

# BRAMHOPE & CARLTON PARISH COUNCIL

## Minutes of the Meeting of the Parish Council held at Bramhope Village Hall held on 28<sup>th</sup> February 2018 at 7.30pm

### PRESENT

Chairman: Simon Cooper

Councillors : Alan Anslow, Diane Fox, Hilary Harris , Amanda Lawrence, John Howard, , Rob Haswell, David Bryant,

Councillor Harris took the Minutes in the absence of the Clerk

**26/18**

**1. Public Participation**

Catherine Birkby, a Bramhope resident, attended to seek support from the Parish Council to make Bramhope "dementia friendly". There are 7 criteria to meet. Catherine will email a copy of the criteria to the Clerk. Catherine is aware of other organisations such as OPAL and will work alongside them.

The Parish Council gave their full support to this initiative and said that the Clerk would liaise with Catherine where necessary with a view to assisting with publicity and signposting contacts for possible funding. Councillor Harris to provide Catherine with the Clerk's contact details.

**27/18**

**2. To receive apologies**

Apologies received from Billy Flynn, Richard Ellis, Martin Fogel, Anna Hollings, Marion Rider, Nicola Woodward (Clerk)

**28/18**

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

There were no declarations of interest.

**29/18**

**4. To confirm the minutes of the meeting held on 24<sup>th</sup> January 2018**

The minutes for the 24<sup>th</sup> January 2018 were PROPOSED as a true record by Cllr John Howard and seconded by Cllr Diane Fox and AGREED by ALL.

**30/18**

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

A written report from the Neighbourhood Police Team was circulated prior to the meeting as the Police were unable to attend. Crime in the last 30 days includes:

29th January - burglary where intruders snapped a lock in the rear patio door. Keys to a car were taken and the car stolen. There is an ongoing investigation.

Sometime between 1-3rd February there was a burglary whilst the resident was away. A suspect has smashed glass in the patio door and entered and stolen bottles of alcohol before making off. There are no lines of enquiry.

10th February there was an attempted burglary at a property under renovation. Males rummaged in the skip before trying to force open the front door. There is an ongoing investigation.

14th February there was an attempted theft, scrap collectors tried to take items from a skip without asking and left when challenged by the resident.

The Neighbourhood Police team passed on its thanks to community spirited approach that residents of Bramhope are taking in terms of ringing the police when there are suspicious people and challenging illegal scrap metal collectors as this will make thieves and burglars look elsewhere. Whilst residents are asking if this is not a job for the police, unfortunately with reductions in Police

and the ever increasing demand on offices the Police are unable to deliver what many people would like. Hopefully as numbers increase again over the year then Police visibility will too.

The Ward Manager is due to leave the Police force soon.

Cllr Howard raised his concerns that the report from the Police did not always provide a complete picture of crimes in the area. Cllr Lawrence pointed out that the report made no reference to a recent attempted burglary in Creskeld Garth. The victim had previously been the target of a car jacking. Cllr Cooper said that the Parish Council does not condone the sharing of photos on Facebook or other social media. Cllr Harris support this as there had been an occasion when an individual's photo had been put on Facebook because it was thought he was acting suspiciously. Cllr Harris had recently seen the same individual delivering charity bags, a legitimate occupation. It was accepted that any photographs of persons causing concern should be shared only with the Police.

The Parish Council passed on its thanks for the assistance the Ward Manager has given over the past few years and wished her well for the future.

31/18

6.

**To receive information on the ongoing issues**

**6.1 To receive an update on the sale of Parish Council land**

The sale of the land is still going through and should be completed in the near future.

**6.2 To receive an update on the provision of financial support for the Citizens Advice Bureau in Otley and to agree action required.**

Otley Town Council have indicated that the Citizens Advice Service as it stands is definitely closing and they are looking to provide a reduced service elsewhere in town. Cllr Fox pointed out that Otley Town Council has offered Citizens Advice the use of the building where they are located but this has been declined by CAB. They will not, however, be "homeless" and a service will be provided.

**6.3 To receive an update on the deployment of the mobile SID**

Cllrs Haswell and Fox borrowed the Community Speedwatch Mobile SID (Speed Indication Device) and took it out on two separate dates to various locations to monitor speeds. Locations that were covered included Old lane, Moor Road, Church Hill, Tredgold Avenue, Breary Lane.

