

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at Bramhope Village Hall
held on 26th July 2017 at 7.30pm

PRESENT

Chairman: John Howard

Councillors : Diane Fox, David Bryant, Martin Fogel, Rob Haswell, Billy Flynn, Marion Rider, Peter Lawson, Anna Hollings and Richard Ellis

Nicola Woodward (Clerk)

138/17 To receive apologies

1. Apologies received from Cllrs Cooper, Harris and Lawrence.

139/17 Declarations of disclosable pecuniary interest or other interests

2. There were no declarations of interest.

140/17 To confirm the minutes of the meeting held on 27th June 2017

3. The minutes for the 28th June 2017 were PROPOSED as a true record by Cllr Fogel and seconded by Cllr Fox and AGREED by ALL with the exception of minute 19.2 regarding Bramhope Primary School. Due to confidentiality the school requested that the minutes be amended and some information removed.

141/17 To Receive a report from the Neighbourhood Police Team

4. In the last 30 days there have been no reported burglaries or vehicles broken in to. There has been one vehicle stolen, an item of plant machinery. There have been no reports of anti-social behaviour.
A further arrest has been made relating to the reported burglaries in June.
PC Ingham and Cllr Flynn have met with Bramhope Primary School to discuss parking at the school. The use of temporary cones has been agreed. Further lineage at the school has also been agreed.
A car crime initiative will continue over the summer.
Cllr Bryant raised the issue of car jacking crimes as they appear to have become more prevalent in recent months.
Cllr Haswell raised the enforcement of the 20mph zone. It was suggested that other Parish Council's in the ward be contacted to ascertain whether they would be interested in joint ownership of a SID. A request was made to deploy the SID in the Church Hill/Moor Road area of the village during rush hour and for the Clerk to be informed when this will take place so that Councillors can assist with the deployment of the SID.

142/17 To receive information on the ongoing issues and decide further action where necessary.

5. **5.1 To discuss engaging members of the public.**

A discussion took place regarding engaging members of the public and ensuring that they are aware they are welcome to attend Parish Council meeting. It was AGREED that the Parish Council meeting will continue to start at 7.30pm and include a standing agenda item at agenda item 2 with the wording;

'2. Public Participation (10 minutes) Members of the Public are reminded that this is their opportunity to speak to the Meeting on any topic relevant to the work of the Council. However they may not speak during the remainder of the meeting unless specifically invited to do so by the Chairman.

5.2 To receive an update on the boundary expansion review timetable

The Clerk has received an updated timetable for the boundary review. Due to the general election the second consultation period has been pushed back with the initial proposals to go to the General Purposes Committee on 2nd October instead of 25th July 2017. However the final date for the notice of joint review to be published is unchanged and remains as January 2018.

143/17

6. Chairmans Update

The Chairman reminded the Parish Council that it is Parish Council policy not to respond or act upon anonymous communications.

144/17

7. Clerks Report

The Clerk reported that contractors have offered to move the picnic bench from the school back to The Knoll.

The baby swing has now been replaced.

The replacement Perspex for the shelter is on order and will be fitted during the second week of September. The insurance payment has been received to offset some of the cost.

The Carlton defibrillator will be installed on the 8th August. The Clerk is seeking a date for the introductory session during the first week of September which will be held at Carlton Kennels.

Cllr Lawrence has spoken to the scout leader who also has contacts at the school regarding consultation for the Trim Trail. Cllr Lawrence will speak to parents at the start of the new school year and put together a flyer to assist with information giving and collating responses as part of the consultation.

A letter of thanks has been received from Bramhope Primary School for the scarecrow sponsorship.

A volunteer to assist with Cllr Hollings Newsletter round was requested. Cllr Flynn volunteered to assist.

A request has been received from PC Ingham to assist the Crime Prevention Officer to set up a Business Watch scheme. It was AGREED that the Clerk will distribute the forms provided by PC Ingham to local businesses.

The SID for Kings Road has been ordered. The Clerk will write to residents in the immediate location of the SID to inform them of the SIDs location.

145/17

8. Correspondence

- 8.1** WY Police Crime & Commissioner Newsletter July 2017
- 8.2** Correspondence regarding speeding on Long Meadows. Community Speedwatch will attend and the situation monitored.
- 8.3** The Clerk Magazine
- 8.4** Clerks & Councils Direct Magazine, July 2017
- 8.5** Correspondence regarding the lighting of Southfields/Birches ginnet
- 8.6** West Leeds Newsletter (Police) – June 2017

146/17

9. To receive an update on the Festival Events for 2017

The 2017 Summer Festival events have been well attended with the mini Breeze event being the most popular with 220 visitors.

Donations collected at festival events for the Parish Council's nominated charity for the year, Marie Curie, total £385 to date.

There is one event remaining, a brass band concert (29th July).

Cllr Harris has done an excellent job in co-ordinating the festival schedule.

Motion to exclude the public from the meeting for Agenda Item 10.

It was PROPOSED and AGREED by ALL that Agenda Item 10 would be moved to the end of the meeting.

