

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at the Bramhope Village Hall on 25th January 2017 at
7.30pm

PRESENT

Chairman: Simon Cooper

Councillors : Hilary Harris (Vice chairman), Anna Hollings, Diane Fox, Peter Lawson, David Bryant, Martin Fogel, Billy Flynn, Rob Haswell, John Howard & Marion Rider, Amanda Lawrence.
Nicola Woodward (Clerk)

5/17 APOLOGIES

1.

To receive apologies and approve reasons of absence

Apologies received from Cllr Denis Johnson

6/17 Declarations of disclosable pecuniary interest or other interests

2.

There were no declarations of interest.

7/17 To confirm the minutes of the meeting held on 23rd November 2016 and the extra-ordinary Parish Council Meeting held on 12th January 2017

3.

The minutes for the 23rd November 2016 were PROPOSED as a true record by Cllr Bryan and seconded by Cllr Fox and AGREED by ALL. The minutes for the 12th January 2017 were proposed as a true record by Cllr Bryan and seconded by Cllr Fox and AGREED by ALL.

8/17 To discuss the planning permission for the Miller Homes Development of 370 homes at Breary Lane East, Bramhope and to agree the Parish Council's comments and actions.

4.

Leeds City Planning Officers, Carol Cunningham and Andy Thickett attended the meeting to respond to questions and comments from the Parish Council. Details of the questions asked and the responses can be found below. Comments/responses from the LCC planners are indicated in italics.

Q1 Full planning application or straight to reserved matters?

Currently it is not known whether or not Miller Homes will submit a full planning application or go straight to reserved matters. In any either event the consultation would be the same and the public will be able to make their comments. In addition a development of this size would normally be dealt with by the appropriate Planning panel made up of LCC Councillors, rather than by the Planning Department. To date LCC Planning Department have not had any contact from Miller Homes. Miller Homes could make a pre-application enquiry, a reserved matters application or a full application.

Q2 Time allowed for comments/objections

If it is a full planning application how long for objections/comments?

The normal timescale of 21 days for objections/comments would apply for both a full application or reserved matters.

Q3 Grounds for comments/objection

Comments/objections can be made on the aspects below?

- Access
- Appearance
- Landscaping
- Layout
- Scale

- *Convenience store*

There are no specific policies relating to the provision of a retail outlet; however the Inspector indicated that a retail outlet would be required to make the site sustainable.

Q4

Buffer zone planting

The Parish Council highlighted that a minimum buffer zone of 5 metres including semi mature trees 5-6m in height, to be retained, not removed by residents should be included as part of the scheme.

The LCC Ecologist may ask for a buffer along other boundaries.

(Note – Householder Design Guide p.40 – N24 refers to landscaping to deal with the transition between development and open land(in the green belt but no distances are given of the width of any transition/buffer).

Q5

Foot path through Spring Wood

Request for removal of footpath (Policy G8 &G9).

Any footpaths should be round the edge, outside the wood.

The LCC Ecologist was against the path through Spring Wood at outline planning stage.

Q6

Field to north of Spring Wood

Request to expand Spring Wood on northern boundary rather than allotments.

(Policy G1 & G2 G9, N24/25, N32)

This would be an area for discussion with the developer. Planting trees is a possible option here.

Q7

Field to south of Springwood - Ponds

Need to prevent possible flooding downstream

Link to use of permeable and semi permeable surfaces.

Pond safety concerns

Specialist LCC drainage officers will visit the site to determine whether the drainage suggested will be adequate. The drainage officers did not raise objection at the outline stage. Yorkshire Water controls the main sewers. It is common for ponds or underground tanks to be used on new developments to store water to release slowly into the sewers.

Q8

Spring Wood Buffer (condition 17)

The Parish Council requested a 15 meter buffer as recommended by Natural England.

A buffer of 10 meters by Spring Wood would be considered acceptable by LCC Planning. The UDP Policy N24 indicates that developments adjoining the green belt should have a buffer zone.