It is evident that many drivers travelling in excess of the speed limit slowed down when they saw the flashing lights of the SID and therefore the SID acted as a deterrent to excessive speed. When the SID was removed the drivers did not slow down.

Breakdown of speeds

Date & Time	Location	Number of Vehicles	Number exceeding limit by 5mph or more	Top recorded speed
30/01/18 8.30am – 9.00am	Old Lane outside the Village Hall (20mph)	48	8	28 mph
30/01/18 9.00am – 9.30am	Moor Road (20mph zone) – Inbound	16	4	26 mph
30/01/18 9.00am – 9.30am	Moor Road (20mph zone) – Outbound	21	7	33 mph
30/01/18 9.30am – 10.00am	Church Hill (20mph zone) – Outbound	51	9	34 mph
07/02/18	Moor Road (30mph zone)	44	12	40 mph

8.30am – 9.00am	near Cemetery) – Outbound			
07/02/18 8.30am – 9.00am	Moor Road (30mph zone near Cemetery) – Inbound	20	1	36 mph
07/02/18 9.15am – 9.40am	Tredgold Avenue (20mph zone) – Outbound	16	2	25mph
07/02/18 9.50am to 10.20am	Breary Lane adjacent to Parklands Gate (20mph) – Westbound	11	2	25 mph
07/02/18 9.50am to 10.20am	Breary Lane adjacent to Parklands Gate (20mph) – Eastbound	19	2	29 mph

Whilst Cllr Haswell thought that this was a good PR exercise in view of the fact that residents commented on their presence and appreciated the efforts that the Councillors were making, it would only be effective if a permanent SID was in place. There was a vote of thanks to the Councillors for their efforts.

Cllr Howard requested an analysis of the SID on Kings Road so that details may be given in the next Village Newsletter. This to be raised at the next VMC to action.

#### **6.4 To receive an update on lighting for Southfields/The Birches ginnel**

Cllr Harris met with the Crime Prevention Officer. Comments from the Crime Prevention Officer included;

- Installing a light in a ginnel would require planning permission .The added complication and cost would be that as there are no street lights nearby there is nothing to supply it from.
- The Police have researched solar lights and haven't found one that on 5 hours charge would offer up to 18 hours of illumination at the lux levels required for a footpath / ginnel.
- Consultation would need to be done for either of these options before an application was submitted.
- Having looked at the ginnels and the crime figures the Police are happy that anyone entering can see to the other end safely, there are no hiding places for someone to wait either.
- There has been no anti – social behaviour in the area recently but I believe there has in the past in the ginnel. This needs to be taken into consideration when lighting as it may attract youths and there is a small wall at the end of the ginnel at the Birches where they could potentially sit.
- Crime stats show low crime in the area and no concerns where the ginnels are.  
The Clerk indicated has also done some research into solar lights and ascertained that due to the width of the ginnel, suppliers had indicated there would be insufficient daylight in winter to charge the batteries by solar power for bollard lights. The cost of mains powered lighting is being explored with LCC but due to the distance of the ginnel from mains powered street lighting, the cost is likely to be prohibitive.

The cost for mains powered lighting has been requested from Leeds City Council but has not been received.

In view of the comments from the Crime Reduction Officer, the Parish Council felt that solar powered lights would not offer a solution but that the cost for hard wired lighting should be awaited prior to any further action being taken.

## **6.5 To agree a revised date for the Annual Parish Meeting**

It was AGREED that the Annual Parish Meeting will take place on Wednesday 2<sup>nd</sup> May at 7.00pm at Bramhope Village Hall.

**32/18**

**7.**

### **Chairman's Update**

The Chairman had nothing to report.

**33/18**

**8.**

### **Clerks Report**

John Mordy had been in touch to ask if he could take a group of BPS children on a tour of the Puritan Chapel. This was agreed by the Clerk.

Cllrs Harris and Bryant accompanied the Clerk to choose the stone for the new Bramhope signs. A meeting with LCC has been arranged to confirm location. Suggest keeping the same locations for the new signs.

The power to the Carlton phone box had tripped but this has now been rectified.

**34/18**

**9.**

**9.1** Request from the Bramhope Good Neighbour Scheme to publish an awareness article in the Spring Newsletter.

Whilst it was felt that the objectives were well intentioned, Cllr Howard agreed to contact Stephen Weatherley to discuss in more detail to see whether there is something more definite to print in the Newsletter at this time.

The Clerk to write to Stephen Weatherley to ask whether the group will be working under the umbrella of a national scheme.

