

# BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at Bramhope Village Hall  
held on 25<sup>th</sup> October 2017 at 7.30pm

## PRESENT

Chairman: Simon Cooper

Councillors : Hilary Harris, Diane Fox, Billy Flynn, Amanda Lawrence, John Howard, Marion Rider, and Rob Haswell

Nicola Woodward (Clerk)

**202/17**

**1. Public Participation**

There were two members of the public present. This issue of speeding on Moor Road was raised and a discussion took place regarding the current measures that are in place. The Parish Council re-assured the resident concerned that speeding on Moor Road is regularly monitored by Community Speedwatch and the police.

**203/17**

**2. To receive apologies**

Apologies received from Richard Ellis, David Bryant, Anna Hollings, Martin Fogel

**204/17**

**3. Declarations of disclosable pecuniary interest or other interests**

There were no declarations of interest.

**205/17**

**4. To confirm the minutes of the meeting held on 27<sup>th</sup> September 2017**

The minutes for the 27<sup>th</sup> September 2017 were PROPOSED as a true record by Cllr Howard and seconded by Cllr Fox and AGREED by ALL.

**206/17**

**5. To Receive a report from the Neighbourhood Police Team**

The following crimes have taken place in the last 30 days;  
Theft from a motor vehicle.

A deception theft took place in the car park at Bramhope Medical Centre. A motorist was distracted by someone with a large map asking for directions. During the conversation a handbag was stolen from the vehicle. The Police advise residents to be vigilant if they are stopped by someone asking for directions.

PC Ingham is currently looking at parking issues that have been reported on Tredgold Avenue and will report back to the Parish Council at a future meeting.

There is a consultation taking place with LCC Highways and Cllr Flynn regarding speed on Otley Old Road, in particular the area near St Helena's.

The SID device has been out this month on Moor Road. There were no issues found at that time but there is an ongoing issue with vehicles not slowing down when coming in to the village.

The Neighbourhood Police Team will be assisting at Bramhope Primary School road safety week.

**207/17**

**6. To receive information on the ongoing issues**

**Motion to exclude the public for Agenda Item 6.1 (This agenda item was taken at the end of the meeting)**

**6.1 To receive an update on the sale of Gurnal Flats and Land off Harrogate Road**

A number of offers have been received for both pieces of land. A discussion took place and it was AGREED that subject to financial qualification that the highest offer on each piece of land will be accepted.

A discussion took place regarding setting a time limit for exchange of contracts. The Clerk will explore this with the Solicitor and progress the sale accordingly.

### **6.2 To receive an update on the recruitment of a new Parish Councillor**

The Clerk had not received any applications prior to the meeting. It was AGREED that a further advert with a new closing date for applications will be displayed on the noticeboards and website. An advert will also be included in the next newsletter.

### **6.3 To receive an update on the Trim Trail consultation**

Cllr Lawrence has discussed the Trim Trail with the headmistress at the school. A discussion took place regarding the trim trail and whether to continue to pursue it. It was AGREED that further consultation with other groups in Bramhope, such as Scouts, Guides, and users of the Village Hall should be consulted before making any further decisions.

**208/17**

**7.**

### **Chairmans Update**

The Chairman reminded all Councillors that the Remembrance Day Parade will take place on Sunday 12<sup>th</sup> November. The Chairman will lay the wreath at the Memorial and Cllr Harris agreed to read at the Remembrance Service at St Giles.

The Chairman reported the sad news that the former Village Hall Manager, Paul Welling, had passed away. A card of condolence will be sent to his wife on behalf of the Parish Council. Cllr Howard will include an article in the Winter Newsletter to inform residents.

**209/17**

**8.**

### **Clerks Report**

The Clerk reported that the price for the tree work at The Knoll has been re-negotiated to achieve additional savings.

The Clerk had requested an update on the progress of the SID for Kings Road from LCC, however no response has been received. Cllr Flynn agreed to also contact LCC for an update.

An updated Parliamentary Review document has been published but as per the previous publication there is no change for Bramhope & Carlton.

The cost of the repair of the Spire net will be more than previously quoted as the work will involve removing some of the surfacing, which will then require repair. It was AGREED the work is essential and should go ahead.

**210/17**

**9.**

### **Correspondence**

#### **9.1** Correspondence from a resident regarding street lights in Bramhope

Cllr Flynn has contacted LCC regarding the issue of street lighting. Previously, when funds were available, LCC surveyed residents asking if they wished to have street lighting and the majority indicated that they didn't. Currently there are not the funds available for installing retrospective street lighting. There would also be an issue with installing in The Trees as the verges are owned by residents. LCC would be unlikely to install lighting on private land as owners of the land can request to remove the street lighting at any time.

