

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at Bramhope Village Hall
held on 22nd November 2017 at 7.30pm

PRESENT

Chairman: Simon Cooper

Councillors : Hilary Harris, Diane Fox, Billy Flynn, Amanda Lawrence, John Howard, Marion Rider, and Rob Haswell, Richard Ellis, David Bryant, Martin Fogel

Nicola Woodward (Clerk)

223/17

1. Public Participation

There were three members of the public present. One member of the public raised the issue of speeding on Moor Road. The Neighbourhood Police Team representative will pass on the issue and continue to deploy Community Speedwatch in the area.

224/17

2. To receive apologies

Apologies received from Anna Hollings,

225/17

3. Declarations of disclosable pecuniary interest or other interests

There were no declarations of interest.

226/17

4. To confirm the minutes of the meeting held on 25th October 2017

The minutes for the 25th October 2017 were PROPOSED as a true record by Cllr Fox and seconded by Cllr Bryant and AGREED by ALL.

227/17

5. To Receive a report from the Neighbourhood Police Team

The following crimes have taken place in the last 30 days;
5 burglaries. Some have taken place in the afternoon and others early evening. There seems to be an increase in the number of crimes taking place in the early evening now that the dark nights have arrived. The Police would like to remind residents that they should be vigilant and keep doors locked.

There has been one significant arrest linked to burglaries that have taken place in Bramhope and Pool.

There has been one theft of a motor vehicle and an attempted theft of plant machinery.

Some York stone has been stolen from a premises during the night.

Community Speedwatch will continue to be deployed in the village.

Members of the Neighbourhood Police Team attended road safety week at the Primary School.

Cllr Haswell will contact PC Ingham regarding training in the deployment of the mobile SID.

228/17

6. To receive information on the ongoing issues

6.1 To discuss and approve the content of the Puritan Chapel Service

The content of the Chapel Service was reviewed and AGREED by ALL.

Cllrs Fogel, Harris, Howard and Rider agreed to be readers for the service.

A discussion took place regarding the disposal of the piano. It was AGREED that the piano should be sold, if possible.

A discussion took place regarding Mare Curie being present at the service to collect donations. It was AGREED that as a retiring collection is taken to support the upkeep of the chapel that it would not be appropriate to have a second collection.

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

The Clerk has received two applications for the position of Parish Councillor. Both applicants have been invited to attend the next Parish Council meeting in January. The Clerk will circulate both applications.

6.3 To receive an update on works to The Cross

The Clerk has contact LCC Planning and Highways departments respectively. The Planning Department have indicated that the removal of the mini crosses does not require permission, Removal of the structures falls under the Permitted Development rights of Parish Councils (GPDO 2015, Part 12, C) However, because the site is prominent within the village, is within the Conservation Area and within the immediate vicinity of several Listed buildings, it may well be that Listed Building permission would be required for any structure which replaces them. Highways have yet to respond but assume that they would need to be consulted regarding any replacements. A local contractor has agreed he will assist in removing the crosses. It was AGREED that notification will be included in the Newsletter that the mini crosses will be removed. The removal will take place in the New Year.

6.4 To receive an update on the sale of Parish Council land

The sale of the land is proceeding. The Clerk will request an update regarding a date for exchange of contracts.

229/17

7.

Chairs Update

The Chair attended the Remembrance Day Service. The Parade and Service were well attended, with a large contingent of Cubs, Brownies, Scouts and Guides attending. The Chair thanked Cllr Harris for undertaking a reading on behalf of the Parish Council. Thanks to Cllr Bryant for taking photographs. Cllr Bryant will forward the photos to Cllr Howard for inclusion in the Winter newsletter.

St Giles Church wardens have sent an invitation to the Parish Council to attend Reverend Janice Smith's final service, which will be held on 28th January. Cllrs Cooper, Howard and Harris will attend.

230/17

8.

Clerks Report

The Clerk reported that the tree work at The Knoll will take place next week.

LCC have indicated that the SID for Kings Road is progressing but a date for installation has not been confirmed.

Due to the length of time it has taken for the Kings Road SID to be installed, it was AGREED that Cllr Flynn should start the process with LCC for the SID for Moor Road, previously agreed by the Parish Council.

The Spire net has been repaired.

The Clerk reminded the Councillors that all being well the newsletter would be ready for delivery from Friday 1st December.

