

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at the Robert Craven Memorial Hall on 22 June 2016 at 7.30pm

PRESENT

Chairman: Simon Cooper (Chairman)

Councillors: Amanda Lawrence, Diane Fox, Marion Rider, John Howard, Peter Lawson, David Bryant, Billy Flynn, Hilary Harris (Vice Chairman, Denis Johnson, Anna Hollings

Nicola Woodward (Clerk)

97/16 TO RECEIVE APOLOGIES AND APPROVE REASONS OF ABSENCE

1.

Cllrs Martin Fogel, Rob Haswell, Marion Rider

98/16 DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST OR OTHER INTERESTS

2.

Cllr Cooper declared an interest in payment to Cllr Cooper (item 10.1).

99/16 MINUTES OF MEETING HELD ON 25 MAY 2016

3.

The minutes were proposed as a true record by Cllr Johnson, seconded by Cllr Fox and signed by the Chairman.

100/16 TO RECEIVE INFORMATION REGARDING ONGOING ISSUES AND DECIDE FURTHER ACTION WHERE NECESSARY

4.

4.1 A valuation has been received for land forming part of the garden 1 Parklands Gate. It was AGREED that the Clerk will write to the homeowner detailing the costs.

101/16 UPDATE FROM NEIGHBOURHOOD POLICE TEAM

5.

The Police were unable to attend in person but sent a report for the meeting.

No crime had been reported in Carlton.

Crime in Bramhope during the past 30 days;

There has been one theft from a garden on Old Lane, where Rattan furniture was stolen.

Residents on Church Hill have been sent a letter asking them not to park on the pavement, and also letters put on 3 cars that were parked on the pavement at the time police attended.

102/16 CHAIRMAN'S UPDATE

6.

There was no Chairman's update

103/16 CLERK'S REPORT

7.

The Clerk requested additional volunteers for Annual Property Inspection.

The accounts and audit documents have been published on the website and noticeboard to comply with legal requirements. They will be displayed until 15th July

It was AGREED that the Clerk will purchase a staple bar for the Chairman's chain to mark Cllr Johnsons term of office.

Leeds play network will host an event for local children at the Pavilion and recreation ground on the 12th August.

The Clerk reported that she had attended an informative induction event for new Clerks. Following the event the Clerk will undertake additional research to ensure that all legislation is being followed appropriately.

The Clerk met a representative from Leeds CC Festive Lights department to agree the location of two additional festive motifs on Eastgate. The motifs will be located on lamp post numbers 4 and 5.

The Clerk will be away from 11th to 12th July and 25th to 29th July.

The Clerk raised the poor state of repair of the Bramhope signs. Possible solutions are being explored.

104/16 CORRESPONDENCE

8.

- Reminder from the Pensions Regulator regarding auto-enrolment staging date. This is being dealt with by the Personnel Group.
- Pre-planning Application Consultation for the development of new telecommunications equipment in Arthington. No comments will be submitted.
- A request from First Steps Pre-school to present outline plans for having their own building within the school premises to gain PC support before going to any planning and design stages. The Parish Council policy is to not comment on pre-planning applications.
- Results of planning appeal for the Boston Spa development have been published. The appeal has been allowed and the full report is available.
- Police & Crime Plan Consultation – a request to complete a survey and encourage residents to do the same. The Clerk will place a link on the website for residents who wish to complete the survey.
- Housing Standards Development Plan – formal consultation will take place for 6 weeks from 23rd June 2016. Comments received will inform the preparation of a Publication Draft Housing Standards DPD.

105/16 UPDATE ON SUMMER FESTIVAL

9.

The Cabaret evening was well attended and received positive feedback. The raffle raised £316 which has been donated to Macmillan Cancer Care and Yorkshire Cancer Research. Thanks have been sent to local business for donating raffle prizes. The final festival event will be the history walk on Sunday 26th June.

106/16 FINANCE AND ADMINISTRATION

10.

10.1

Payments as per the schedule were proposed by Cllr Bryant, seconded by Cllr Johnson and approved by all.

10.2

The petty cash schedule was proposed by Cllr Fox, seconded by Cllr Harris and approved by all.

