

## **ABERFORD & DISTRICT PARISH COUNCIL**

**MINUTES** of a meeting of the Parish Council held on Tuesday 19<sup>th</sup> April 2011 at 7.30pm in the Village Hall.

**PRESENT** Councillors D. Howson (Chairman), R. Alderson, Mrs G. Broadley, I. Forster D. Gluck, P. Hancock, Mrs J. Jeffrey, Mrs A. Roberts, Mrs R. Reed, D. Stainton.

**Also Present:** 5 members of the public, Clerk, P.C. Marley

### **11/31 MINUTES**

The Minutes of the previous meeting, held on Tuesday 15<sup>th</sup> March 2011, had been circulated prior to the meeting. It was proposed by Cllr Mrs Reed and seconded by Cllr Alderson that these were a true record. This was agreed.

### **11/32 POLICE MATTERS**

P.C. Marley outlined the March crime figures. The issues with local youths had been given attention and the situation was improved. A parent had made a meeting place available at their home so that some young people could meet there which had been very helpful. There had been increased intelligence coming forward about certain matters and residents should continue to speak in confidence if they had concerns. Cllr Gluck drew attention to bikers coming through the village at speed. Cllr Hancock asked for attention to be given to Kingfisher Lane where some illegal activity might be taking place. It was confirmed that the PACT meetings were now discontinued. Residents should be on their guard against increased pickpocket activity experienced in nearby towns. Later in the meeting it was agreed that the Wetherby Crime Prevention Panel organisation should be asked to come to the June meeting to talk about measures to prevent 'cold calling'.

### **11/33 MATTERS ARISING**

(a) Minute 11/24(a) Conservation Area – Cllr Gluck had put an article and photo in the Wetherby News. It was understood the LCC Officer was waiting for final approval from the Planners but that should be within a few days.

(b) Minute 11/24(b) War Memorial – ongoing

(c) Minute 11/24(c) Streetlights – were in course of being completed.

(d) Minute 11/24(d) School field – Cllr Stainton was continuing to press all parties involved. One issue was maintenance in that Cllr Stainton had made it clear to LCC that the school would be using most of the facilities and that ongoing cost of maintenance must be shared out fairly. It was proving difficult to get the Estate and City Council to move forward. Cllr Alderson was also trying to get the new access for the school completed. It was felt that the Ward Councillors should be approached to see if they could expedite matters.

(e) Minute 11/24(e) Debris Cock Beck – ongoing. Clerk chasing.

(f) Minute 11/24(h) Markings Junction 47 – still to be done – Clerk to chase.

(g) Minute 11/24(j) Library Service – no acknowledgement received. Cllr Mrs Jeffrey said she would try to get some information from the LCC Officer who was leading on this matter. Cllr Alderson had read of a 'lobby group' and all felt it would be a good idea to find out more about this group.

(h) Minute 11/24(k) Sewerage leak pavement Moon Hill – LCC Environmental Officer was dealing with this.

(i) Minute 11/24(m) Hanging Baskets – Sponsorship was good so far. Cllrs agreed to the request of a resident to fund an extra bracket/basket. Clerk to deal.

(j) Minute 11/24(n) Dog Control Orders – the suggested areas would be put before the LCC Project Board before public consultation.

(k) Minute 11/24(o) Snow Clearance – the Chairman and Clerk had attended the meeting called by Cllr Robinson. LCC could not pay farmers/contractors but would deliver a supply of grit salt free. If training was felt to be necessary it would be offered. Main roads would continue to be done by Highways. Pavements could not be done but residents should be encouraged to clear and salt. Highways would liaise with PCs and farmers before winter.

(l) Minute 11/24(s) Waste Land off Becca Lane – there had been no further problems. The land was in the ownership of several people which made it difficult to get any decisions about it. A watching brief would be kept in case it gave rise to any vermin or problems.

(m) Minute 11/29(b) Allotments – the Chairman declared an interest in that he was intending to take an allotment subject to Cllrs agreeing on the matter. He reported that LCC intended to make over both the land off Beech View and that at Youngs court into the control of the PC for allotments. Cllr Stainton declared his interest as Chairman of the Almshouse Trust in that the Trust had wished to acquire a small part of the land to give extra parking space. LCC had indicated they would require several thousand pounds for a small area which the Trust were not able to fund and it was therefore not being pursued. It was decided that the PC would take on the two sites and Cllrs Jeffrey and Broadley volunteered to form a Sub Committee to take the matter forward. Cllr Gluck volunteered to help the Sub Committee with regard to obtaining grants if they wished to pursue that aspect. The Sub Committee would report back on their investigations regarding cost of fencing/maintenance/charges to tenants etc.

(n) Minute 11/29(c) 2 Banks Row – waiting report from LCC Planners.

(o) Minute 11/29(e) Parking Lotherton Lane end – LCC Highways were to carry out improvements before June according to their response to the Clerk. An invitation to a function had been received by one or two Cllrs but not all. The Clerk was asked to write and give contact details for all Cllrs.

## **11/34 REPORTS FROM SUB COMMITTEES**

### **(a) Master Plan**

Cllr Gluck reported that the final plan had been submitted from the Consultants and, whilst it needed to be edited re insertion of photographs, once Cllrs were happy with the wording he would be able to give it to the Printers and was waiting for costings for that. The final invoice had been submitted and he felt the Consultants had done all that was asked of them, it was up to Cllrs if they wanted to amend any actual wording before printing. Cllrs wanted to be satisfied via sight of the document before authorising payment of the final invoice. Cllr Gluck had experienced difficulty in producing copies for all but he would explore the best way to do this and get back to colleagues as quickly as possible in order not to hold up payment. The final invoice included a sum for the CD Map which would be the property of the PC and had been agreed at the February 2011 meeting, reference 11/15(a).

