

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at Bramhope Village Hall held on 27th March 2019 at 7.30pm

PRESENT

Chairman: Simon Cooper

Councillors: Alan Anslow, Diane Fox, Hilary Harris, Lesley Hoff, David Bryant, Martin Fogel, Amanda Lawrence, Rob Haswell, John Howard, Billy Flynn, Ian Robinson
Nicola Woodward (Clerk)

44/19

1. **Public Participation**

There were no members of the public present.

45/19

2. **To receive apologies**

Apologies received from Cllr Marion Rider. Apologies for late arrival received from Cllr Flynn (arrived at 8.33pm)

46/19

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

There were no declarations of interest.

47/19

4. **To confirm the minutes of the meeting held on 27th February 2019**

The minutes for the 27th February 2019 were PROPOSED as a true record by Cllr Hoff and seconded by Cllr Howard and AGREED by ALL.

48/19

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

In the last 30 days the following crimes have been reported; -
4 burglaries – the majority during the day/early evening involving forcing doors or smashing glass in rear patio doors. Properties searched and items taken. One involved an insecure door whilst the resident was in the garden. The police emphasised the importance of locking doors when you are in the garden to prevent opportunists from entering your property.

1 robbery at The Britannia Hotel

4 theft of or from a motor vehicle. Again, the Police emphasised the importance of ensuring that vehicles are secure at all times.

1 theft of garden furniture

Cllr Harris asked if it is helpful to report the numerous vans that are seen in the village, driving slowly and looking down drives. The Police responded that any suspicious behaviour should be reported to the non-emergency number, with vehicle license plate details, as it can be useful information to link crimes together.

49/19

6. **To receive information on the ongoing issues**

6.1 To receive an update on the drainage works taking place on the A660/The Sycamores

Cllr Flynn is liaising with Leeds City Council officers to ensure that residents' concerns regarding the proposed drainage works on the A660 and The Sycamores are highlighted, and that consultation takes place between the contractors, residents and local businesses. LCC Officers have confirmed that no works will take place until they are completely happy with the proposals and that the appropriate consultation has taken place. Any queries will be handled by Cllr Flynn.

Cllr Harris reported that residents have received a letter from the contractors.

50/19

7. **Chairs Report**

Cllr Cooper requested that Councillors don't use reply to all when responding to certain emails. Due to the increase in the number of planning applications in relation to trees Cllr Cooper has requested an LCC Officer to attend a Planning Committee Meeting to discuss Planning applications in relation to works on trees in the Conservation Area and those with a TPO. A change in standing orders may be required to assist with the process of commenting on tree applications.

51/19

8. **Clerks Report**

The Clerk informed Councillors that the newsletter will be delivered next week. Cllrs Hoff and Bryant will be unable to deliver on this occasion.

The Clerk will be taking several days of unused annual leave over the next few weeks.

52/19

9. **Correspondence**

- 9.1 White Rose update March 2019
This was noted.
- 9.2 Response from Alex Sobel MP regarding a request by the Parish Council to support #OrkambiNow campaign
This was noted.
- 9.3 Clerk Magazine March 2019
This was noted

53/19

10. **Matters Arising**

10.1 **To discuss and agree the Parish Council's response to the Airport Link Road Consultation 2019**

The consultation closes on 12th April. Cllr Howard attended the Airport Consultative Committee on 27/03/19. Of the three possible options option A was considered to be the best option and the most strategic solution, however option A is the most expensive option and well above the funds LCC currently have available for the project.

Cllr Fox had attended one of the local consultation events and asked about traffic flows and whether up to date data was available. No recent traffic flow data has been collected.

Following a discussion, it was AGREED by ALL that Cllrs Fox and Howard will formulate a comment for discussion and agreement at the next Planning Committee Meeting which will be held prior to the 12th April.

10.2 **To discuss and agree the dates for the Annual Parish Council Meeting and Village Maintenance Committee Meetings for May**

The Clerk explained to the meeting that due to it being an election year planned dates for some of the May meetings would need to be changed.

It was AGREED by ALL that the Annual Parish Council Meeting will be held on 8th May at 6.00pm and will be for the business that is required by Standing Orders to be carried out at the Annual Parish Meeting. This will be followed at 6.30pm by the Village Maintenance Committee Meeting.

