

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at the Robert Craven Memorial Hall on 23rd November 2016 at 7.30pm

PRESENT

Chairman: Simon Cooper

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

Nicola Woodward (Clerk)

215/16 APOLOGIES

1.

Apologies received from Cllr Denis Johnson

216/16 DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST OR OTHER INTERESTS

2.

There were no declarations of interest.

217/16 MINUTES OF MEETING HELD ON 26th October 2016

3.

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

218/16 UPDATE FROM NEIGHBOURHOOD POLICE TEAM

4.

There were no crimes reported in the last month.

There has been an increase in the number of road traffic accidents in the village over the past 3 months.

The police confirmed that a pedlars license does not give pedlars the right to call in no cold calling zones.

Item 10 on the agenda was brought forward and discussed at this point in the meeting in order to have input from the Police representative.

219/16 TO DISCUSS CHURCH HILL/LEEDS ROAD JUNCTION ACCIDENTS

5.

A discussion took place regarding the number of accidents that have taken place over the past 3 months at the corner on Leeds Road/Church Hill junction. Suggestions for additional warning measures that could be put in place to increase road safety at this bend were discussed. Cllr Flynn will make an enquiry to LCC Highways Department to ascertain the measures, if any that could be introduced. The Police indicated that they could provide accident figures for this area if required.

220/16

6. To receive information on the ongoing issues and decide further action where necessary

5.1 To discuss and approve content of Puritan Chapel Service.

The content of the service was agreed. The Clerk will confirm the arrangements with St Giles & the

Methodist Church.

Representatives from Pool Parish Council and Otley Town Council have accepted their invitations to the service.

The Clerk gave an update on volunteers and confirmed arrangements.

221/16 CHAIRMAN'S UPDATE

7.

The Chairman thanked the Councillors who attendance the Remembrance Sunday parade and service.

The Chairman, via Cllr Flynn, is having a discussion with LCC Planning regarding the decision making process on Planning applications. A representative from LCC Planning department will be invited to the next planning meeting to speak to the Committee regarding planning approval criteria.

A discussion took place regarding the housing appeal for Breary Lane. The publication date for the outcome of the appeal will be 22nd December 2016. The date for publication will be included in the winter newsletter.

222/16 CLERK'S REPORT

8.

The Christmas lights will be switched on at about 4pm on the 5th December.

Land at Pool Bank. The Clerk has discussed the transfer of land at Pool Bank to Pool Parish Council with their Clerk. Initial steps are being taken to commence the transfer.

The Clerk has attended two Clerks meetings in the past month. One for Adel and Wharfedale Clerks and a regional SLCC event which included an informative presentation regarding Neighbourhood Plans and a Legionella update.

223/16 CORRESPONDENCE

9.

9.1 2018 Parliamentary Constituency Boundary Review - a letter from LCC to the PBCE had been circulated prior to the meeting for information.

9.2 West Yorkshire Police and Crime Commissioner November Newsletter had been circulated prior to the meeting for information.

9.3 Draft recommendations for the electoral review of Leeds City Council.

224/16 TO APPROVE THE PURCHASE OF ONE SPEED INDICATION DEVICE (SID) FOR KINGS ROAD.

- 10.** The costs of a SID have been confirmed. It was AGREED that one device will be purchased for Kings Road, including any additional cost for the electrical supply. Leeds CC will complete a survey and provide a costing for the additional cost of re-routing the electricity supply to the sign.

225/16 FINANCE AND ADMINISTRATION

11.

11.1 To Approve payments as per the schedule.

The Clerk added four additional payment to the schedule for SLCC and ALCC membership renewal, CPRE annual membership and Sporty Tots Community Grant . The Schedule was PROPOSED by Cllr Rider, SECONDED by Cllr Fogel and AGREED by ALL.

11.2 To Approve the Petty Cash statement as per the schedule

The Schedule was PROPOSED by Cllr Fox, SECONDED by Cllr Rider and AGREED by ALL.

11.3 To Approve the revised Standing Orders and Financial Regulations

The amendment regarding ex-officio members discussed at the October meeting has been included in the Standing Orders.

Both documents were reviewed in detail at the last Finance Working Group. The recommendation from the Finance Working group was that the revised Standing Orders and Financial Regulations should be adopted with immediate effect. Other revisions were points of formatting/grammar.

The adoption of the revised Standing Orders and new Financial Regulations were proposed by Cllr Harris seconded by Cllr Lawrence and AGREED by ALL.

The Clerk will send out a copy of each to all Councillors for their records.

11.4 To discuss and agree the outcome of a Community Grant Application from Sporty Tots

Cllr Lawson declared an interest as a Committee Member for Sporty Tots and abstained from the discussion and vote.

The application has been reviewed by the Finance Working Group. Sporty Tots have requested a Community Grant of £500 to assist with their start-up costs and have identified that it would be used specifically for the purchase of equipment for the youngest children attending the group. Sporty Tots have supplied additional information including details of other grants received, a copy of their constitution, risk assessment and safeguarding statement. The Finance Working Group recommended to Full Parish Council that the full grant of £500 be awarded to Sporty Tots with two conditions attached. A request for a report on attendance results after 6 months of business and any publicity for Sporty Tots should include a statement that it is supported by the Parish Council.