147/17

10. To discuss a proposal to sell Gurnal Flats and Land off Harrogate Road and agree action required.

A detailed discussion took place regarding a proposal to sell Gurnal Flats and the land Off Harrogate Road supported by a written business case. A second valuation has been obtained and professional advice sought regarding the imposition of a covenant or claw back agreement as part of the terms of the sale.

A second estimate of legal costs has also been obtained.

Following extensive research into the requirements for public consultation, it was AGREED that a statement regarding the Parish Councils proposal to sell Gurnal Flats and land off Harrogate Road will be published on the village noticeboards, website and newsletter for a period of two weeks.

It was AGREED that the Clerk will write to interested purchasers with details of the proposed asking price for the land.

It was AGREED that a 20 year claw back agreement of 50% will be a condition of the sale.

148/17

11.

Finance And Administration Working Party

11.1 To Approve payments as per the schedule for July

There were two additional payments not listed on the schedule for Kompan and Dacre, Son & Hartley. The additional payments and Payment Schedule was PROPOSED by Cllr Fogel, SECONDED by Cllr Fox and AGREED by ALL.

11.2 To Approve the Petty Cash statement as per the schedule for July

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

11.3 To Approve the Finance Working Group Minutes from the meeting held on 18th July 2017

The minutes were PROPOSED by Cllr Rider, SECONDED by Cllr Fogel and AGREED by ALL.

11.4 To receive a quarterly update and forecast for the 2017/18 budget and agree new budget lines for the sale of Parish Council land.

Cllr Fogel highlighted the new lines that have been added to the budget and areas that will result in an overspend this year. Overall there are no concerns about the budget or there being a large variance between planned expenditure and actual expenditure. It was AGREED that the forecast for Tree Husbandry and Reports would be increased from £3000 to £5000 due to the volume of tree work required at The Knoll this year.

149/17

12.

Planning & Enforcement

12.1 To confirm the minutes from the meeting held on 28th June 2017

The minutes for the meeting held on the 28th June 2017 were PROPOSED as a true record by Cllr Fox and seconded by Cllr Bryant and AGREED by ALL.

12.2 To comment on Planning Applications submitted to Leeds City Council

17/03867, Chidding Fold, 6 Breary Lane, Alterations to form an enlarged kitchen

No Comment

17/03888, Land adjacent to Mall Lane, Guiseley, New Dwelling

The Parish Council objects The proposals does not comply with NPPF Section 9, Paragraph 89 Protection of Green Belt in that the applicant has not shown that there is no other site where that development can take place. The applicant could simply build a new dwelling on the site of their existing property which lies adjacent to the proposed site, within permitted development. The applicant does not prove very special circumstances which is a requirement of any proposed development in Green Belt. It is also contrary to paragraph 87 of the NPPF in that it is harmful to the Green Belt and does not demonstrate the very special circumstances required. The proposed development is also contrary to paragraph 88 in that the obvious harm to the green belt is not outweighed by any other considerations.

The applicant refers to Paragraph 55.4 which is not specific to residential development in the Green Belt, it is specifically regarding achieving sustainable development which is not relevant within Green Belt. Nevertheless it is the Parish Councils view that the proposed building is not truly outstanding or innovative, will not significantly enhance its immediate setting and it will not be sensitive to the defining characteristics of the local area. The proposed building appears to be a landmark statement within a very sensitive rural area whereas a simple subtle and refined approach would be much more appropriate.

12.3 Enforcement issues

The updates on enforcement issues were circulated prior to the meeting. All issues were ongoing and no further action required at this time.

12.4 Update on the development at Breary Lane East

The reserved matters planning application for Breary Lane East will be considered by LCC Plans Committee in September (date to be confirmed). It was AGREED that representatives from the Parish Council would attend the Plans Committee. A precis of the Parish Councils comments will be formulated and presented by Cllr Flynn. Cllrs Fox and Haswell will also attend. Cllrs Harris and Cooper will be asked if they wish to attend. A separate meeting will be held to formulate the Parish Councils comments.

12.5 To receive an update on the Leeds Site Allocation Plan

A letter has been received from the Programme Officer indicating that the Matters and Issue document will be available from 31st July. An outline programme will also be published on that date. The Programme Officer needs to be informed by 11th August if the PC wishes to participate in the relevant hearing session. It was AGREED that the Clerk will inform the Programme Officer that the Parish Council do wish to participate. Statements for the hearings need to be submitted by 25th August 2017.

150/17

13.

Village Maintenance Committee Report

13.1 To approve the minutes of the meeting on 4th July 2017

The minutes for the 4th July 2017 were PROPOSED as a true record by Cllr Fogel and seconded by Cllr Fox and AGREED by ALL.

13.2 To receive regarding the refurbishment of the Breary Lane phone box and agree action required

Further to previous discussions and the agreement to replace the Perspex with glass it was AGREED that Perspex would now be used as it is a safer and more cost effective solution.

151/17

14.

Communications Working Party Report

14.1 Communication with the Press regarding 40mph speed limit

Cllr Howard has responded to a request from the Press for the Parish Council's comment on the 40mph speed limit on the A660 and the detailed briefing document released by Leeds City Council. Temporary signs have been put up regarding the skid risk. Cllr Howard emphasised the importance of responding to the press.

