

# BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at Bramhope Village Hall  
held on 22<sup>nd</sup> February 2017 at 7.30pm

## PRESENT

Chairman: Simon Cooper

Councillors : Hilary Harris (Vice chairman), Diane Fox, Peter Lawson, David Bryant, Billy Flynn, John Howard, Marion Rider, Amanda Lawrence.  
Nicola Woodward (Clerk)

## 26/17 APOLOGIES

1. **To receive apologies and approve reasons of absence**  
Apologies received from Cllrs Fogel, Haswell & Hollings

## 27/17 Declarations of disclosable pecuniary interest or other interests

2. There were no declarations of interest.

## 28/17 To confirm the minutes of the meeting held on 25<sup>th</sup> January 2017

3. The minutes for the 25<sup>th</sup> January 2017 were PROPOSED as a true record by Cllr Fox and seconded by Cllr Harris and AGREED by ALL.

## 29/17 To Receive a report from the Neighbourhood Police Team

4. In the past 30 days there have been 2 reported crimes;

The theft of 8 mole traps from a field off Old Lane, Bramhope on the 13/14th February.

A burglary at Hall Rise on the 13th February where the suspect kicked open the front door to gain entry but was disturbed by the home owner who was in at the time. They did not see the suspect so no further description.

Community Speedwatch has been deployed again this month on Moor Road and Kings Road. The figures showed that these locations are still a cause for concern. They will continue to be visited by the Speedwatch.

## 30/17 To accept resignation from Cllr Johnson and agree advertising for a replacement Councillor

5. The resignation from Cllr Johnson was formally accepted. The meeting agreed that Cllr Johnson's resignation would be a great loss to the Parish Council. A letter of thanks will be sent to Cllr Johnson.

The Clerk will inform LCC and arrange for an advert to be posted on the noticeboard and website.

## 31/17 To receive information on the ongoing issues and decide further action where necessary.

6. **6.1 Speed Indication Device**

LCC traffic will be carrying out a survey in Kings Road later this month.

Cllrs Flynn, Howard and Harris will meet LCC Highways on 23rd February to discuss location. It should be possible to mount the SID on an existing light column and should be able to be moved to face either direction if required.

## **32/17 Chairman's Update**

7.

The meeting with Millers seemed to be a positive meeting. Millers are looking to make the BLE site a flagship site and less dense than other developments. A formal response to the letter to Millers is still outstanding and will be followed up by Cllr Flynn.

Millers are still establishing whether or not a convenience store is a requirement for the development under the Inspectors report. Millers indicated that the entrance to any convenience store would be in keeping with the development.

Further discussion took place regarding the Breary Lane East Development which can be found under item 15.3.

## **33/17 Clerks Report**

8.

The Clerk sent off the precept request on 2nd February and has received acknowledgement from LCC.

The Clerk has received, from a former teacher, a photograph album and cassette of a concert at Bramhope Primary School in 1980, which will be included in the Bramhope archive material.

A resident previously involved in cataloguing the archive has expressed an interest in completing the task. The Clerk has made arrangements to meet with the resident to complete the task over the next few months.

Annual Parish Meeting venue – a discussion took place regarding the venue for the Annual Parish Meeting and it was AGREED that the 2017 meeting would be held at Bramhope Village Hall, subject to availability.

## **34/17 Correspondence**

9.

### **9.1 Correspondence from resident regarding speeding and reducing the speed limit on Leeds Road**

A discussion took place regarding the speed limit on Leeds Road. Cllr Flynn indicated that the police regularly check the speed of traffic on Leeds Road. Recent traffic speed checks do not present a concern for the police. The Clerk will send a response to the resident.

### **9.2 Correspondence from residents regarding the possibility of installing a skate park in Bramhope**

A discussion took place regarding the possibility of installing a skate park in Bramhope. The cost would be prohibitive for the Parish Council, as would ongoing maintenance costs.