The Annual Parish (Village) Meeting will take place on 15th May, as previously agreed.
The Full Parish Council Meeting scheduled for the 22nd May will take place for the usual business of Full Parish Council.

- 10.3 To discuss the area of land adjacent to Jubilee Copse which is for sale and agree any action required.**
Aa discussion took place regarding the purchase of land adjacent to Jubilee Copse. It was AGREED by ALL that the Clerk will write again to the owner of the land to confirm that the Parish Council would be interested in purchasing the land but that this would need to be subject to an independent valuation.

The Clerk suggested that there may need to be some consultation with residents.

8.33pm Cllr Flynn joined the meeting.

- 10.4 To discuss/plan the Annual Parish Meeting, 15th May 2019, and decide further action**
A discussion took place and it was agreed that the format for the Annual Parish Meeting would be unchanged. It was suggested that an LCC Highways Officer could be invited to present to the meeting. Local organisations will be invited to have a stand. The Clerk will arrange a planning meeting with Councillors who wish to assist so that tasks can be allocated.
- 10.5 To discuss renewal of YLCA/NALC Membership and decide further action**
It was AGREED by ALL that the YLCA/NALC Membership should be renewed for 2019/20.

54/19

11. Personnel Working Party Report

There was no report from the Personnel Working Party.

55/19

12. Planning & Enforcement

- 12.1 To accept the minutes of the meetings held on 27th February and 13th March 2019**
The minutes for the meeting held on 27th February and 13th March 2019 were PROPOSED as a true record by Cllr Robinson and SECONDED by Cllr Harris and ACCEPTED by ALL.
- 12.2 Enforcement issues**
The Clerk circulated the latest updates on enforcement issues prior to the meeting. Cllr Harris indicated one case which had now received planning permission subject to certain conditions. To date those conditions have not been met. Cllr Harris will continue to monitor the situation.
- 12.3 Update on the development at Breary Lane East**
Cllr Flynn highlighted the issue regarding non-consultation with the drainage works and indicated that the works on The Sycamores is likely to take place mid-May.

56/19

13. Village Maintenance Committee Report

- 13.1 To accept the minutes of the meeting held on 12th March 2019**
The minutes for the 12th March 2019 were PROPOSED as a true record by Cllr Harris and SECONDED by Cllr Fox and ACCEPTED by ALL.

57/19

14. Finance and Administration Working Party

- 14.1 To Approve the payments as per the schedule for March 2019**
The payments schedule for March was PROPOSED by Cllr Fogel, SECONDED by Cllr Harris and AGREED by ALL.

- 14.2 To Approve the Petty Cash statement as per the schedule for March**
The Schedule for March was PROPOSED by Cllr Fogel, SECONDED by Cllr Bryant and AGREED by ALL.
- 14.3 To receive the draft year end budget figures for 2018/19**
The draft year end budget figures were received. There were no areas for concern.
- 14.4 To receive and agree the final draft of the budget for 2019/20**
A discussion took place regarding the final draft of the 2019/20 budget. There was one amendment to the VAT recovered figure.
The budget was PROPOSED by Cllr Fogel, SECONDED by Cllr Robinson and AGREED by ALL.
- 14.5 To accept the minutes of the Finance Working Group held on 19th March 2019**
The minutes of the Finance Working Group held on 19th March 2019 were PROPOSED by Cllr Fogel, SECONDED by Cllr Robinson and ACCEPTED by ALL.
- 14.6 To discuss a Community Grant Application from Bramhope Methodist Church and decide further action**
A discussion took place regarding the Community Grant Application from the Methodist Church for its Organ Restoration Appeal.
The Clerk indicated that whilst the Parish Council would need to use S137 as the power to award the grant if it deemed that the expenditure is in its opinion in the interest of and will benefit all or some of the inhabitants, then this power can be used.
A discussion took place regarding the use of the church organ for community events such as the Organ recital and Remembrance Day Parade.
It was PROPOSED by Cllr Robinson, SECONDED by Cllr Howard and AGREED by ALL that the Community Grant should be awarded, with the proviso that the contribution by the Parish Council be acknowledged in any publicity material.

58/19

15. Communications Working Party Report

- 15.1** The newsletter has gone to the printers. Cllr Howard thanked Cllr Anslow for his assistance with the Newsletter.