Q9

Retention of existing trees hedges and bushes (condition 29a/b)

Request that all hedges and tree on site should be retained or replaced if unhealthy.

Who will map or record the existing bushes/trees?

Who will commission and undertake the required the tree care plan?

Who will be responsible for monitoring the retention and reporting any damage? (condition 30 a & 30c)

The developer will be responsible for obtaining an arboriculture survey by a reputable expert. The trees/hedges will be given a quality rating and only those rated C or U will be removed. Those rated A or B will remain. This will be monitored by the tree officer and consideration will be given to existing trees and hedges.

Q10

Permeable and semi-permeable surfaces (condition 28)

Request for use of permeable and semi-permeable surfaces rather than permeable on paths and drives.

LCC would look for permeable or semi-permeable surfaces to be used on driveways. The target for new development is not to have any additional surface run off from the site than if it remained a green field site.

Q11 Lighting/light pollution

Green corridor along northern boundary to link area of duck pond and Spring Wood & kept a dark area to aid bat commuting.

Bat friendly lighting in all parts of the site.

Lowest number of lights and lowest in height possible

Low level posts on cycle ways and footpaths

Heritage style lighting.

The majority of the roads within the development will be adopted by LCC Highways, therefore will be lit. Modern street lighting is more controllable and with careful design of lighting light pollution can be kept to a minimum. The LCC Ecologist would also be involved in issues regarding lighting and maintaining a habitat for bats. Waist height lighting would be dependent on whether paths are being used for leisure purposes or as a route through the development.

Q12 Boundaries with houses in the CA

New houses no closer than 15m (5m buffer + 10m back gardens of new houses) from back boundaries of gardens of houses in CA.

The distances window to window are lounge to lounge, a minimum of 21 metres; lounge to bedroom is 18 metres. The minimum garden length must be 10.5 metres.

Q13 Roof heights

Adjacent to CA and all other boundaries 2 storeys.

2 ½ storeys at centre of site.

3 storeys unacceptable?

The height of houses has not been discussed but it would be logical for the developer to put two storey houses at the edge of the development. Most developers are moving away from 3 storey houses as they are currently not as desirable as two storey houses.

Q14 House elevations – design

To compliment adjoining CA – not discussed.

Q15 Design, materials for walls, fences, screening and boundaries (condition 24)

Request for retention, repair/reconstruction of all stone walls on the site, at southern boundary with A660 and by duck pond on northern boundary.

Frontage of development should be in keeping with the area, hedging retained. Development in style of village with green verges and trees

Request for details of walls fences boundaries etc., at front, rear and side of properties

This would be an area for discussion with the developer.

Design, materials for other boundaries were not discussed.

Q16 Convenience store

Outline permission given for up to 418 sqm

(for reference 1 tennis court = 260.75sqm 1½ tennis courts= 391.125sqm)

Is it likely to be the maximum size allowed?

Does the site meet with the Core Strategy policies?

Permission given for a store larger than in Policy P4. Relevance of Policy P4 or Policy P5?

Core Strategy Para 5.3.20 direct towards local centres rather than following a market share approach.

Does there have to be a convenience store at this site?

Concerns over light pollution from the store.

The convenience store has been included in the application to make the site sustainable (i.e. people will be able to walk to a shop). The Inspectors report refers to the shop making the site sustainable. Originally the size of the store was larger but this has been reduced. This is an area for discussion with developers who may not oppose the removal of the store. Comments on the convenience store can be included in comments on the planning application.

Q17 Bus stops/shelters

Request for new ones to be in style of existing, any rebuilding to be in same style
PC will accept ownership of any new shelters.

A sum of money (£40k approx.) has been put aside as part of the S106 agreement to provide bus shelters and real time information at bus stops. The bus shelters will be built by LCC as part of the highways works so there will be more control over them. Stone shelters will be an area for negotiation with the developer.