**9.2** PCC Newsletter February 2018

This was noted

**9.3** Request from Bramhope Show Committee to include the Bramhope Show Programme in with the delivery of the Summer Newsletter.

This was agreed in principle but close liaison would be necessary and the Bramhope Show Committee will need to fit in with the Newsletter deadlines. If they are to be delivered together, the Show Committee should be provided with details of the Parish Council's delivery rounds in order that their Show Programmes may be counted into rounds by Committee members and then passed to the Parish Council for inclusion in the deliveries.

**9.4** To receive correspondence from Bramhope Scout Camp including a request for a Councillor to visit them and inclusion in the next newsletter.

Cllr Howard said he would be happy to visit when he could discuss grant applications and the request about the Newsletter. The Clerk to arrange.

**9.5** To discuss and agree action following a request from Bramhope Rugby Club for Parish Councillors to attend a joint meeting to discuss future plans.

Cllr Cooper would like to accompany Cllr Flynn to a meeting provided that the meeting is held on an evening. In the event that this is not possible, Cllr Bryant would be available for a day time meeting. The Clerk to arrange via Cllr Flynn.

**35/18**

**10.**

### **Personnel Working Party Report**

There was nothing to report.

**36/18**

**11.**

### **Planning & Enforcement**

**11.1 To confirm the minutes from the meetings held on 24<sup>th</sup> January and 7<sup>th</sup> February 2018**

The minutes for the meeting held on 24<sup>th</sup> January and 7<sup>th</sup> February 2018 were PROPOSED as a true record by Cllr Haswell and seconded by Cllr Fox and AGREED by ALL.

**11.2 Enforcement issues**

Enforcement issues were circulated prior to the meeting.

Cllr Howard requested clarification regarding the ANPR cameras at the Fox and Hounds. Whilst it was agreed that the majority of the signs have **not** been put on the existing lighting columns, as the signs have deemed consent there was nothing the Parish Council can do. The Planning Committee had made No Comment regarding the cameras.

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

Cllr Harris had noticed a man with a tripod and microphone standing near the Jubilee Copse stone. It was assumed that he was measuring traffic noise.

**11.4 To receive an update on the Core Strategy Selective Review and agree action required**

It was agreed that this should be referred to the next Planning Committee.

**11.5 To discuss comments and requests received from Leeds City Council with regards to bus shelters on the A660 in conjunction with the proposed new roundabout.**

The following points from the report were discussed:

Point (i) use of a concrete edge to delineate the boundary of the PC Land when extending the footway at The Poplars **AGREED**

Point (iv) the PC to accept the ownership and ongoing maintenance of a new bus shelter (inbound between High Ridge Way and access road to the new development) assuming that Millers will accept the additional cost. **AGREED**

Point (vii) LCC will remove and replace trees as requested if removal is required to site the new shelter. Planning permission will be required from LCC for removal of trees as they are in the Conservation Area. **AGREED subject to the necessary planning permission.**

Point (viii) LCC have requested that the bus stop pole and litter bin at The Birches bus stop be re relocated onto the grass verge (which the PC owns) to declutter the footway. **Whilst the Parish Council agrees to this, it is felt that Leeds City Council will need to liaise with the relevant bus operative who may object to the bus stop being relocated.**

When the Clerk responds to Leeds City Council they should be asked if the pavement running from The Poplars to the Opticians will be brought up to standard as part of the highways works.

37/18

12.

**Village Maintenance Committee Report**

**12.1 To approve the minutes of the meeting held on 6<sup>th</sup> February 2018**

Cllr Howard stated that he felt that Minutes could not be approved by those who had not attended the meeting and that, in future the heading should read to accept the minutes of the meeting, rather than approve. This was agreed.

Cllr Howard noticed an error in the Minutes:

3.5 The second sentence should read "The Puritan Chapel electrics were checked approximately 7 years ago" rather than "The Pavilion...". This was changed on the Minutes.

The minutes for the meeting held on the 6<sup>th</sup> February 2018 were PROPOSED as a

true record by Cllr Harris and seconded by Cllr Fox and AGREED by ALL.

**38/18**

**13. Finance And Administration Working Party**

**13.1 To Approve the payments as per the schedule for February 2018**

The payments schedule for February were PROPOSED by Cllr Howard, SECONDED by Cllr Haswell and AGREED by ALL.

