

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at Bramhope Village Hall
held on 24th April 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, Ian Robinson, Marion Rider
Nicola Woodward (Clerk)

65/19

1. **Public Participation**

There were no members of the public present.

66/19

2. **To receive apologies**

Apologies received from Cllr Flynn.

67/19

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

There were no declarations of interest.

68/19

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

The minutes for the 27th March 2019 were PROPOSED as a true record by Cllr Fox and seconded by Cllr Bryant and AGREED by ALL.

69/19

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

PCSO Dave Mallard attended the meeting. PCSO Mallard shared information with the meeting regarding the follow up process for burglaries which has been changed, to include house to house enquiries to a wider number of surrounding properties and ensuring that crime reduction information is left for the homeowners. In the last 30 days the following crimes have been reported; -
6 burglaries – two involving unsecured doors whilst residents were in their garden, one through a garage and three snapping of Euro-profile locks. In the majority of cases the intruders left empty handed which suggests that they were looking for car keys and/or were disturbed.

There have been three thefts from vehicles, two at the Mercure Hotel and one from a residential property.

PCSO Dave Mallard re-iterated the advice that residents should make it as difficult as possible to enter their property and to put protection measures in place such as sash jammers on patio doors, metal posts in front of vehicles and locking doors at all times.

70/19

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

6.1 To receive the draft agenda for the Annual Parish Meeting and decide further action.

The draft agenda for the Annual Parish Meeting was agreed by ALL. The Clerk will send invitations to various local organisations to have a stand at the start of the meeting.

6.2 To receive an update on the area of land adjacent to Jubilee Copse and agree any action required.

The Clerk reported that she had written to the owner of the land regarding the sale but had not received a response to date.

71/19

7. Chairs Report

Cllr Cooper reported that he would not be standing as Chair for the forthcoming year.

72/19

8. Clerks Report

The Clerk has received confirmation that the election in Bramhope and Carlton Parish in 2019 is uncontested, therefore no election is required. This also represents a saving on the 2019/20 budget as election costs had been included.

The Clerk attended an LCC training session on Councillor Code of Conduct and Declarations of Interest.

A briefing was given on what should and should not be included on a Councillors Declaration of Interest. Homes and also cemetery plots should be included as they are classed as land.

A detailed briefing document will be circulated by LCC as part of the forthcoming election process.

The additional bank account opened in error has now been closed.

The Clerk will require a photograph of Cllrs Hoff and Robinson prior to the Annual Village Meeting.

73/19

9. Correspondence

9.1 To receive correspondence from a resident regarding traffic on Old Lane
Cllr Flynn has requested a new speed survey for Old Lane. It was suggested that Cllr Flynn ask LCC officers whether speed bumps would be possible in the 20mph zone of Old Lane.

It was also suggested that speed reduction measures should be included as a subject for the Annual Village Meeting and could be covered by the LCC Highways Officer (subject to their attendance).

9.2 To receive correspondence from a resident regarding rat running on Breary Lane/Eastgate
The Parish Council have received assurance from LCC Highways that the traffic flows in The Trees estate will be monitored in relation to rat running during the roundabout roadworks.

9.3 Correspondence from Sea Farers UK regarding Fly the Red Ensign Flag for Merchant Navy Day 3rd Sept.
This was noted.

74/19

10. Matters Arising

10.1 To receive the renewal quote for Bramhope in Bloom insurance and agree further action.
A discussion took place regarding the renewal of the insurance for Bramhope in Bloom. It was AGREED by ALL that the insurance should be renewed with the same provider.

75/19

11. Personnel Working Party Report

There was no report from the Personnel Working Party.

76/19

12. Planning & Enforcement

12.1 To accept the minutes of the meetings held on 10th April 2019

The minutes for the meeting held on 10th April 2019 were PROPOSED as a true record by Cllr Fox and SECONDED by Cllr Harris and ACCEPTED by ALL.

12.2 Enforcement issues

An potential breach of planning was raised regarding a takeaway facility in the village. Cllr Flynn will be asked to refer this to enforcement.

12.3 Update on the development at Breary Lane East

There was no update.

77/19

13. Village Maintenance Committee Report

13.1 To accept the minutes of the meeting held on 9th April 2019

The minutes for the 9th April 2019 were PROPOSED as a true record by Cllr Fogel and SECONDED by Cllr Fox and ACCEPTED by ALL.

13.2 To receive information regarding four benches for the cemetery and decide further action

A discussion took place regarding the benches which VMC recommended to FPC for the Cemetery.

It was PROPOSED by Cllr Bryant, SECONDED by Cllr Anslow and AGREED by ALL that four benches, made of recycled plastic, should be purchased for the cemetery.

78/19

14. Finance and Administration Working Party

14.1 To Approve the payments as per the schedule for April 2019

There were two additional payments for West Riding Print & Sign Ltd for cemetery memorial plaques and one for Zurich Insurance.

The payments schedule for March was PROPOSED by Cllr Fogel, SECONDED by Cllr Harris and AGREED by ALL.

14.2 To accept the minutes of the Finance Working Group held on 23rd April 2019

The minutes for the 23rd April 2019 were PROPOSED as a true record by Cllr Fogel and SECONDED by Cllr Howard and ACCEPTED by ALL.

