

**BRAMHOPE & CARLTON PARISH COUNCIL**  
**MEETING OF THE VILLAGE MAINTENANCE COMMITTEE**  
Wednesday 1<sup>st</sup> August 2018, 6.00pm at the Bramhope Village Hall

**Present:**

Cllr Simon Cooper (Chair)  
Cllr Diane Fox  
Cllr David Bryant  
Cllr Martin Fogel  
Cllr Hilary Harris  
Brian Taylor – Village Caretaker  
Nicola Woodward, Clerk

**1) To receive apologies:**

Apologies were received from Cllrs David Bryant and Alan Anslow.

**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 regarding drainpipes at the Puritan Chapel**

Both drainpipes have now been replaced and gutters and gutter brushes cleaned. The Clerk/Village Caretaker will monitor the drainpipes and gutters in wet weather.

**3.2 To receive an update and quotes regarding the proposed extension to the footpath at Jubilee Copse and decide further action**

Four quotes for the extension of the path at Jubilee Copse have been received. A discussion took place and it was agreed that taking into account cost and timescales for seeking funding that VMC would recommend to Full Parish Council that the lowest quote would represent the best value. The Clerk will seek clarification from the contractor that each element of the specification will be covered by the quote prior to seeking agreement from Full Parish Council.

**3.3 To discuss lighting at The Birches/Southfields Ginnel and decide further action where necessary**

An estimate for the cost of lighting The Birches/Southfields ginnel has been received. A discussion took place and it was agreed that following consultation with the police and no recorded crime taking place in unlit ginnels that the Parish Council policy of not lighting the ginnels in unlit areas of the village would remain in place. The cost of installing mains powered lighting in the ginnel could not be justified as it would only benefit a small number of householders in the village.

It was AGREED that the Village Caretaker should cut back overhanging shrubs at both ginnel locations prior to the darker evenings.

### **3.4 To receive an update regarding an issue with the entrance to the car park and decide further action where necessary**

A discussion took place regarding an issue with the levels at the entrance to the car park. It was AGREED that the Chairman would meet with a representative from Leeds City Council to ascertain how the issue can be rectified and discuss cost and engaging appropriate contractors to carry out any works required. It was AGREED that the Parish Council would be liable for any costs associated with the works.

### **3.5 To receive information regarding the boundary fencing at the recreation ground and decide further action where necessary.**

A discussion took place regarding boundary fencing and responsibilities for the provision of suitable fencing to contain livestock. Following research it was AGREED that it is the responsibility of the owner of livestock to ensure that they are kept secure and not the responsibility of the boundary owner to maintain a stock proof fence.

## **4) Work completed since 4<sup>th</sup> July 2018**

Repair to swing at The Knoll

Strimming of paths to Hilton Grange, Sugar Lane, path to the Chevin.

Cutting back at edges of football pitch

Repair the board at the top of where the slide was located

Back of the noticeboard at Tredgold Avenue has been replaced. Requires cork boarding on the inside

Resetting of power in Carlton phone box

Noticeboard at Wynmore Avenue still requires repair.

## **5) To receive BiB Report**

There was no report from Bramhope in Bloom. Cllr Harris reported that the judges were impressed with the village and that the judging tour of the village had gone well.

## **6) To receive Parish Council properties exception reports**

### **6.1 Cemetery**

- (i) To discuss maintenance of the Cemetery and decide further action where necessary.  
A discussion took place regarding the amount of work required at the cemetery to keep it looking neat and tidy. It was AGREED that the Village Caretaker doesn't have sufficient time within his current working hours to spend the amount of time required at the cemetery on a regular basis during the summer months. It was AGREED that the recommendation would be that the Village Caretaker will undertake additional hours which would be dedicated to the upkeep of the cemetery during the summer months. The matter will be referred to the Personnel Working Group to complete a specification including cutting back of shrubbery and weeding paths/unattended graves and a recommended number of hours. This will then be discussed at a future Full Parish Council meeting.
- (ii) To receive information regarding waste disposal at the cemetery.  
The Clerk has received a notice from LCC that the bins at the cemetery have been emptied in error. The Clerk has completed the relevant paperwork to seek free collection from the Cemetery, but raised with the meeting that there may be a cost associated with waste collection from the cemetery in the future. The Clerk suggested that separating compostable waste and creating a composting area at the cemetery should be considered. It was AGREED that this should be explored. It will also be mentioned to Bramhope in Bloom as they were looking for additional composting areas around the village.

Cllr Harris raised the issue of cigarette ends and a request from Bramhope in Bloom for suitable containers to be placed in the layby at the cemetery. This was discussed but no decision was taken at this time.

Drainage at the cemetery has also been raised by a relative. The Clerk has explored the issue with a cemetery drainage expert, who indicated that due to the location of the cemetery and the conditions it would be very costly to do anything to assist with the problem, which would be likely to return within a few years.

The Clerk will contact Bramhope in Bloom regarding the hose connection for the cemetery.

## **7) To receive Recreation Properties report**

### **7.1 The Knoll**

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

None of the companies asked to quote are able to provide a replacement slide in the existing location. The Clerk will seek further quotes for a free standing slide and scramble net.

The Clerk will apply for S106 funding for the new slide and approach the Bramhope Youth Development Trust and Outer Northwest Wellbeing Fund for additional funding.

The condition of the steps was discussed. It was AGREED that the steps and concrete should be removed and the banking should be made good and re-seeded. As there are two alternative entrances to the playground the steps are not a requirement. A fence matching the safety fence at the other side of the playground should be installed at the top of the banking and steps area. The Clerk will seek quotes for the removal of the steps and installation of the safety fence.

### **7.2 The Recreation Ground**

The Village Caretaker will commence painting of the exterior of the Pavilion over the next few weeks.

## **8) Identify new jobs and agree budget/Any other business.**

- (i) The new signs at The Cross have been installed. A discussion took place regarding whether to apply for listed status for The Cross. It was AGREED that as The Cross has had a number of changes over the years that it would not be eligible for listed status, therefore the Parish Council would not pursue this.
- (ii) A cemetery working group will be arranged to discuss the quote received for the kerbstones and gravel for the cemetery improvements. The Clerk will seek quotes for undertaking the works.

## **10) Date of Next Meeting**

Wednesday 5<sup>th</sup> September 2018 at 6:00pm.

The meeting closed at 7.30pm

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