

BRAMHOPE & CARLTON PARISH COUNCIL

MEETING OF THE VILLAGE MAINTENANCE COMMITTEE

Wednesday 4th July 2018, 6.00pm at the Bramhope Village Hall

Present:

Cllr Simon Cooper (Chair)
Cllr Diane Fox
Cllr David Bryant
Cllr Martin Fogel
Nicola Woodward, Clerk

1) To receive apologies:

Apologies were received from Cllrs Hilary Harris and Alan Anslow & Brian Taylor – Village Caretaker

2) To disclose or draw attention to any disclosable pecuniary interest

No interests were declared.

3) To receive information on the ongoing issues and decide further action where necessary

3.1 To receive an update on the replacement of Bramhope signs

Both signs have now been replaced. Bramhope in Bloom have done some new planting at the Puritan Chapel sign.

3.2 To receive an update regarding drainpipes at the Puritan Chapel

The drainpipes are on order and will be replaced as soon as possible..

3.3 To receive regarding the condition of the interior of the Puritan Chapel and decide further action.

A discussion took place regarding the condition of the plaster on the gable end of the chapel and around one of the windows. The plaster on the gable end of the chapel has not deteriorated in recent years. The plaster round one of the windows is likely to have been affected by the issue with the gutters and drainpipes. The area will be monitored over the coming months by the Clerk and any changes will be notified to VMC for further discussion and action.

3.4 To receive an update regarding the proposed extension to the footpath at Jubilee Copse.

The Clerk is preparing a specification for the path, based on the previous works completed at Jubilee Copse, and will distribute to interested parties in order to obtain three quotations. It is thought that the cost of the path will not exceed £7500 therefore will not be required to go out to tender.

3.5 To receive information regarding grass cutting at the recreation ground and decide further action where necessary.

Recent feedback from the Cricket club is that that they are currently happy with the condition of the outfield. A machine to collect clippings would increase the cost of the grass cutting significantly if it were used on a weekly basis. It was suggested that additional cuts/grass collection could be budgeted for at certain points in the season but no decision was taken on this. It was AGREED that Cllr Fogel will discuss grass cutting with the cricket club and that the grass is monitored on a regular basis.

3.6 To receive information regarding the replacement of the signs for The Cross and decide further action

No further action required as this was discussed and replacements agreed by Full Parish Council on 27th June 2018.

4) Work completed since 6th June 2018

Cut back branches at Creskeld Lane bus stop and overhanging Leeds Road.
Cut back weeds and bushes, obstructing view at Cairns & Hickey bus stop.
Removed weeds and debris from the grid at Jubilee Copse
Strimmed around dog bins at Recreation ground.
Strimmed grass, cut hedges and weeded perimeter of car park.
Painted all planters at the Parade.
Sprayed weeds at the Cross.

5) To receive BiB Report

Judging day for Bramhope in Bloom summer judging will be at 9.45 am on 17 July. A request for the Village Caretaker to clear up leaves etc at the Well site and The Parade with blower. If required Bramhope in Bloom volunteers will assist with bagging up leaves. The Village Caretaker had indicated to the Clerk prior to meeting that assistance would not be required.

6) To receive the Annual Property Inspection report and decide further action where necessary

The annual property inspection identified improvements/repairs that are required to maintain the Parish Council's properties during the forthcoming year. Some jobs have already been completed in the intervening period including:-

Puritan Chapel – arrangements made for gutters and gutter brushes to be cleaned.

Car Park – Hedge has been cut on both sides

The Cross – replacement signs have been agreed

The Knoll – a request has been sent for a replacement bolt for the swing and the issue of the design/chains. The dead tree near the shelter should be removed. Missed when tree work undertaken last year.

Jubilee Copse – the grass has been cut on the other section. A discussion took place regarding the creation of a meadow. It was AGREED that the Parish Council does not have sufficient resources to create a wildflower meadow on the copse.

The outstanding items includes:-

Field at top of Old Pool Bank – ownership requires transferring to Pool Parish Council

Puritan Chapel – areas of damp require close monitoring & overgrown trees will be taken into consideration when an inspection report is commissioned for the Puritan Chapel trees later in the year.

Memorial Garden – the Clerk will liaise with Bramhope in Bloom regarding the maintenance of the memorial garden bench.

Recreation Ground – The refurbishment of the Pavilion, including the exterior is on the agenda for VMC this financial year. The Clerk will arrange for the Village Caretaker to undertake additional hours to complete the exterior work over the summer, subject to his availability.

The Village Caretaker will replace the missing stones on the dog poo bin.

Cemetery – the shed requires oiling, gap between two panels requires attention, generally tidy and pruning is required. A working party is arranged for 10th July to complete the works.

Noticeboards – the Clerk will ask the Village Caretaker to inspect the noticeboard at Carlton and the Knoll and repair as necessary.

Bus stops – the bus shelters are cleaned on a regular basis, however the Clerk will ask the Village Caretaker to check the cleanliness of all bus shelters and take appropriate action.

The Birches bus shelter – a request will be made for the shelter to have new wood when it is rebuilt.

Kings Road Bus stop and noticeboard – all issues will be resolved when the bus shelter and noticeboard are re-located.

The Poplars bus shelter – the Clerk will inspect the fascia board at the rear and ascertain the action required.
Cllr Fox suggested that the milestones be added to the Annual Property Inspection report for future years

7) To receive Parish Council properties exception reports

7.1 Noticeboards

- (i) To discuss the condition of the noticeboard at Tredgold Avenue/A660 junction and decide further action.

The noticeboard back is rotten and requires a replacement back board.

7.2 Carlton Water Hole & Carlton

- (i) To receive a request for additional grass cutting in Carlton and decide further action where necessary.

A discussion took place regarding a request for an additional area of grass cutting in Carlton. It was AGREED that the additional area can be added to the grass cutting contract for the remainder of the year and in the future.

7.3 Ginnels/Footpaths

To discuss a request for strimming of a public footpath adjacent to the recreation ground and decide further action where necessary.

- (i) A discussion took place and it was AGREED that the Village Caretaker will be asked to cut back the undergrowth on the path.

8) To receive Recreation Properties report

8.1 The Knoll

- (i) To receive an update on the replacement of the slide and decide further action

Only one quote has been received to date for a scramble net on the banking area and a free standing slide with mulch base. The company indicated they were unable to supply an embankment slide. The Clerk is awaiting two further quotes.

8.2 The Recreation Ground

- (i) To discuss a request to replace boundary fencing at the recreation ground and decide further action where necessary.

A discussion took place. It was AGREED that the Clerk will examine the deeds for the recreation ground and archive records to ascertain ownership of boundaries and who was responsible for erecting the existing fence.

9) Identify new jobs and agree budget/Any other business.

9.1 A request had been received from a member of the public requesting use of the recreation ground for fitness bootcamps. It was AGREED that there would be no objection to the use of the ground for a trial period, subject to the Clerk checking insurance liabilities.

9.2 Cllr Fox shared a complaint that had been received regarding the entrance to the car park and a car scraping on the bottom. A discussion took place regarding the history of the issue,

which has only occurred since the resurfacing of Old Lane. It was AGREED that the Clerk will ask Cllr Flynn to refer the issue to Leeds City Council Highways Department, as the issue is with a change in level on Old Lane rather than the car park, as the level of the car park has not been altered.

10) Date of Next Meeting

Wednesday 1st August 2018 at 6:00pm.

The meeting closed at 6.55pm

Minutes taken by Nicola Woodward, Clerk to Bramhope & Carlton Parish Council
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