The awarding of a Community Grant to Sporty Tots was proposed by Cllr Howard and seconded by Cllr Fogel and AGREED by ALL with one abstention.

11.5 To receive and comment on the draft budget for 2017/18

A first draft of the 2017/18 budget was presented to the meeting with detailed minutes from the Finance Working Group meeting highlighting areas of difference. A second draft will be presented in January 2017 with the final version presented and signed off at the February FPC meeting.

Comment to separate out Christmas light hire costs into expenditure from capital as only installation costs should be in the capital line.

226/16 PLANNING AND ENFORCEMENT COMMITTEE

12.

12.1 Planning Issues

The minutes from the Planning Group held on 26th October and 14TH November were APPROVED.

12.2 Enforcement Issues

A list of enforcement issues had been circulated prior to the meeting. There were no further additions or comments.

227/16 VILLAGE MAINTENANCE COMMITTEE

13.

13.1 The minutes of the Committee held on 1st November 2016 were proposed by Cllr Harris, Seconded by Cllr Bryant and APPROVED by ALL and signed by the Chairman.

13.2 To receive an update on the private land adjacent to jubilee copse.

The Clerk has written to the landowners of land at Leeds Road regarding maintenance of the land but has not received a response to date.

228/16 COMMUNICATIONS WORKING PARTY REPORT

14.

Cllr Howard is putting together the winter newsletter, which should be available for delivery the first week of December. Some clarity regarding road safety measures was requested.

It was AGREED that a short note regarding change of ownership of the deli and welcoming the new owners would be included in the newsletter.

Cllr Flynn will provide some additional information for an article from a local organisation.

Cllr Howard informed the meeting that in order to ascertain eligibility for a Community Funded Partnership, an application will need to be completed. This will then give the information whether or not Bramhope would be eligible for a CFP. It was PROPOSED by Cllr Harris and seconded by Cllr Fox and AGREED by all that an exploratory application would be made in order for progression to take place.

229/16 PERSONNEL WORKING PARTY REPORT

15.

There was nothing to report from the Personnel Working Party

230/16 CEMETERY WORKING PARTY REPORT

16.

16.1 To receive an update on the 'Cemetery Memorial'.

The advert has been placed in the Wharfedale Observer. The Clerk has sent out information to interested parties. The closing date for receipt of tenders will be Monday 12th December.

16.2 To receive an update on the purchase of additional land for the Cemetery and agree further action.

There are no updates at this time.

16.3 To receive an update on Cemetery issues.

A discussion took place regarding cemetery issues. Following previous correspondence and discussions it was agreed no further action is required and a follow up letter would be sent to indicate that the matter has been resolved.

It was AGREED that the Cemetery Working Party will hold a meeting in January to review the Cemetery Rules and make recommendations to Full Parish Council.

231/16 LEEDS CITY COUNCIL UPDATE

17.

Cllr Flynn requested that Councillors report any issues with leaves blocking drains in the village, in order to assist in the prevention of flooding. The Village Caretaker will also be asked to report any issues with leaves.

232/16 CARLTON VILLAGE REPORT

18.

Cllr Hollings has received notification that the Carlton Speed Zone will be included in the 2017 Highways programme.

233/16 LIAISON GROUPS

19.

19.1 Bramhope Village Hall

The Village Hall Committee have reported a 50% increase in bookings at the Hall, partially attributed to the new hourly rates system.

The Headingley Flower Club will be moving to Bramhope Village Hall on a permanent basis in January. New signage for the side of the building is being discussed.

Necessary repairs are starting, with one of the first areas to be dealt with being the flat roof.

In order to bring younger people from the village into the hall more toddler groups are being set up including Sporty Tots, Rugby Tots and Tots Sense. In addition there will be a children's Christmas party and Santa Disco.

19.2 BRAMHOPE PRIMARY SCHOOL

Cllr Harris attended the Shakespeare Schools Festival which was held at the CarriageWorks. Pupils from the school had the opportunity to perform and also experience using the lighting and sound system at the theatre.

The new Headmistress is now in post and is settling in well to the school.

In place of a Christmas Fayre, there will be a professional Pantomime held at the school. Tickets will be sold to parents in the first instance. Any remaining tickets will be offered to the general public.

19.3 AIRPORT CONSULTATIVE COMMITTEE

There was nothing new to report. The next Consultative Committee Meeting will be held on 8th December 2016. Any issues that Cllrs wish to be raised should be sent to Cllr Howard.

234/16 PARISH ISSUES

20.

Cllr Lawrence has put an article in the newsletter to inform residents that the Parish Council are considering installing a trim trail at the recreation ground and has set up an online survey to ascertain the level of interest amongst residents.

Cllr Rider will bring ideas how to celebrate the Brownlees Olympic success in 2016 to the next meeting.

Cllr Harris requested Councillors have a think about and share any ideas for a festive event in 2017 for children from the village.

235/16

21. The date of the next Full Council Meeting will be Wednesday 25th January 2016 at 7.30pm

The meeting ended at 9.20pm