### **9.3 PCC Newsletter**

### **9.4 YLCA White Rose Update**

The update included information on implementing electronic banking and the transparency code, which will be discussed at the next Finance Working Group.

## **35/17 To discuss the events schedule for 2017**

10.

Cllr Harris attended a meeting of the Village Hall Social Committee. There are several events being organised by the Committee which will be included in the schedule of events for the Summer Festival. The Summer Festival will take place during May and June. Events will include two plays, a cabaret evening and WI Afternoon Tea. Cllrs Fox, Lawrence and Rider will assist Cllr Harris with the organisation of the festival events.

It was suggested that the village should have a Christmas lights switch on in conjunction with an event at the Village Hall. The Clerk will contact LCC regarding booking a timeslot and cost for switching on the lights and also regarding motif design.

### **To discuss and agree Christmas Lights for 2017**

## **36/17**

11.

A discussion took place regarding Christmas Lights for 2017. It was AGREED that two further festive motifs would be added for 2017. It was AGREED that the motifs will be located on Old Lane.

**37/17 To discuss Bramhope Parish Boundary expansion and agree proposals for initial consultation**

12.

The last review of the boundary was in 2013. A review will take place this year. A discussion took place regarding the unparished land in Bramhope and how much of the land the Parish Council would like to be included within the Parish Boundary as part of the review. The Parish Council will suggest that the area of land including the Breary Lane East site, extending across to Black Hill Plantation at Golden Acre Park and in an easterly direction to Arthington Road along the northern boundary of the car park.

Extend along Arthington Road/Blackhill Road in a northerly direction to the junction of the bridleway with Blackhill Road (along the southern boundary of Arthington Quarry). Follow the boundary of Arthington Parish to between Avalon and 12 Breary Lane East.

This proposal would add all the new dwellings on the Breary Lane East development to the Parish and also 35 additional dwellings that are currently unparished.

**38/17 To discuss and agree comments to the changes in the site allocations plan.**

13.

A discussion took place regarding the changes in the site allocations plan. The Parish Council will re-iterate previous comments and also emphasise the issue of requiring a significant buffer between the Breary Lane east site and existing properties and the need to preserve or rebuild existing dry stone walls. A review of the green belt will be undertaken at the same time. It is proposed that the field to the South of Spring Wood is taken out of the green belt. The Parish Council will request that the field to the South of Spring Wood is kept in the green belt.

Two additional sites at Greenacres on Moor Road and behind 45 Creskeld Lane are proposed to be taken out of the green belt.

Cllr Fox will draft a response based on the discussions and circulate prior to the Clerk submitting to LCC.

**Finance And Administration Working Party**

**39/17**

14.

**14.1 To Approve payments as per the schedule for February**

The Schedule was PROPOSED by Cllr Lawson, SECONDED by Cllr Bryant and AGREED by ALL.

**14.2 To Approve the Petty Cash statement as per the schedule for February**

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

**14.3 To Agree the date for the Annual Property Inspection**

It was agreed that the Annual Property Inspection will be held on Wednesday 7<sup>th</sup> June 2017 at 6.00pm.

**14.4 To discuss and agree an additional signatory for the Parish Council Bank Account**

It was AGREED that Cllr Bryant will be an additional signatory for the Parish Council Bank Account.

**40/17 Planning & Enforcement**

15.

**15.1 To confirm the minutes from the meeting held on 1<sup>st</sup> February and 15<sup>th</sup> February 2017**

The minutes for the meeting held on 1<sup>st</sup> February and 15<sup>th</sup> February 2017 were PROPOSED as a true record by Cllr Harris and seconded by Cllr Cooper and AGREED by ALL.

**15.2 Enforcement issues**

An update report on enforcement issues was circulated prior to the meeting.

Cllr Harris raised an issue on the Poplars with regards to building work and damage to grass verges. Cllr Flynn indicated that LCC Enforcement have already been notified and there is no further action to be taken as the development is not illegal and the issue of the verges does not come under their jurisdiction as the land is privately owned.