59/19

16. Cemetery Working Party Report

- 16.1 To accept the minutes of the Cemetery Working Party held on 25th March 2019**
The minutes of the Cemetery Working Party held on 25th March 2019 were PROPOSED by Cllr Fogel, SECONDED by Cllr Harris and ACCEPTED by ALL.
- 16.2 To receive amended Cemetery Fees schedule and agree further action**
The amended cemetery fees were PROPOSED by Cllr Fogel, SECONDED by Cllr Harris and AGREED by ALL.

60/19

17. Summer Festival and Events

- 17.1 To receive an update regarding the Tour de Yorkshire 2019**
Cllrs Howard, Robinson and Harris had a productive meeting with LCC Officer regarding the Tour de Yorkshire. The meeting established that the Parish Council do not have responsibility for toilets, litter etc. A request has been submitted to the Tour de Yorkshire organisers for the Caravan to stop in Bramhope. A response is outstanding.
There will be a rolling roadblock during both the races on 3rd May. The women will come through between 10.40 and 11.00am and the men between 4.10 and 4.20pm. There will not be barriers, but police motorcycles will be used to block off the road.
Bramhope in Bloom have displays planned for the A660 roundabout and at the Puritan Chapel. St Giles is organising various events, the Rugby Club and school will be doing some field art. The school are holding a mini sportif, probably at the Rugby Club.

The Councillors will ensure that the appropriate entry forms are placed with Tour de Yorkshire organisers. Consideration will be given to providing temporary signage on 5th May to Otley Old Road, for spectators wishing to park at the Village and walk over.

Cllr Harris made a request that all Councillors come to the events and made a request at VMC for high viz vests for all Councillors. The Clerk has received the new vests.

17.2 To receive an update on the Summer Festival 2019

The outcome of the mini breeze application, for the festival, will be determined in the next few days.

61/19

18.

Leeds City Council Update

- 18.1** There was no further update from LCC, as the issue with A660/The Sycamores drainage/roadworks was discussed earlier in the meeting.

62/19

19.1

Liaison Groups

19.1 Bramhope Village Hall

There was no report. Cllr Harris informed the meeting that the Village Hall are increasing its room rates.

19.2 Bramhope Primary School

There are a number of parents who are going to appeal due to their child not gaining a place at their preferred secondary school. This issue will be resolved after 2020 when PHGS will increase to a 10-form entry.

Cllr Bryant attended a parent evening recently and gathered feedback from parents. The feedback was overwhelmingly positive.

19.3 Leeds/Bradford Airport.

Cllr Howard has attended the Airport Consultative Committee and will circulate the presentation to Councillors. In addition to the discussions regarding the airport link road consultation the planning application for the new terminal building has been approved. The concerns raised by the Parish Council regarding construction traffic etc have been included as conditions of the permission.

There was also an item on drones and the new legislation covering drones over 250g and a 5k exclusion zone around airports.

19.4 Parish Council Annual Charity

From 1st April Martin House will become the Parish Councils chosen annual charity. Cllr Harris reminded the Clerk to change the logo on email footers at the end of the month.

Cllr Harris has taken delivery of merchandise that can be sold on behalf of Martin House. In addition, a knitted Peter Rabbit will be the prize for the raffle. Tickets will be available at festival events and also at the Bramhope in Bloom Coffee morning on 6th April (10.30 – 1.30) as Cllr Harris will have a stall for Martin House as the first fund raising event for the charity.

63/19

20.

Parish Issues/Any other business

- 20.1** Cllr Haswell attended Town & Parish Council Planning Forum. Notes from the meeting will be

circulated.

- 20.2** Cllr Robinson asked Cllr Flynn to follow up two enforcement issues from a previous meeting. This has been done.
- 20.3** Cllr Howard had raised an issue with a manhole cover on Leeds Road with LCC Highways in relation to the Tour de Yorkshire. If Councillors see any other issues, they should be raised with LCC as soon as possible.
- 20.4** Cllr Fox has registered the Puritan Chapel openings for the heritage weeks in September.
- 20.5** Cllr Flynn has invited an LCC Officer to meet with the Planning Committee to discuss Planning Applications in relation to trees.

64/19

21.

To confirm the date of the next Full Council Meeting

The date of the next meeting will be Wednesday 24th April 2019 at 7.30pm

The meeting closed at 9.46pm

Minutes by Nicola Woodward
Published 28th March 2019