am to 2pm outside the Arabian Horse on Main Street and would be sending reminder texts to residents to increase awareness, this would be followed by writing to customers stating the actions they plan to take to improve the integrity and reliability of the local network.

Comment was made about not just attending the village through the day between 10am until 2pm when many residents are at work, but to consider a session one evening, the request was duly noted.

b.Ward Councillor Robinson thanked the representatives from Northern Power Grid for attending and taking a pro-active approach to resolving the problems. He asked that

compensation payments made should be transparent and that steps be taken to future proof the causes of disruption.

He also commented on the Vodafone mobile communications mast which was not working efficiently and that work needed to be carried out on it.

He commented on traffic matters relating to the village (see minute 7.).

Following recent comments in the national news concerning changes to planning law to enable a programme of housebuilding, site allocations could be affected and that may impact on Aberford. Ward Councillor Stephenson (who was responsible for planning), was aware of this and would provide comment on the situation in due course.

5. Crime & Security.

a. The Clerk reported that the latest crime report on the Police.uk website for Leeds North-East, had shown seven crimes were reported for April 2024, a decrease on the previous month, these were for burglary, public order offences, violence, sexual offences and two other crimes around the village.

b. The Clerk had received no information from the latest PACT meeting.

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. Members duly noted the information provided concerning the grass cutting schedules from Leeds CC Parks & Countryside and Grounds Maintenance.

Comment was made that the information did not provide enough information.

b. The Clerk informed members that following the quotes issued to contractors to carry out work on the playgrounds, the document provided highlighted that they were not prepared to carry out work on equipment that was not provided by them.

However, playground provider Kompan, had indicated that they would be prepared to do so, The Clerk was awaiting a quote from them.

Comment was made that the flower beds on Pump Hill were not planted, Councillor Kitchen explained that the Horticultural Society volunteer group had not had the opportunity to act. The Clerk was asked to add this matter to the next agenda.

7. Traffic/Parking issues, Aberford Main Street.

a. Councillor Robinson commented on work on the build out areas. He has spoken with the Leeds CC Highway Officer Chris Procter who said it was with the contractors, so he was waiting on a date to have the works done. A build out plan would be issued to the Clerk for circulation to members, it would also be issued to the residents affected.

Councillor Robinson informed all present that road safety measures were being introduced, which included the provision of lay-bys for Police cameras and that Aberford was being considered as a venue.

The Clerk reminded members to use the dedicated email address for Parish Councils in the Harewood Ward, for reporting highway matters that arise to Leeds CC, which would be added to the Aberford Highways tracker. If they had an update to the existing matters recorded in the tracker they could do so or inform the Clerk.

8. Correspondence received.

a. The information received from Northern PowerGrid and how problems are to be dealt with was discussed under agenda item 4.

b. Councillor Bradley would circulate the email to members she had received from the landowner following communication received from the resident who had raised concerns about the removal of trees from land next to Markham Cottages on Main

Street. The Clerk had contacted the resident and provided confirmation (and documentation), that the landowner had received planning permission to carry out the work.

9. Planning Matters.

- a. No applications or appeals received.
- b. The following decisions and appeals were received and noted.

Decisions

Planning Application /Appeal Reference	Address	Details
24/02114/LI	Pump Hill Cottage Main Street Aberford Leeds LS25 3AH	Listed building application for repairs to the west facing gable and re-roof. Approved 25.06.24
24/02522/FU	Silver Hill Farm Lotherton Lane Aberford Leeds LS25 3ED.	Demolition of timber dwelling and temporary farm office and erection of one agricultural workers dwelling and farm office with new entrance and landscaping. Approved 04.07.24

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

- a. The Clerk confirmed that he had now registered the defibrillator on 'The Circuit' the national defibrillator network.
- b. Having reviewed the previous decision to make available to the public all documents for the Parish Council meeting, it was unanimously agreed that only the following would be made available, planning documents, the monthly account report and the invoice payment list.

11. Finance.

- a. The report and content of the receipts, payments and balances was **RECEIVED** and agreed for appropriate governance.
- b. The bank reconciliations as at 30.06.2024 were **APPROVED**.
- c. Having reconsidered the application from Aberford in Bloom, it was agreed a grant of £500 be awarded.
- d. The following invoices for payment and charges received were **APPROVED**.

Date prepared	Jul-24			
EFT Type	Details	Net	VAT	Total
BACS	B Riley- Clerk Salary	£458.50		£458.50
BACS	B Riley - Home Allowance /Mileage	£22.00		£22.00
BACS	HP Ink	£4.57	£0.92	£5.49
BACS	Hire of Oriel Room, St Ricarius Church	£20.00		£20.00
BACS	Aberford in Bloom	£500.00		£500.00
BACS	A.Fox	£250.00		£250.00
BACS	HMRC	£338.80		£338.80

D/Debit	HSBC - Bank Charges	£8.00		£8.00
	Total Payments	£1,601.87	£0.92	£1,602.79

e. The quarterly account statement was duly noted.

f. Having considered the first draft of a Financial Risk Assessment provided by Councillor Kitchen (who had obtained the document from observing other Parish Councils), the Clerk commented that there were a number of inaccuracies within the content that did not relate to this Parish Council and how the risk was to be managed/controlled, were more explanations of the process or what would appear in a job description. The document was a risk assessment which the Clerk would expect to be presented to the Parish Council if requested by them from an auditor rather than it being a Risk Assessment Policy which the Clerk had provided at the previous meeting (see minute 11.d.). However following comment by Councillor Reed, he agreed that some information was of relevance which should be added to the policy. A second draft of a policy and a risk assessment would be provided for consideration.

g. Having received the Register of Assets 2024 – 25 document, it was agreed to approve and adopt them. The Clerk would post them on the web site.

12. Matters for Information.

A number of matters were discussed without further action to be taken.

13. Date of next meeting.

Resolved; that the next Parish Council meeting will be on 20th August 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 8.55pm.