The Clerk raised that an amendment to the budget would be required for the pension start-up costs.

107/16 PLANNING AND ENFORCEMENT

11.

11.1 Planning Issues

The report from the Planning Group was ratified.

11.2 Enforcement Issues

There were no new enforcement issues.

108/16 VILLAGE MAINTENANCE GROUP

12.

12.1 The minutes of the group of 7 June 2016 were approved.

12.2 The cemetery shed had been sold but contact with the buyer has proved problematic. Replacement sheds were considered and a suitable replacement with a covered seating area has been identified. Planning permission for the replacement shed will be required as the Cemetery is in the Greenbelt. A budget was AGREED and it was RESOLVED that Planning Permission should be sought for the preferred option.

12.3 The grant for Bramhope in Bloom was proposed by Cllr Lawson, seconded by Cllr Howard and APPROVED by all. It was RESOLVED that the Finance group will produce an improved process for future grant applications.

109/16 COMMUNICATIONS GROUP REPORT

13.

The Summer Newsletter will be published during the first two weeks of August. The communications group are planning to make improvements to the website.

110/16 PERSONNEL GROUP REPORT

14. 1

Terms of reference for the Personnel group were discussed and APPROVED.

The Clerk left the room at 8.30pm.

14.2

The 2016 – 2018 National Salary Award was discussed.

The Clerk re-joined the room at 8.34pm.

14.3

It was proposed by Cllr Johnson and seconded by Cllr Lawson and AGREED by all that The People's Pension would be the Parish Council pension provider to comply with its legal obligations with regards to Automatic Enrolment.

110/16 LEEDS CITY COUNCIL UPDATE

15.

Highways Maintenance is proposing to mark yellow lines at Glenmore Court/Leeds Road junction. A request was made for additional information from the Highways Department.

112/16 CARLTON VILLAGE REPORT

16.

Chevin nurseries have closed down. There is no information at this time regarding future use of the site.

No further update has been received regarding the defibrillator for Carlton. Cllr Flynn will speak to Cllr Lay.

132/16 LIAISON GROUPS

17.

17.1 RCMH

The new caretaker is now in post and the kitchen installation has been completed.

17.2 BRAMHOPE PRIMARY SCHOOL

Cllr Harris has attended end of term events and will attend a strawberry tea to celebrate the outgoing head teacher's retirement.

The scarecrow hunt and summer fayre will take place on Saturday 25th June.

17.3 AIRPORT CONSULTATIVE COMMITTEE

Cllr Howard tabled a report from the quarterly Airport Consultative Committee, held on 16th June.

The West Yorkshire combined authority wish to create an integrated transport policy for West Yorkshire, Harrogate and York.

115 responses had been received following the consultation on the Airport Master Plan. A report is due to be published in October 2016.

A newly formed Airport Transport Committee has been formed which does not include representatives from Parish Councils.

A survey of airport noise and night flying has taken place. For the period May to October 2015 flights had increased by 3.8%. Only 0.2% of flights exceeded target noise levels. The number of night time flights had decreased by 20% from 2014.

For the period November 2015 to April 2016 aircraft movements decreased by 6.4%. Only 0.1% of flights exceeded the target noise levels.

The airport has invested in a new radar system.

133/16 PARISH ISSUES

18.

An issue with the volume and speed of vehicles leaving the school on Tredgold Garth and Crescent was raised. Cllr Flynn will speak to the Highways Department about installing speed measuring cables on the road.

The demolition of Rosemont flats has been delayed by a week. There has been agreement to use Heras fencing as requested by the Parish Council.

Cllr Harris requested a meeting of the Cemetery Committee to discuss the Rotunda project. Cllr Fox agreed to join the committee.

A discussion took place regarding Standing Orders. It was AGREED a review is require. This was referred to the Finance Group.

A request has been made by a resident to strim the grass near the bus stop adjacent to Cairns & Hickey to improve visibility.

There is some damage to the stone at Jubilee Copse, caused by the grass cutting. The Clerk will speak to the contractors and ask them to strim round the stone area rather than use heavy machinery.

134/16

18.

The date of the next meeting of the Parish Council will be Wednesday 27th July 2016 at 7.30pm

The meeting ended at 9.05pm