#### **9.2** Correspondence from a resident regarding parking issues on Tredgold Avenue

Cllr Flynn and PC Karina Ingham are looking at this issue. Unfortunately unless vehicles are parked illegally the police are unable to prosecute. Cllr Flynn will provide a further update at a future meeting.

#### **9.3** White Rose Update September 2017

Cllr Howard highlighted articles of interest including that Parish Councils do not have a right to be a school governor, it is by invitation only, an article on the protection of green spaces which should be looked in to.

Cllr Harris raised whether copies of the various Good Councillor guides were available. The Clerk will forward links to all Councillors as they are all available for download.

#### **9.4** Correspondence from Alex Sobel, MP, regarding Southfield/Birches ginnel lighting

- 9.5 Police & Crime Commissioner Newsletter – October 2017
- 9.6 Correspondence from residents regarding parking charges and associated signs at The Fox  
Concerns have been raised by several residents regarding the introduction of parking charges at The Fox. Leeds City Council has been contacted by the Parish Council to ascertain the legality of installing parking charges and whether there is a need for Planning Permission for the signs, machine and camera. The initial response from LCC is that planning permission has not been sought and that each case will be looked at on individual merit.

211/17  
10.

#### **Planning & Enforcement**

- 10.1 **To confirm the minutes from the meeting held on 19<sup>th</sup> October 2017**  
The minutes for the meeting held on the 19<sup>th</sup> October 2017 were PROPOSED as a true record by Cllr Howard and seconded by Cllr Fox and AGREED by ALL.
- 10.2 **Enforcement issues**  
There were no updates on enforcement issues
- 10.3 **Update on the development at Breary Lane East**  
The Clerk has sent further comments to LCC Planning Officers on behalf of the Parish Council regarding the revised plans submitted in September and October. Few of the recommendations made by the Parish Council have been acted upon to date. The Parish Council will continue to highlight the areas of concern.  
Cllr Harris raised that there has been a further additional comment from LCC Highways regarding insufficient parking for residents on the current plan, as the roads are too narrow. Cllr Harris also raised that Miller Homes have been bought by a company Bridgepoint.  
Cllr Flynn will contact the developers for a response to the Parish Councils previous correspondence regarding the areas of concern for the Parish Council. A date for the Planning Committee has not yet been published.
- 10.4 **To receive an update on the Leeds Site Allocation Plan**  
  
The Green Belt element of the Leeds Site Allocation Plan has been removed from the Stage 1 hearings due to start at the end of October, and will now be considered early 2018.  
  
Cllr Flynn raised that LCC have suggested the housing plan should be for nearer 42,000 new homes rather than the 70,000 previously estimated. Currently it is not clear what this will mean in terms of the current Leeds SAP, however it is very unlikely that anything will change with regards to the Breary Lane site as permission has already been granted.

212/17  
11.

#### **Village Maintenance Committee Report**

- 11.1 **To approve the minutes of the meeting on 3<sup>rd</sup> October 2017**  
The minutes for the 3<sup>rd</sup> October 2017 were PROPOSED as a true record by Cllr Fox and seconded by Cllr Cooper and AGREED by ALL.
- 11.2 **To approve the purchase of the Christmas Tree for 2017**  
The purchase of the Christmas Tree for 2017 was APPROVED by ALL
- 11.3 **To discuss and agree action regarding the plinths at The Cross**  
A discussion took place regarding the plinths at The Cross. It was AGREED that the metal braziers that are loose will be removed. Photographs of the plinths will be taken prior to removal. VMC will consider options for their replacement and report back to FPC. It was highlighted that permission will be required from LCC Highways for any proposed replacements.

213/17  
12.

#### **Finance And Administration Working Party**

- 12.1 **To Approve payments as per the schedule for October**  
There was one additional payment for Thistleprint. The Payment Schedule was PROPOSED by Cllr Howard, SECONDED by Cllr Fox and AGREED by ALL.
- 12.2 **To Approve the Petty Cash statement as per the schedule for October**  
The Schedule was PROPOSED by Cllr Lawrence, SECONDED by Cllr Fox

and AGREED by ALL.

214/17

13.

### **Events Report**

#### **13.1 Christmas Lights Switch On**

Cllr Harris has met with the RCMH Social Group. A Halloween party for both pre-school and one of school age children has been organised.