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

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

**39/18**

**14. Communications Working Party Report**

Cllr Howard had raised concerns about the reporting in The Wharfedale newspaper. Having spoken with the reporter a recent report was more balanced and reflected the views of the Parish Council.

Cllr Howard will request articles for the Village Newsletter by 23/24 March with a view to going to the printers by 9 April.

Cllr Howard reported that it has been difficult to arrange a meeting of the Communications Working Party in view of Cllr Ellis's work commitments so Cllr Howard and the Clerk have agreed to meet on 6 March 2018.

**40/18**

**15. Summer Festival Update**

Cllr Harris reported that plans for the Summer Festival are going well, using the format of approaching groups and organisations in the Village to encourage their participation. Events planned so far are:

- 3 June: an organ recital at Bramhope Methodist Church
- 8 June: Adel Players, including pie and pea supper at the Village Hall
- 16 June: Mini Breeze at West Park Rugby Club – subject to funding
- 30 June: Bramhope Primary Scarecrow Hunt and Summer Fayre
- 7 July: Chorus Choir UK at St Giles Church
- 14 July: Cabaret Evening at the Village Hall
- 21 July: Afternoon tea & entertainment at the Methodist Church
- 28 July: Harrogate Brass and at West Park Rugby Club

Bramhope Film Club are to show a film at a date to be decided and there will be two History Walks provided by Cllr Fox on a Tuesday and Sunday on dates to be decided.

Cllr Harris will liaise with Cllr Howard regarding publicity.

**41/18**

**16. Leeds City Council Update**

Cllr Flynn was not in attendance but requested that the Parish Council discuss a communication from LCC Highways regarding speed surveys and speed limits on Moor Road and Otley Old Road.

Jonathan Waters states in his report that, at this time, there is insufficient evidence to warrant changing the speed limits on Cookridge Lane/Moor Road and Otley Old Road.

Whilst this is not the outcome that the residents who raised the matter had hoped for, it was agreed that Mr Waters report was both excellent and unbiased and the Chair will write to him direct to thank him for this.

**42/18**

**17. Carlton Village Report**

No report

43/18

18.

**Liaison Groups**

**23.1 Bramhope Village Hall**

No report.

**23.2 Bramhope Primary School**

Whilst Cllr Bryant has not attended a recent meeting, he was able to report that two new administrative staff have been employed. He also reported that the children made a history walk around the village which included a visit to the Puritan Chapel. Thursday 1 March is National Book Day when the children will dress as characters from books and the public are welcome to visit the new school library.

**23.3 Leeds/Bradford Airport**

Cllr Howard reported that the next meeting will be on 29 March 2018.

44/18

19.

**Parish Issues/Any other business**

**19.1** Cllr Harris made Councillors aware that there will be a launch party for the new Post Office at Christalya's Newsagents. This will be held on Thursday 22 March 2018 from 16.00 hours when champagne and cakes will be served. Councillors were encouraged to attend.

**19.2** Cllr Harris informed Councillors of the Bramhope in Bloom Coffee morning at the Village Hall on Saturday 24 March 2018 from 10.30 – 12 30 pm.

**19.3** Cllr Harris informed Councillors of an email that she had received from David Marshall of the British Legion asking if the Parish Council would like to sponsor a silent soldier to commemorate the ending of World War 1. The cost would be approximately £250. The Clerk will be asked to investigate whether the Parish Council is able to make such a sponsorship and to report back.

**19.4** Cllr Harris raised a personnel issue which will be brought to the attention of the Clerk.

**19.5** Cllr Howard raised concerns about changes at Ellar Ghyll Recycling Site. He has already raised these concerns with Cllr Flynn. A number of recycling facilities have gone, such as for cartridges, and charges have been introduced for the tipping of rubble. He fears that this will lead to indiscriminate tipping.

**19.6** Cllr Howard raised the question about whether additional security is to be provided for the new Post Office. This will be raised with the Police.

**19.7** Cllr Fox raised the issue of opening the Puritan Chapel once again on Sundays throughout the summer. The opening dates will take account of two Heritage Open Days and will be on the first Sundays in June, July and August and then on Sundays 9<sup>th</sup> and 16<sup>th</sup> of September. Cllr Fox will email Parish Councillors for volunteers to staff the openings and will also contact North Leeds Life to advertise the events.

45/18

20.

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

The date of the next meeting will be Wednesday 28<sup>th</sup> March 2018 at 7.30pm

The meeting closed at 9.40 pm