

BRAMHOPE & CARLTON PARISH COUNCIL
MEETING OF THE VILLAGE MAINTENANCE COMMITTEE
Wednesday 5th December 2018, 6.00pm at the Bramhope Village Hall

Present:

Cllr Simon Cooper (Chair)
Cllr Alan Anslow
Cllr Hilary Harris
Cllr Diane Fox
Cllr David Bryant
Nicola Woodward, Clerk

1) To receive apologies:

Apologies were received from Cllrs Martin Fogel, Cllr Lesley Hoff and Brian Taylor.

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 moles at the Recreation ground

There is still mole activity at the recreation ground, but it has reduced. The situation will continue to be monitored.

3.2 To receive an update regarding the Car Park entrance and proposed meeting with Leeds City Council officers.

Cllr Cooper has arranged a meeting with LCC officers

3.3 To receive an update regarding the mini-library for the phone box on Breary Lane

The installation for the shelving for the mini library is scheduled for December.

3.4 To receive information regarding the marking out of the village car park and current volume of parked cars

The Clerk has been informed by LCC that no permission would be needed to mark out the car park as it is an existing car park. The number of cars parked has been monitored over the past few weeks, including for the Christmas lights switch on and Remembrance Day parade. The numbers parked were similar or greater than the number of spaces that would be available should the car park be marked out formally. It was AGREED that no further action would be taken at this stage, but it might be something to consider if/when the car park requires re-surfacing works.

3.5 To receive an update regarding the sycamore tree adjacent to the steps at The Knoll and decide further action.

The Clerk has submitted a planning application to seek permission to remove the sycamore tree adjacent to the steps. It was AGREED that the tree should be removed if permission is granted and that replacement trees should be considered. The Clerk will provide an update on the planning application at the next meeting.

3.6 To receive a planting design for the memorial garden area at the cemetery and decide further action

A design has been submitted by Bramhope in Bloom for the memorial garden area at the cemetery. It was AGREED that the planting scheme would be attractive and provide the centrepiece that was desired for the cemetery. A budget of £1200 for shrubs and trees, also to include weed suppressing material and bark chipping

mulch was AGREED by ALL.

3.7 To receive an update on the repairs to the flower rocker and carousel at The Knoll

A replacement part is on order. A date will be confirmed for the repairs once the part has been received.

3.8 To receive an update on the dead tree at The Knoll

The dead tree has now been removed.

3.9 To receive information regarding the Free Trees scheme and decide further action

Cllr Hoff has had previous experience of obtaining free trees and had indicated to the Clerk prior to the meeting that she would be willing to help with an application. Areas to consider for new trees are the Puritan Chapel to replace the beech, the Recreation Ground to replace a split tree removed in 2017, a replacement tree following the proposed felling of the sycamore at The Knoll. There may also be a need for some further planting at Jubilee Copse.

3.10 To discuss the day and week for VMC meetings for 2019

A discussion took place and it was agreed that the VMC meetings for 2019 would move to the second Tuesday of the month, except for May which will be on the first Tuesday due to the Annual Parish Meeting taking place on the second Wednesday of May.

4) Work completed since 7th November 2018

Removed broken bench from Tredgold shops

Collected top soil from mole hills at the Rec, to assist in identifying new mole activity

Extended compost areas at the Chapel, for BiB

Sprayed weeds and moss remover on footpath at the Chapel

Attended to a loose boulder at the cemetery

5) To receive BiB Report

There was no report from Bramhope in Bloom.

6) To receive Parish Council properties exception reports

6.1 To discuss the grass cutting contract for 2019 and decide further action.

The grass cutting contract for 2019 will need to be re-tendered in order to comply with current Standing Orders. It was AGREED that the Clerk should draft a tender document and put an invitation to tender in the local press and on Parish Council noticeboards as soon as possible in order for the contract to be agreed at the January meeting of the Full Parish Council.

6.2 To discuss overhanging shrubbery and tree at the Parklands footpath and decide further action

A discussion took place and it was AGREED that the resident be advised that they can cut back any overhanging vegetation, as they see fit, to the boundary line.

6.3 Jubilee Copse

(i) The stream at Jubilee Copse is getting overgrown. The Clerk will ask the Village Caretaker to inspect it. If required a request will be made to the contractors undertaking the path extension works to clear it mechanically.

(ii) The path edges at Jubilee Copse are now growing over the path in some places. The Clerk will ask if the Village Caretaker can edge the path when the weather is suitable.

6.4 Noticeboards

The noticeboard at Breary Lane East is sticking due to the damp weather. No further action required.

7) To receive Recreation Properties report

7.1 The Recreation Ground

To receive and update on the refurbishment of the Pavilion

Asbestos survey - the Clerk arranged for the asbestos survey to take place w/c 10th December. Cllr Cooper will let the surveyors into the Pavilion.

No other actions have been taken. A discussion took place regarding working space for the Village Caretaker. Consideration will be given to this as part of the refurbishment. A discussion took place regarding an external storage solution; however, this would present a security risk and would be unsuitable conditions for storing some of the tools.

It was AGREED that the stage for the Puritan Chapel, currently stored at the Pavilion, should be disposed of as it has not been used for several years and would not comply with health and safety regulations.

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

8.1 To discuss future projects for 2019/20 and 2020/21/22 for budget planning purposes.

A discussion took place. It was AGREED that bins and benches should be on a rolling programme for replacements. Cllr Harris volunteered to undertake a bin and bench audit in the spring.

Also noted were the bus shelters and noticeboards which are slowly deteriorating and will require maintenance or replacement over the next few years.

8.2 Snow Wardens

The Clerk will contact the snow wardens from previous years and ask if they would like to be wardens again this year and replenish salt supplies as required. Cllr Anslow indicated that he would be willing to become a snow warden for the ginnel on Wynmore Avenue. Cllr Bryant volunteered to deliver salt to the snow wardens. The Clerk will arrange for the salt bin on Parklands to be filled.

8.3 Tools for Village Caretaker

A toolkit should be purchased for use by the Village Caretaker. Prior to Spring 2019 suitable gardening tools will be purchased for use at the Cemetery.

10) Date of Next Meeting

Tuesday 12th February 2019 at 6:00pm.

The meeting closed at 7.05pm

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

Published on 06/12/18