14.3 To receive information regarding investment accounts and decide further action

A discussion took place regarding an investment account for Parish Council monies. It was PROPOSED by Cllr Fogel, SECONDED by Cllr Robinson and AGREED by ALL that a 90 day notice account with a variable interest rate should be opened with the Hampshire Trust Bank, with a deposit of £75,000.

14.6 To receive the Annual Grant Application from Bramhope in Bloom and decide further action

A discussion took place regarding the Annual Grant Application from Bramhope in Bloom. It was PROPOSED by Cllr Howard, SECONDED by Cllr Robinson and AGREED by ALL that the Grant should be awarded and will paid in May.

79/19

15. Communications Working Party Report

- 15.1** Cllr Howard has received confirmation from BT Open Reach that the new broadband cabinet located adjacent to The Birches is now live so faster broadband can now be ordered from providers. A notice has been put on the website and Facebook page and also emailed to those residents who have previously requested information about the progress of faster broadband. There remains two outstanding areas in Carlton and St Helena's Caravan park that require faster broadband. Thanks were given to Cllr Howard for all the work he has done with regards to faster broadband for Bramhope.

- 15.2 Cllr Cooper gave thanks to Cllr Howard for the work that he had done on the Tour de Yorkshire leaflet.

80/19

16. **Cemetery Working Party Report**

There was no report.

81/19

17. **Summer Festival and Events**

17.1 **To receive an update regarding the Tour de Yorkshire 2019**

The final formal timings for the race have now been received and are very similar to the times that were previously published.

The best dressed village entry has been completed.

Information regarding Bramhope Tour de Yorkshire events have been included in the TV commentary pack.

An article will be include in The Wharfedale next week.

The Rugby Club and St Giles have submitted an entry for the land art competition.

Additional copies of the Tour de Yorkshire leaflets will be printed.

An additional leaflet, sponsored by David Phillips estate agent, has been distributed for the best dressed house competition.

The bunting and decorations round the village look fantastic. Thanks to everyone involved.

The roadworks, now completed, had been raised with LCC. No further works to take place prior to the Tour de Yorkshire.

Additional traffic cones will be supplied to assist with keeping pedestrians safe during the event. Cllr Howard has received a call from Welcome to Yorkshire to suggest Bramhope as a possible location for Chretien Prudhomme, Tour de France and Tour de Yorkshire Race Director to make a preliminary visit on 1st May. Nothing is confirmed but it was suggested that he could possibly judge the Bling Your Bike at the school. Cllr Howard will continue to liaise with Welcome to Yorkshire and organisations in the village.

Cllr Fogel suggested that a crib sheet for Councillors to have on the day to help direct people to different events, toilets, refreshments etc would be useful. This will be drafted and circulated. Hi viz vests were distributed to Councillors who will be present on the day.

17.2 **To receive an update on the Summer Festival 2019**

The mini breeze funding application has now been approved.

Thanks to Cllr Anslow for drafting the festival leaflet. This will be printed shortly and will need to be delivered.

Cllr Harris has submitted an article for inclusion in North Leeds Life.

82/19

18. **Leeds City Council Update**

18.1 **To receive an update on the A660/Sycamores drainage works**

The works on the A660 have now been completed. Cllr Flynn was not present at the Parish Council meeting as he was attending a Consultation meeting with residents of The Sycamores regarding the roadworks due to take place in May.

Cllr Cooper gave thanks to Cllr Flynn who has been working hard with residents and LCC Officers to try and minimise the impact of the works on residents.

83/19

19.1 **Liaison Groups**

19.1 **Bramhope Village Hall**

The village hall are continuing to fund raise. The next event is an afternoon tea held in conjunction with the tennis club, to help raise funds for the new heating system.

19.2 Bramhope Primary School

There was no update.

19.3 Leeds/Bradford Airport.

The Chief Executive of the airport has retired.

Cllr Cooper asked Cllr Howard to raise the issue of helicopter flights over Bramhope which seem to have increased and had a change in route. Cllr Howard will action this request.

19.4 Parish Council Annual Charity

Cllr Harris contacted the Area Co-ordinator for Cystic Fibrosis to confirm the final amount raised and also to inform her that the Parish Council had written to its MP regarding the #Orkambinow campaign. An email of thanks was received in return. An article regarding fundraising has also been included in the Wharfedale.

Cllr Harris has commenced fundraising for this years charity, Martin House, with a name the bear competition, raffle for Peter Rabbit soft toy, and sponsorship for the table tennis challenge. A Just Giving site has also been set up. £128 has been raised so far. Volunteers were invited to play against Hilary during the table tennis challenge.

84/19

20. Parish Issues/Any other business

20.1 Cllr Rider commented that the path at Jubilee Copse is getting narrower. This will be addressed by the Village Caretaker.

20.2 Cllr Howard shared information about a double sided noticeboard that he had seen, with a map on one side and noticeboard on the other side. A suitable site for a double sided noticeboard isn't apparent at this time.

20.3 Cllr Fox has registered the Puritan Chapel openings in September for the Heritage Open Days. There will be additional openings on the first Sundays in June, July and August. Cllr Rider volunteered to cover 4th August.

64/19

21. To confirm the date of the next Full Council Meeting

The date of the next meeting will be for the Annual Meeting of Parish Councillors on Wednesday 8th May 2019 at 6.00pm to conduct the business of the Annual Meeting of Parish Councillors only. There will be a Full Parish Council Meeting held on 22nd May to conduct the remainder of the months business

The meeting closed at 8.50pm

Minutes by Nicola Woodward
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