

# **BRAMHOPE & CARLTON PARISH COUNCIL**

## **MEETING OF THE VILLAGE MAINTENANCE COMMITTEE**

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

### **Present:**

Cllr Hilary Harris (Chair)  
Cllr David Bryant  
Cllr Diane Fox  
Cllr Denis Johnson  
Cllr Martin Fogel, Brian Taylor – Village Caretaker  
Nicola Woodward - Clerk

**1) To Receive apologies:** Cllr Peter Lawson, Cllr Simon Cooper

**2) To receive information on the ongoing issues and decide further action where necessary**

- 2.1 Pruning of shrubs at The Knoll. This work is outstanding. It was RESOLVED that the Clerk will follow this up.
- 2.2 Arrangements have been made for 2 additional festive motifs on Eastgate.
- 2.3 The sale of the cemetery shed was not completed. The shed will be re-advertised.

**3) Work completed since 7 June 2016**

- 3.1 Weed killer has been applied at The Cross and the Cemetery
- 3.2 Overhanging shrubs have been pruned at The Knoll/Parklands Gate Path and the footpath from Breary Lane to Leeds Road
- 3.3 The path between Parklands Walk and the main path from Parklands to Moor Road has been strimmed
- 3.4 Emptying of dog bins.

**4) To receive BiB Report**

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

Items commented on:

- 4.1 2000 Bench on Breary Lane: It was RESOVLED that the Clerk will arrange for the bench to be refurbished.
- 4.2 Refurbishment of the Bramhope signs: A quote has been received for the refurbishment of the signs. The manufacturer of the signs will also be contacted regarding their repair.
- 4.3 Bramhope in Bloom judges tea – members of VMC are invited to the judge's tea on 12<sup>th</sup> July
- 4.4 Two additional benches have been identified as possibly requiring replacement or refurbishment on Leeds Road. An inspection of the benches will take place prior to the next VMC for further discussion.

**5) To receive the Annual Property Inspection report**

The Annual Property inspection took place on the 29<sup>th</sup> June. The report was circulated prior to the meeting. Actions arising and RESOVLED from the report are:

- 5.1 The white lines on the steps at the Puritan Chapel need repainting. The Village Caretaker will attend to this.
- 5.2 Cleaning of the pews will be required prior to the next event.
- 5.3 The John Walker pew requires repainting. Cllr Fox will refer to a report on the chapel to ascertain the type of paint required.
- 5.4 The mastic on some of the windows at the chapel requires replacement. Cllr Lawson and Cllr Cooper will research and action this.
- 5.5 Two pot holes in the car park require attention. The Village Caretaker will attend to this.
- 5.6 Weeds in the car park require attention. The Village caretaker will attend to this.
- 5.7 The Clerk will speak to patrons of the Recreation area regarding the fridge.
- 5.8 The pole for the loft ladder in the Pavilion needs replacing if it can't be located
- 5.9 The electrics and small electrical appliances in the Pavilion require testing. The Clerk will obtain a quote for the work.
- 5.10 The goalpost requires stabilising. The Village Caretaker will attend to this.
- 5.11 One of the memorial benches at the recreation ground is in an unrepairable state. The Clerk will try and find the owners to discuss this matter.
- 5.12 The grass verge outside the field on Harrogate Road is muddy and rutted due to cars parking on it. The Clerk will approach LCC to make a request to put up a barrier to prevent parking outside the designated layby.
- 5.13 Carlton Water hole requires the weeds to be strimmed. The Village Caretaker will attend to this.
- 5.14 There is a slab missing and one loose slab at the Memorial Garden. The Village Caretaker will inspect the area and report back to VMC.
- 5.16 The shelter at The Knoll requires cleaning inside. The Clerk will speak to the window cleaner.
- 5.17 The 11<sup>th</sup> step from the bottom at The Knoll rocks slightly. The Village Caretaker will inspect this.
- 5.18 The sign at The Knoll requires cleaning inside. The Village Caretaker will attend to this if possible.
- 5.19 The silt building up in the grate at Jubilee Copse will be removed by the Village Caretaker.
- 5.20 The stone at Jubilee Copse has been damaged. This is due to be repaired.

**6) To resolve the actions required for the Bramhope Signs and 2000 bench at Breary Lane.**

This item was dealt with under the BiB report agenda item.

**7) Parish Council Litter Bins**

7.1 It was noted on the property inspection that some of the 'heritage' litter bins purchased by the Parish Council are in a poor state of repair. Details of the original supplier will be sought.

**8) Parish Council exception reports**

- a) **Red Telephone Boxes** - The contract has not yet arrived from CHT. A grant towards the cost of installing a defibrillator in the Carlton Phone box has been offered by Otley TC. Further discussion will take place with Otley TC regarding the installation of a defibrillator.
- b) **All other properties** – were covered by the annual inspection report.

**9) Properties Exception Report**

**9.1 The Recreation Ground**

It was agreed that the matter of replacement goal posts for the recreation ground be added to the agenda for the next Full Parish Council meeting.

9.2 The gap in the fence at the recreation ground has been re-instated. It was raised that this should have been replaced with a drop down barrier as previously agreed. It was RESOVLED that the Clerk will make arrangements for this to be rectified.

**10) Identify new jobs and agree budget**

There were no new jobs identified in addition to the above.

**11) AOB**

None

**12) Date of Next Meeting - Tuesday 2<sup>nd</sup> August 2016 at 6:00pm**