Q18 Timing of development

Request for estimated timetable

Building is likely to start before the end of the year.

Q19 Superfast broadband

Request provision on new estate and on 'The Trees' area of Bramhope.

There is no policy that requires new developments to have an adequate broadband connection. This is an area of negotiation with the developer.

Q20 Roundabout/access to the site (condition 18)

Condition 18 states to be implemented before first occupation of a dwelling or the convenience store?

Temporary form of site access until first occupation?

Decision on the roundabout now part of reserved matters?

Site of the roundabout/access has this been decided or still for discussion?

Roundabout at the end of the Poplars would need mitigating traffic management on minor roads in the village.

Could another form of access be considered?

Lighting and signage at access point?

The access to the site is required before the first occupation, so the proposed roundabout would probably be built during the first phase of the development, but the timing is undecided currently. There will be a temporary site entrance from the A660, near the location of the proposed roundabout. LCC have studied the location of the roundabout and have identified the end of The Poplars as the most suitable location in terms of width of road, disruption to the flow of traffic. Other sites were considered but would not meet the required standards for a roundabout.

Highway works will be designed and built by LCC. If there is a concern that 'rat running' will be a problem then a request for funds for Traffic Regulation Orders to introduce traffic calming measures could be made.

Wheel washing facilities will be incorporated into the side.

LCC will be looking at the movement of traffic at other junctions on the A660 in the mornings.

No schemes have been considered to deal with potential 'rat running' issues on The Poplars etc. Offsite highway works (paid for by Millers) could be considered to deal with these issues.

It was emphasised by the Parish Council that there will be rat running issues resulting from the construction of the roundabout.

Q21 Car Park near play area. Is this needed? Walking to the play area should be encouraged.

Car park and play area can be discussed with the developer.

LCC do not support any play areas 'on site' in new estates – they are linked to antisocial behaviour. The construction money can be spent at another park e.g. Golden Acre.

Q22 Public open space (condition 16)

Is the greenbelt land (Spring Wood and the fields to the north and South of the wood) included in the provision of public open space?

Note the field to the south could eventually be lost to the provision of a new school.

Should all the required public open space be provided by the sites (PAS) land?

(Policy G3 & G4)

Up keep of the public open spaces – to be managed by?

Only Spring Wood would be excluded from the calculations for public open space. The fields to the north

and south would be included.

- Q23 Green Belt Review** – part of the Site Allocation Plan process?
Re request for Springwood and fields to the north and south of the wood remaining in the green belt.
The area concerned will remain in the green belt.
- Q24 Archaeological recording** (condition 5). Who will commission and undertake the recording?
West Yorkshire Archaeology Society will undertake the recording, paid for by Millers.
- Q25 Ecology** (condition 15)
Who will commission and undertake the required plans/strategies?
Millers will commission and pay for these plans/strategies. LCC'S ecologist will ensure this work is undertaken by a 'reputable' company etc.
- Q26 Affordable housing**
All on site? To be distributed around the site? Millers suggested a 55/50 split between for sale and to rent.
*35% should be affordable, and expected to be provided 'on site'.
The affordable housing will be scattered around the site in clusters - 'pepper potting' and will be built in each phase of the development.
Affordable homes will be for sale and to rent, possible split 60/40 (or 40/60) – to be undertaken via a housing association. LCC would not be involved.*
- Q27 House size by number of bedrooms**
56.8% 4+ beds, acceptable number of this size?
LCC Core Strategy specifies the percentages of sizes of homes. The highest percentage should be 3 bedroomed homes. This is something to be considered when full plans are available.
- Q28 Housing for the elderly/independent living**
Any to be provided? (Policy H8)
LCC do not have a policy with regards to the inclusion of housing for the elderly/independent living for new developments. This could be discussed with the developers if the Parish Council thinks there is a need for properties of this type in Bramhope.
- Q29 Energy efficiency measures** (condition 23 charging points)
What standards of insulation etc? (saved UDP Policy EN2)
Charging points are currently being installed as standard in new developments.
- Q30 Public transport**
Use of CIL monies?
*The decisions on the use of CIL monies are taken by LCC's Executive Board.
Note - the executive board consists of Leeds City Councillors – the leader of the council, leaders of the 'opposition parties' and other 'senior' councillors.*
- Q31 School (in the green belt field to the south of Spring Wood)**
*The proposal to allocate this site to a school is part of the Site Allocation Plan (still an ongoing process)
LCC Education have 10 years in which to take up Millers offer of selling the site for £1. The expansion of Bramhope Primary School is not an issue the planners would be involved with.*
- Q32 Internal road network**
*It is expected that the road network within the site will remain very similar (to that which Millers have shown in their publicity material).
LCC will adopt all the roads within the site.*