Leaflets have been produced for the Christmas lights switch on which will be held on 25<sup>th</sup> November which will be distributed at the school for the children to take home.

The organisers have arranged a variety of stalls which will be selling crafts, cakes, books etc. and will include local businesses. The Britannia Hotel have donated 300 mince pies for the event.

Thanks were given to Councillor Flynn for arranging LCC funding for additional lights.

The Clerk has completed a risk assessment for the event. The event has been given a risk rating of Low by LCC.

Cllr Harris congratulated the Social Group for the amount of organisation that has been put into the event.

A folk event had to be cancelled due to low numbers. There were low numbers at a play also held at the Village Hall, however the event classed with an Adel Players event which had a detrimental effect on ticket sales.

215/17

14.

### **Communications Working Party Report**

#### **14.1 Broadband**

Cllr Howard has contacted Superfast WY for an update on 'The Trees' and also raised the issues in St Helena's and Carlton. A response is outstanding.

#### **14.2 Newsletter**

The call for copy will be sent on 1<sup>st</sup> November. It is anticipated that the newsletter will be ready for delivery the first week of December.

216/17

15.

### **Personnel Working Group**

The Personnel Working Group will hold a meeting early November.

217/17

16.

### **Cemetery Working Group**

There was no report from the Cemetery Working Group

218/17

17.

### **Leeds City Council Update**

#### **17.1 To receive an update on a skate park facility in Bramhope**

A discussion took place regarding the anticipated cost of a skate park, estimated to be in the region of £150,000 plus ongoing costs and also the need for a suitable location. There are grants available that may support the cost but it would be likely that some match funding from the Parish Council would be required.

Cllr Flynn will arrange for an LCC officer to assess whether or not the Recreation Ground would be a suitable site prior to any further discussion taking place.

#### **17.2 To receive an update on LCC policy regarding installation of street lighting**

This item had already been covered under agenda item 9.1.

#### **17.3 Mobile SID**

Cllr Flynn has had further interest from Arthington and Pool in having a mobile SID for the Ward so will pursue this further.

#### **17.4 St Helena's request for a defibrillator**

Following a request from residents at St Helena's for a defibrillator to be installed at the site, Cllr Flynn is making further enquiries.

#### **17.5 Road Safety Measures – Otley Old Road/St Helena's entrance**

Possible measures for increasing safety at the junction of Otley Old Road and St Helena's entrance are being explored by Cllr Flynn, PC Karina Ingham and LCC. A speed survey will take place shortly.

219/17

18.

### **Carlton Village Report**

Defibrillator checks are being undertaken and reported by Councillor Hollings each week.  
A planning application has been submitted for 6 detached houses on the old Chevin Nurseries site.  
Several residents have objected.

The Clerk is producing a flyer for households in Carlton with some information regarding faster broadband following a request from Cllr Howard, which will be distributed by Cllr Hollings.

**220/17**  
**19. Liaison Groups**

**19.1 Bramhope Village Hall**

Bookings for the hall continue to increase.

The project to replace the roof will take place in three phases. The first phase will be for the front part of the building. Cllr Rider will check with the Village Hall that the tiles will be replaced like for like.

**19.2 Bramhope Primary School**

There was no report for Bramhope Primary School.

**19.3 Leeds/Bradford Airport**

Cllr Howard previously circulated the minutes and presentation from that last Airport Committee Meeting.

Bridgeport have sold the airport to AMP Capital.

The next meeting will be held in December.

**221/17**  
**20.**

**Parish Issues/Any other business**

**20.1** The phone box has been removed for refurbishment.

**20.2** Reverend Janice Smith, St Giles, is retiring in January. She has made a large contribution to the village and will be greatly missed. It was PROPOSED by Cllr Howard and  
**20.3** SECONDED by Cllr Harris and AGREED by ALL that a letter will be sent to Reverend Smith on behalf of the Parish Council.

**20.4** Cllr Cooper met with Reverend Smith and the Choirmaster of St Giles to discuss refreshing the content of annual carol service. Suggestions will be sent by Reverend Smith.

**20.5** Cllr Howard expressed his thanks to colleagues on the Parish Council for their support.

**20.6** Cllr Lawrence shared a copy of the Otley Neighbourhood Plan.

**20.7** A request was made for Cllr Flynn to contact Councillor colleagues in Otley/Yeadon Ward regarding issues with the road at Carlton/Cookridge crossroads flooding in heavy rain.

**222/17**  
**22.**

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

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

The meeting closed at 9.50pm