The issue will be raised at VMC with regards to the damage to the Jubilee Copse side.

**15.3 Update on the development at Breary Lane East**

A discussion took place regarding the development and the professional advice that had been sought from Counsel and Lawyers as to whether the Parish Council had a Right to Challenge the Planning Inspectors decision. Whilst the Parish Council are opposed to the development, based on the advice received it was AGREED that the Right to Challenge would not be pursued.

Cllr Cooper thanked everyone for their time and effort in relation to the work that has been done around the development to date.

Cllr Howard raised several points from residents regarding the development, including the possibility of including a Post Office as part of the convenience store and the size of the convenience store. Public views on the store are still required.  
All comments received should be forwarded to the Clerk for collation.

**41/17 Village Maintenance Committee Report**

16.

**16.1 To approve the minutes of the meeting on 7<sup>th</sup> February 2017**

The minutes for the 7<sup>th</sup> February 2017 were PROPOSED as a true record by Cllr Harris and seconded by Cllr Fox and AGREED by ALL.

A discussion took place regarding the Bramhope signs and whether materials other than wood should be considered for its replacement. It was AGREED that VMC will discuss alternatives replacements and seek costings and report back to FPC at a future meeting.

**42/17 Communications Working Party Report**

17.

The Spring Newsletter will be published early/mid April.

**43/17 Personnel Working Party Report**

18.

There was nothing to report from the Personnel Working Party.

**44/17 Cemetery Working Party Report**

19.

**19.1 To agree the revised Cemetery Rules**

The revised Cemetery Rules were APPROVED with one minor amendment.

**45/17 Leeds City Council Update**

20.

Discussions have been taking place regarding the proposed new school. At the moment there are no guarantees of a new school, but if there were it would be a two form entry and would replace the existing school, remaining under LEA control. The decision will depend on the projected birth rate and number of new homes.

**46/17 Carlton Village Report**

21.

There is an issue with the volume of rubbish on Cemetery Road, which has been reported to the Ward Councillors. Cllr Hollings has been out to do a litter pick two weeks ago.

**47/17 Liaison Groups**

22.

**22.1 Bramhope Village Hall**

The various toddler groups have a healthy membership. There has been an increase in bookings at the Village Hall from parents as a result of the new toddler groups. In addition new groups such as Headingley Flower Club have moved to the hall.

The Friends of Robert Craven has been set up.

Cllr Flynn has discussed LCC grant funding with representatives from Robert Craven and has arranged for a further discussion with a grant funding specialist to assist with identifying suitable grants that can be applied for. Match funding will be required for LCC grants.

**22.2 Bramhope Primary School**

Cllr Harris attended her final meeting as School Governor. Cllr Bryant will attend the next meeting.

**22.3 Leeds/Bradford Airport**

There was no update from Leeds/Bradford Airport liaison.

**48/17**

23.

**Parish Issues/Any other business**

Cllr Rider reported the issue of parking on grass verges in The Trees. Mainly due to delivery vans and

builders.

The verge outside the Tredgold shops is also subject to damage from cars parking on it. This is already being looked in to by Bramhope in Bloom representatives.

A short article on the issue of parking and grass verges will be included in the Spring newsletter.

Cllr Lawrence requested that the proposal for the Trim Trail be an item on the agenda at the next meeting.

Cllr Fox suggested that the Puritan Chapel be opened to the public on the first Sunday of the month between May and September (2pm – 4pm), with the exception of September, which would be on the second Sunday to coincide with the Heritage Open weekend. It was AGREED that the Chapel would be open as suggested. Volunteers for each date to be agreed.

The permanence of a sign at Hilton Mews will be monitored and reported to Enforcement if necessary.

**49/18**

**24.**

**To confirm the date of the next Full Council Meeting**

The date of the next meeting will be Wednesday 22<sup>nd</sup> March at 7.30pm

The meeting closed at 9.50pm