Q33 Inspector's conditions and monitoring

The many conditions contained in the Inspector's report it will make it easier for LCC to monitor the development of the site.

Q34 Will there be any covenants on the properties with regards to future extensions?

Permitted development of single storey extensions would be allowed, any other proposed extensions would require full planning permission.

4.2 To receive details of correspondence received from residents regarding the development.

The Clerk has received no further correspondence since the last meeting regarding the development. A meeting of the local shop owners took place on Monday 23rd January. Cllr Anderson attended the meeting. The petition in the shops has approximately 600 signatures. There were over 900 comments/objections to the original planning application in 2013.

4.3 To receive an update/advice from the planning consultants and decide next steps

The planning consultant engaged to review the appeal documentation has indicated that a second opinion from counsel may be worthwhile exploring to ascertain whether there are any grounds for challenging the outcome of the appeal.

It was PROPOSED to seek an estimate of costs for a second opinion, to ascertain the chance of any challenge being successful and the likely costs in order to assist with the decision making process. Any appeal will need to be on a point of law.

Cllr Rider left the meeting at 8.30pm

9/17 To Receive a report from the Neighbourhood Police Team

5.

There was an Arson to a vehicle at Hall Drive on the 21st January where persons have deliberately set alight a vehicle on a drive way. The motivation is unknown at this time.

There was damage to a motor vehicle on Sandy Walk where a stone was thrown at a windscreen causing damage to a parked vehicle.

There were two thefts from vehicles on Old Lane and Old Forge Mews, both vehicles are believed to have been insecure and valuables were stolen. There are no lines of enquiry.

There was a burglary to a property on Moor Road on New Year's Eve where the suspect climbed through a window and stole a quantity of jewellery. There are no lines of enquiry.

There was a burglary to a shed on The Poplars where two pedal cycles, one high value, were stolen.

There was a burglary to a property on Wynmore Avenue just before Christmas where a window was smashed, there has been no updated as to what if anything was stolen. A footwear mark was lifted from the scene and this is being checked against the database for any match.

Following a speeding complaint on Moor Road after a resident was involved in a collision reversing out of his drive, the Speedwatch will be deployed there again over the next few weeks once volunteers confirm their dates.

10/17 To receive information on the ongoing issues and decide further action where necessary.

6.

SID for Kings Road – awaiting a recommendation from LCC with regards to a suitable location. One resident has asked if it can be on the road as people go out of Bramhope to protect pedestrians on the footpath.

Cllr Flynn will circulate a date to meet LCC Highways to discuss their recommended location for the SID.

11/17 Chairman's Update

7.

Cllr Flynn has arranged a meeting on 2nd February with Millers Homes and ID Planning to raise questions/concerns regarding the Breary Lane East development. It was AGREED that Cllrs Cooper, Haswell and Flynn will attend the meeting.

The Chairman gave a vote of thanks to Cllrs Fox and Howard for the additional work undertaken on the Millers Homes Development.

12/17 Clerks Report

8.

The Clerk has received several requests for use of Puritan Chapel in 2017/18. It was AGREED that all the bookings can be confirmed with a donation of £100 with the exception of a service to celebrate the 500th Anniversary of Reformation which will hold a collection in aid of the chapel.