The Clerk gave thanks to Cllr Fox for agreeing to assist with opening and closing the chapel on 2nd December for a private service.

The split cherry tree at the recreation ground has been removed.

231/17

9.

Correspondence

9.1 Email from Cllr Anderson regarding a SID for Old Lane

A discussion took place regarding the request from a resident via Cllr Anderson for a SID to be installed on Old Lane. The issue has been raised previously but past traffic surveys haven't demonstrated excessive speeds. There is also an issue about installing a device where there are no street lights. Cllr Flynn will request an up to date speed survey for Old Lane prior to any further discussion.

9.2 Clerks & Councils Direct – November 2017

9.3 The Clerk Magazine – November 2017

9.4 Council Matters – Came & Company

9.5 Email from Cllr Anderson regarding Cold Calling zone for Creskeld Lane

A discussion took place regarding an enquiry from Cllr Anderson as to whether a cold calling zone has been considered for Creskeld Lane. The majority of Creskeld Lane lies in Arthington Parish. A discussion took place regarding the process for implementing a cold calling zone. Based on previous experience there needs to be substantial evidence that there is a significant issue with cold callers, this needs to be done via surveys and collation of statistics regarding the number of cold callers. Caution should be taken that a single comment is not the opinion of the populous. There will be no further action at this time.

9.6 Email from a resident regarding traffic calming on Long Meadows

232/17

10. Personnel Working Group

10.1 To Receive and Approve the minutes of the Personnel Working Group held on 7th November 2018

The minutes of the Personnel Working Group held on 7th November were PROPOSED as a true record by Cllr Fogel and seconded by Cllr Lawrence and AGREED by ALL.

Agenda item 10.2 was taken at the end of the meeting in closed session. The Clerk left the meeting at 9.30pm prior to the discussion regarding item 10.2.

10.2 To Approve the annual Pay Award for Parish Council employees from 1st April 2018

A discussion took place regarding the Pay Award for Parish Council employees. It was AGREED that one increment point plus any cost of living increase negotiated nationally will be awarded from 1st April 2018.

233/17

11.

Planning & Enforcement

11.1 To confirm the minutes from the meeting held on 1st November 2017

The minutes for the meeting held on the 1st November 2017 were PROPOSED as a true record by Cllr Haswell and seconded by Cllr Lawrence and AGREED by ALL.

11.2 Enforcement issues

Enforcement issues were circulated prior to the meeting.

A request was made for Cllr Flynn to ask about an issue previously raised regarding Manor Gates.

11.3 Update on the development at Breary Lane East

Cllr Cooper gave a vote of thanks for the work carried out by the Planning Committee and Cllr Flynn prior to the plans panel, and their input at the panel and subsequent meeting with LCC Planning Officers and ID Planning representatives.

A letter has been circulated to residents who are most affected by the development to give an update following the Plans Panel. The content of the letter will be placed on the website.

The current position is that LCC have issued a decision and Reserved Matters. The Reserved Matters includes the major concerns for the Parish Council, particularly the lack of landscaping. The Parish Council have been given a further opportunity to comment. LCC have also now asked their Landscape Ecology expert to be involved.

Special thanks given to Cllr Flynn for forming a good working relationship with the LCC Planners to achieve the best possible outcomes. Cllr Flynn will send a letter of thanks to LCC Planning Officers thanking them for working with the PC on the issues and the productive meetings that have been held to date.

A press release has been sent to the Wharfedale.

Concerns regarding the timing of the building of the roundabout have been raised by a business owner. LCC will be asked how the building of the roundabout is likely to affect local business.

The supermarket will go ahead, but the opening hours have still to be decided. The provider is not yet known.

**234/17
12.**

Village Maintenance Committee Report

12.1 To approve the minutes of the meeting held on 7th November 2017

The minutes for the 7th November 2017 were PROPOSED as a true record by Cllr Fox and seconded by Cllr Harris and AGREED by ALL.

12.2 To receive information and estimate for repair of play equipment and agree action

Two items of equipment have been highlighted as requiring repair. The upright post holding the two nets on the fort has a screw and cap missing. Fitters tried to repair when came to do spire net but the nut must have sheared off so requires a replacement post and associated parts.

Springer flower is coming loose. A quote has been received; however this seemed to be high.

A discussion took place regarding repair. It was AGREED that VMC will look at both issues and decide further action.

