

BRAMHOPE & CARLTON PARISH COUNCIL

MEETING OF THE VILLAGE MAINTENANCE GROUP

Tuesday April 5 2016, 6.00pm at the Robert Craven Memorial Hall

Present:

Cllr Simon Cooper
Cllr Martin Fogel
Cllr Diane Fox
Cllr Hilary Harris
Cllr Peter Lawson
Cllr Denis Johnson
Brian Taylor – Village Caretaker
Kate Fraser – Clerk
Nicola Woodward - Clerk

Apologies:

1) Matters arising from previous meetings

The removal of the goal posts at the recreation ground was confirmed as being temporary.

2) Work completed since 1 March 2016

- Repair of gutter on bus shelter at Puritan Chapel
- Removal of moss from bus shelter at St Giles
- Attended meetings at Chapel re heating
- Sand and paint writing slope at cemetery
- Removal of branches from fallen tree at the poplars to make safe
- Tidying up of car park
- Trim holly at the side of The Knoll
- Cleaned and painted noticeboards and added 2 new knobs to noticeboards at Hilton Grange and Carlton

3) BiB Report

BiB had submitted a report on their current activities which had been circulated prior to the meeting.

Items commented on:

The compost area at the Puritan Chapel – compost bagged up but still some branches to clear. This needs to be tidied up before service on 17 April. Cllr Lawson will raise this with BiB

Request to sow wild flowers in a grassy area – Agree in principle that an area at Jubilee copse could be used. The area should be marked out and should not interfere with grass cutting. VMG requested that BiB consult with the Parish Council to identify appropriate area prior to sowing seeds.

Refurbishment of 2000 Bench, Tredgold and Optician Benches – a quote, detailing the scope of work is required by the Parish Council prior to agreeing refurbishment as the benches are a Parish Council responsibility.

Refurbishment of Bramhope Signs – The Village Caretaker reported that the signs require professional refurbishment. This is the responsibility of the Parish Council as the suppliers of the signs.

4) Bramhope/Headingley Cricket Club

Cllr Johnson and the Clerk met the Secretary of the club. The club wish to play both 1st & 2nd teams at Bramhope due to the presence of the Pavilion. This would mean a match every Saturday. The club would like to improve the chairs and tables, and tidy up the outside. This would include painting the rail and power washing the exterior. The council will investigate the purchase of new furniture.

Further discussion took place about the removal of the goalposts. The Parish Council will contact the football team to inform them that the goalpost will be taken down before the first cricket match in April and re-instated mid August. The Parish Council will write to the Cricket Club to inform them that:

- Negotiations are taking place with the football club to re-instate the posts mid-August.
- The Village Caretaker will re-paint the handrail green
- The cricket club are welcome to power wash the Pavilion
- The fees for 2016 will be £850 for the year if they are paid for in full by 30 April 2016 or £50 per match.

The Village Caretaker will inspect the car park.

5) Update on Red Telephone Boxes

Cllr Fogel has formally written to CHT to adopt the phone box in Carlton and on Breary Lane. CHT would like to sell the council a defibrillator for the phone boxes. Heartsafe Communities, who work in alliance with Yorkshire Ambulance, have also been identified as an alternative supplier. They are slightly cheaper than CHT. A decision on the defibrillator will be made when the boxes have been formally adopted.

Cllr Flynn has contacted Cllr Fogel to seek approval for LCC to install a defibrillator at the Tredgold shops. This would be fully funded by LCC. Approval agreed. Cllr Fogel will inform Cllr Flynn and also ask which sites have been identified in Otley & Yeadon ward to establish if a site in Carlton has been considered.

6) Redundancy payment for Chapel Curator

It was agreed that the Parish Council would pay a redundancy payment to the Chapel Curator as the post is no longer required.

7) Annual appraisal for Village Caretaker

Cllr Cooper and the Clerk will undertake the annual appraisal on 13th April at 2.30pm in the Parish Council Office.

8) Request from Finance Group for a three year plan for future maintenance of council assets.

An assessment of maintenance costs over the next 3 years was discussed. The following figures were agreed.

- i) The Puritan Chapel - £100 per annum
- ii) Bus Shelters - £50 per annum
- iii) Car Park (Recreation ground) – Cllr Cooper to obtain quote for resurfacing and levelling.
- iv) Cemetery – replacement of hut - £2000 for this year only. (the budget for the Rotunda is already in place).
- v) Tree maintenance (Recreation Ground) - £2000 over 3 years

9) Parish Council exception reports

- a) Puritan Chapel** – Replacement sign at the Chapel to be completed within 2 weeks.
- b) Cemetery**– The matter of the replacement of the hut to be carried over to May's agenda. A working party will be required to dismantle the existing hut and arrangements made to erect the new hut.
- c) Cemetery** – new job to repaint the benches.

10) Recreation Property Reports

- b) Recreation Ground** – The Village Caretaker raised concerns that there are always fallen branches from the trees at the Recreation ground when he parks there each week. It was agreed that Adrian, TreeWorld should be asked to inspect the trees at the recreation ground to ascertain if any work needs to be carried out at this time.

9) Identify new jobs and agree budget

None

11) AOB

The Village Caretaker will open the Puritan Chapel for filming at 12 noon on 7th April. Cllr Fox will take over at 1.30pm and lock the Chapel. Cllr Lawson will open the chapel at 3.30pm and close it at the end of the Puritan Service on 17th April. LCC contacted the Clerk to advise they can unlock the Public Toilets at 7.00am and lock them up at 3.30pm. This was agreed as acceptable. A request is to be made for LCC to provide an opening times sign.

12) Date of Next Meeting - Tuesday 3 May 2016 at 6:00pm