14.2 Summer Newsletter

The Newsletter will be sent to the printers in the next few days and should be ready for distribution during the second week of August.

152/17

15. **Personnel Working Group**

There was no report from the Personnel Working Group.

153/17

16. **Cemetery Working Group**

The Clerk indicated that a possible supplier has been found for the 'Octunda' and is awaiting a formal quote.

154/17

17. **Leeds City Council Update**

17.1 Rosemont site

Charterhouse Ltd, a development company has purchased the site. 9 apartments are proposed with no provision for social housing. A planning application is still to be submitted.

17.2 Bramhope Show Banners

Cllr Flynn is dealing with a complaint about the Bramhope Show Banners being displayed too early. It has been ascertained that planning permission is required for the banners and that they should be displayed 14 days prior to the event.

17.3 Trees/vegetation

Cllr Flynn is dealing with a number of complaints regarding overhanging vegetation on Leeds Road, Breary lane and Moor Road. LCC Officers are in the process of visiting all sites and writing to residents. A reminder to residents regarding their responsibilities for cutting back vegetation that is growing on their land will be in the Summer newsletter.

17.4 Parking on Wynmore Avenue/Tredgold Avenue

Cllr Flynn is dealing with complaints about parking on Wynmore Avenue and Tredgold Avenue. The Police have been in attendance but can only take action if the parking is illegal. The situation will continue to be monitored.

155/17

18. **Carlton Village Report**

18.1 Proposed 30mph speed limit for Carlton Lane/Cemetery Road

The Clerk and Cllr Hollings have been contacted regarding the proposed speed limit for Carlton Lane and Cemetery Road. It was AGREED that the comments made by Cllr Hollings with regards to the extent of the zone and that consideration be given to extending the proposed zone to the full length of Carlton Lane and Cemetery Road should be submitted to Leeds City Council. An additional comment regarding the increase in airport car parking on Warren House Lane and the impact on the number of vehicles travelling through Carlton will also be included.

The defibrillator for the Carlton phone box will be installed on the 8th August. An invitation inviting Carlton residents to an awareness session for the defibrillator during the first week of September (date tbc) will be included with the newsletter delivery. Interested residents will be asked to notify the Clerk if they wish to attend. There will be 30 places available and will be held at Carlton Kennels.

156/17

19. **Liaison Groups**

19.1 Bramhope Village Hall

Councillor Rider had attended the bi-monthly Village Hall Committee meeting on 17th July and reported proceedings to the Parish Council. The next meeting will be in September.

The Hall Manager has trimmed back the shrubs that were obscuring the 20mph sign. The Bramhope Show Banners are being dealt with by the Bramhope Show Committee.

A discussion took place regarding formalising the grant application process for the Village Hall. This is in hand with the Clerk and Finance Working Group. Strong governance is a prerequisite for any major grant and this will form part of the grant discussions.

19.2 Bramhope Primary School

Cllr Bryant attended a meeting of the school governors and reported back to the Parish Council. The school has taken part in a Health and Wellbeing week. The walking bus scheme will start in September with starting points being The Cross and The Birches. Parents raised concerns about children crossing the medical centre car park to access the school. Children will be encouraged to use the front gate instead. Cones have been deployed opposite the school entrance to assist with parking issues around the school. There will be new caterers supplying the school lunches from September.

19.3 Leeds/Bradford Airport

Cllr Howard attended the Leeds/Bradford Airport Consultative Committee in July and reported back to the Parish Council.

A consultation has been launched on proposed changes to aircraft movements at LBA which have noise and air quality implications. The PC needs to publicise and give a response.

The Airport Link Road consultation / decision process has been changed and delayed.

The airport is to build additional car parking on Warren House Lane (they already have permitted development rights)

Although everyone, including the DfT, now supports the Park & Ride station at the south end of Bramhope Tunnel, it looks as if government policy is to cancel any electrification / significant new rail schemes outside of HS2 and Crossrail 2.

Cllr Lawson agreed to assist Cllr Howard with examining the Leeds Bradford Airport Airspace Change Proposal consultation document to enable a Parish Council response.

157/17

20. Parish Issues/Any other business

20.1 Cllr Haswell offered to sit on the cemetery committee in relation to the Octunda.

Cllr Fogel has been approached by residents regarding the overhanging trees on Leeds Road leading to St Giles. Cllr Flynn indicated that LCC are in the process of sending letters to residents regarding this matter.

20.2 Cllr Fox raised that some of the new road surface had been damaged by heavy vehicles. Cllr Flynn confirmed that work is still ongoing.

20.3 Cllr Fox commented that the new double yellow lines in the conservation area are the correct colour and width.

20.4 Cllr Howard has been approached by a resident regarding the status for the proposed development at Breary Lane East and whether they would be leasehold or freehold and the issue of potentially high service charges. It was AGREED that this would be mentioned at the Plans Committee.

158/17

21.

To confirm the date of the next Full Council Meeting

The date of the next meeting will be Wednesday 23rd August at 7.30pm

The meeting closed at 9.56pm