13/17 Correspondence

9.

- 9.1 Email from resident regarding speeding on Moor Road and request for SID
Cllr Flynn and a representative from LCC Highways have met the resident. LCC are considering extending the 30mph speed limit to the Cemetery on Moor Road. Obscured signs will be made visible.
- 9.2 Broadband Roll-out Update (December 2016)
Cllr Howard has registered BPC as a potential BT Funding Partnership. Awaiting further information as conflicting information has been received regarding a possible date for a Superfast Broadband cabinet for the trees area of Bramhope.
- 9.3 Email from YLCA regarding Beacons of Light, 11 November 2018
Cllr Flynn indicated that the British Legion is likely to be organising something for the centenary celebrations.
- 9.4 Clerks & Council Direct – January 2017
- 9.5 The Clerk Magazine – January 2017
- 9.6 Notification of Lord Mayors Valentine Raffle
- 9.7 WY Police & Crime Commissioner Newsletter January 2017
- 9.8 Email from YLCA confirming PKF Littlejohn as the external auditor for 2017/18 to 2021/22

14/17 Finance And Administration Working Party

10.

- 10.1 **To Approve payments as per the schedule for December and January**
The Clerk added two additional payments to the schedule for M Wormald and Rural Action Yorkshire membership renewal. The Schedule was PROPOSED by Cllr Harris, SECONDED by Cllr Bryan and AGREED by ALL.
- 10.2 **To Approve the Petty Cash statement as per the schedule & agree corrections for period May to December 2017**
The Schedule was PROPOSED by Cllr Fogel, SECONDED by Cllr Fox and AGREED by ALL.
- 10.3 **To Agree the minutes for the Finance Working Group meetings held on 17/11/16 & 18/01/17**
The minutes of the Finance Working Group meetings held on 17/11/16 and 18/01/17 were AGREED as a true record.
Cllr Howard shared highlights of the year to date figures and proposed draft budget with the meeting.

10.4 To receive the final draft of the 2017/18 budget

Cllr Howard thanked the Clerk and the Finance Working Group for their work on the draft budget and projected year end figures for 2017/18.

It was AGREED by ALL that the 2017/18 budget presented on 25th January 2017 would be accepted as the final budget.

10.5 To receive a report and agree the precept for 2017/18

It was AGREED by ALL that the precept should remain at the current amount for 2017/18. Due to an increase in the number of properties liable to pay council tax overall this will represent an overall increase in the total income received from the precept of £221.70. This compensates for the loss of £108 from the CTS grant.

The Clerk will submit the precept application to LCC by the deadline of 10th February 2017.

15/17 Planning & Enforcement

11.

11.1 To confirm the minutes from the meeting held on 12th December 2016

The minutes for the meeting held on 12th December 2016 were PROPOSED as a true record by Cllr Fox and seconded by Cllr Harris and AGREED by ALL.

11.2 Enforcement issues

There were no enforcement issues to report.

16/17 Village Maintenance Committee Report

12.

12.1 To approve the minutes of the meeting on 6th December 2016

The minutes for the 6th December 2016 were PROPOSED as a true record by Cllr Fox and seconded by Cllr Bryan and AGREED by ALL.

17/17 Communications Working Party Report

13.

Two statements regarding Miller Homes have been produced and displayed on noticeboards and the website.

It was AGREED that two letters should be sent to residents at the appropriate time. One following the meeting with the developers and the second to inform residents when a planning application has been submitted, to include deadline for comments, the comments that the Parish Council will be making, how comments can be submitted. A draft letter will be compiled in readiness.

IT was AGREED that a press release will be sent to the Wharfedale following the meeting with Millers.

18/17 Personnel Working Party Report

14.

There was nothing to report from the Personnel Working Party.

19/17 Cemetery Working Party Report

15.