**235/17
13.**

Finance And Administration Working Party

13.1 To Approve payments as per the schedule for November

There was one additional payment. The Payment Schedule was PROPOSED by Cllr Howard, SECONDED by Cllr Fox and AGREED by ALL.

13.2 To Approve the Petty Cash statement as per the schedule for November

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

13.3 To receive and approve minutes of Finance Working Group held on 8th November 2017

The minutes for the meeting held on the 8th November 2017 were PROPOSED as a true record by Cllr Fogel and seconded by Cllr Lawrence and AGREED by ALL.

13.4 To approval annual review of Standing Orders, Financial Regulations and Statement of Internal Control

The Standing Orders, Financial Regulations and Statement of Internal Control have been reviewed by the Finance Working Group. Minor amendments were circulated prior to the meeting. The amendments were AGREED by ALL. The Clerk will circulate final versions to all Councillors for their records.

13.5 To receive and comment on draft budget for 2018/19

The draft budget for 2018/19 was circulated to all Councillors. The Clerk requested that all Councillors look at the proposed budget, and in particular think about any capital projects for the forthcoming year that require inclusion in next years budget.

**236/17
14.**

Communications Working Party Report

14.1 Newsletter

The newsletter should be available for delivery from 1st December.

A proposal has been received for a village diary of events. Cllr Howard indicated that this could be explored, possibly for a future edition and for the website.

14.2 Broadband speed- Carlton

Cllr Howard is awaiting a response from WY Superfast. Cllr Flynn offered to follow up a response.

237/17

15.

Cemetery Working Group

There was no report from the Cemetery Working Group

238/17

16.

Leeds City Council Update

16.1 To receive an update on parking in Tredgold Avenue and discuss ideas for improvement

Cllr Flynn has distributed a letter to residents on Tredgold Avenue with some suggestions from the police, which includes double yellow lines on the newsagent side of the junction, marked spaces on the road, bollards on the pavement. The police are only concerned with road safety and illegal parking. Whilst the proposals will improve road safety at the junction it is likely to move the parking issue further up the road. LCC Highways are coming out to look and further discussion will take place with the Police. Currently no decisions have been made regarding any of the proposals. Cllr Flynn will provide an update at a later meeting.

239/17

17.

Carlton Village Report

30mph zone. LCC have received a request by Guiseley Ward members to extend 40mph limit to built up boundary of Guiseley. There are no firm timescales. If there is general support for the proposals from LCC then will seek authorisation to advertise the legal order for 30mph/40mph. Cllr Hollings has asked question if this delays the Carlton part but not had a response as yet. Cllr Flynn indicated that the Carlton limit should be pursued now rather than wait for the extension to be explored.

240/17

18.

Liaison Groups

18.1 Bramhope Village Hall

A Halloween Party was held in October, a Christmas party will be held on 10th December. The Bowling Club will be hosting its annual quiz at the hall on 2nd December.

18.2 Bramhope Primary School

The school held a Spooktacular disco. A collection for Children in Need also took place.

The new library has now been opened.

The school held a road safety week.

Children from the school have taken part in a Shakespeare in Schools performance at The Carriageworks and will also perform an encore at the Alhambra. The performances were fantastic.

18.3 Leeds/Bradford Airport

There was no report for Leeds/Bradford Airport.

241/17

19.

Parish Issues/Any other business

19.1 Cllr Bryant has attended a course regarding GDPR on behalf of the school. Cllr Bryant raised that there will be implications for the Parish Council. The Clerk indicated that this was on the agenda for the next Communications Working Party meeting.

19.2 Cllr Harris indicated that Spring Wood is being explored as the name for the new development.

19.3 The switch on for the Christmas lights will take place on 25th November.

19.4 Cllr Harris raised that the school PTA are concerned about overlap in events held by the Village Hall Social Committee, so in future there will be liaison between the two organisations.

19.5 Cllr Harris requested that the festival be held during June and July in 2018.

19.6 Cllr Harris asked the Clerk to include the selection of the Parish Councils nominated charity for 2018 on the agenda for January 2018.

242/17

20.

To confirm the date of the next Full Council Meeting

The date of the next meeting will be Wednesday 24th January 2018 at 7.30pm

The meeting closed at 9.45pm

Minutes by Nicola Woodward (Clerk)
Published 28 November 2017