15.1 To receive an update on the 'Cemetery Memorial' and agree next steps.

A discussion took place regarding the tender document that had been received and the original estimate that had been received. It was AGREED that both contractors be contacted for further clarification regarding costs and a suggestion to use a local supplier for the groundworks be followed up. A third supplier will also be contacted to provide an estimate.

20/17 Leeds City Council Update

16.

Following various street surgeries with Cllr Flynn, residents of The Trees and Kings Road have raised their concerns regarding drainage and flooding potential following the development of the Breary Lane East site.

Cllr Flynn has raised the possibility of extending the Parish Boundary to include the Breary Lane East site and is awaiting an update.

21/17 Carlton Village Report

17.

During the recent high winds some of the road signs in Carlton became obscured and one had been pulled out of the ground. All signs have now been re-instated.

22/17 Liaison Groups

18.

18.1 Bramhope Village Hall

The Committee of Bramhope Village Hall is working together well. Bookings have increased since the new caretaker started by around 50%.

Cllrs Harris and Fox were thanked by the committee for their assistance at the Children's Christmas Parties. It was much appreciated.

A request has been made for the Parish Council to provide a sign for the Village Hall at the Cross has been made by the Committee. This will be discussed at a future Parish Council meeting.

A social events committee has been formed and there are a number of ideas for future events. Norman Sykes has retired as Treasurer and has been replaced by Will Shaw.

18.2 Bramhope Primary School

Cllr Harris had informed the school that the Parish Council had adopted Marie Curie as their Charity of the Year and wondered if the school would also consider them as a beneficiary of fund raising events at the school. Following the school pantomime a donation has of £336.41 has been made to Marie Curie. The local co-ordinator for Marie Curie will attend an assembly to share information on the work of Marie Curie and thank the children for their donation.

Cllr Harris will stand down as the Parish Council's co-opted School Governor at the next meeting. Cllr Bryant has agreed to take over the role.

The Chairman gave a vote of thanks for Cllr Harris for her contribution to the role over the past 8 years and to Cllr Bryant for volunteering to take up the role.

18.3 Leeds/Bradford Airport

Cllr Howard presented a report with an update from the Leeds Bradford Airport Consultative Committee Meeting held on 6th January. Highlights were;

Airport Master Plan (Route to 2030 Strategic Development Plan)

- Public consultation March 2016 – April 2016 attracted 103 responses
- Currently being updated to reflect the responses and the Parkway rail
- Publication due February 2017

Rail Station

- The West Yorkshire Combined Authority (WYCA) consultancy of the surface access options recommended the electrification of the York-Harrogate- Leeds line with a parkway station at the station at the south end of Bramhope tunnel.
- Leeds Transport Strategy announcement Dec 2016
- DfT approval awaited
- Expected delivery 2024

A65-A658 Link Road

- Conclusions from the public consultation in process of review by a) the investment committee of the WYCA b) LCC
- Further public consultations on the detail plans – expected to be in March 2017
- Integration with LBA parkway station
- Expected delivery 2024

Economic Hub/Victoria Ave

- Site Allocations Plan – Publication Draft Sept 2015
- Site Allocations Plan – Pre-Submission Draft Summer 2017
- Examination in Public – Autumn 2017
- Inspector's report – Winter 2017
- Adoption – Winter 2017

Entrance Signage

- Planning consent secured November 2016
- Risk Assessment & Approval in Principle outstanding
- Expected installation Summer 2017

23/17

19.

19.1 To agree the date for the Annual Parish Meeting 2017

It was AGREED that the date of the Annual Parish Meeting would be 17th May 2017.

19.2 To agree the date for the Annual Civic Carol Service 2017

It was AGREED that the date of the Annual Civic Carol Service will be Wednesday 13th December 2017.

24/17

20.

Parish Issues/Any other business

There were no Parish Issues.

25/17

21.

To confirm the date of the next Full Council Meeting

The date of the next meeting will be Wednesday 22nd February at 7.30pm

The meeting closed at 10.05pm