Cllr Stainton reported that he and Mr Cliffe had met with a Thorner PC representative and a Consultant – Tony Ray – who had helped to produce Thorner's Village Design Statement. Mr Ray had also helped several other PCs within the LCC area. Cllr Stainton said that Mr Ray would be willing to work with Aberford PC and would be able to give 5 days of work at a cost of £1000 excluding graphic and printing costs. Cllrs agreed that this would be acceptable with the money being drawn down from that committed to the Master Plan account. (The sum of £2000 in total had been committed previously from the PC current accounts but had not yet been transferred to the Master Plan account). Within the Master Plan Sub Committee, several persons with different expertise would be drawn together to work on the Village Design Statement with Mr Ray – some residents having volunteered their services.

### **(b) Footpaths**

Cllr Mrs Jeffrey was waiting for a site meeting with LCC Officer Rosie Watts regarding the line of the path at Hook Moor – this work could then be taken forward. The LCC Officer had also been asked to meet a farmer on site regarding the bridleway out onto the A64. The farmer had been having trouble and was desirous of installing a gate which would include equine access but deter others. It might be possible, in the special circumstances, for such a gate to be installed. A log had been removed which was blocking the bridleway along Parlington Lane beyond the tunnel.

### **(c) Leeds Fest**

Cllr Mrs Broadley reported having received information for this year's festival which was being distributed around the village and on notice boards and the website. It was hoped the operation would go smoothly as the rules and regulations had been clearly stated on the application forms. The money raised from last year's sales had not yet been committed and Cllr Broadley urged that it be spent on some facilities for the teenagers of the village. In particular there seemed to be a wish for some sort of meeting place. This was discussed and Cllr Broadley was asked to investigate and bring forward some proposals for the next meeting.

### **11/35 CORRESPONDENCE**

(a) Cllr Hancock reported contact from Aberford in Bloom Group. Much of the work had been done by Matt and Maria alone, with assistance in one or two places from 2 or 3 other people. They were badly in need of volunteers and were trying to find out how other Groups ran to see if they could get some advice. Publicity would be given in the PC Newsletter and website but it was disappointing that more residents had not felt able to help the Group.

(b) The Clerk had a list of the dates of decisions of various Executive Boards of the city council and these were given to Cllrs on matters of interest.

(c) The Minutes of the last Town and Parish Council Forum held in February were passed to Cllr Jeffrey. She had been unable to attend due to bad weather.

(d) Early notification of the Lotherton Hall Summer Ball had been received. The date was Friday 4<sup>th</sup> June and it would be publicised around the local villages including Aberford. The concerns the PC had expressed had been addressed regarding noise nuisance at some points in the village and the organiser had been asked to configure the site as had previously been the case. The noise levels at the event would be continuously monitored.

### **11/36 PLANNING**

#### **Applications**

(a) Application P/11/00593 – Retention of Agricultural Bldg Farm Lotherton Lane. The Chairman reported having made a site visit to find one of the businesses on site employed around 9 people manufacturing various things like gates for farms. LCC Planning had been asked to make a site visit to get a thorough understanding of the processes going on in the buildings and attention had been drawn to the problems of run-off of waste liquids.

(b) Application P/11/00863 – Altrns to garage to form habitable room to front and S/s Extn to rear – 10 East Ridge View, Garforth. Cllr Forster had visited the site and considered the plans in detail. He felt the property would be enhanced and that neighbouring properties would not be adversely affected by them. Comments sent to Planning.

(c) Application P/11/01028 – Agricultural Bldg., Becca Home Farm, Becca Lane. Cllrs considered this plan and had no objection to it.

The following applications had been approved:

P/11/00074 – Nyman Lodge, Field Lane – dormer window

P/11/00252 – Nyman Lodge, Field Lane – Extn of Time for Previous Appl.

P/11/00248 – Avlaki, Main Street north – Front, side and rear Extn.

P/11/00278 – Bimbo Cottage, off A64 – Various Extns.

P/11/00416 – 7 Rein Court – Various Extns/alterations

Application P/11/00655 – Quad garage/workshop Glebe Bungalow, Field Lane – this had been refused.

### Pending

The following applications were still pending decisions:

P/11/05396 – New House off Bunkers Hill

P/11/00349 – Becca Farm, Main Street In regard to Becca Farm application Cllr Stainton asked that the Clerk enquire of LCC Planners why it was taking so long to determine the application. He was anxious that the PC should be kept fully informed if discussions were ongoing.

### 11/37 ACCOUNTS

(a) A ruling had not been received from HMRC as to whether it would be necessary to set up a PAYE system for the Clerk. However, information from Mazars seemed to indicate that it would. Clerk was dealing with this.

(b) Cllrs confirmed that they were satisfied with the effectiveness of the internal audit system whereby Cllr Forster – as RFO – audited the accounts three times during the financial year. This practice would be continued.

(c) The Clerk would produce a statement of the accounts for the year at the next meeting.

(d) Cllrs confirmed that they had reviewed the Operation Risks statement and were satisfied with the provisions.

(e) Cllr Forster would compare insurance quotations when the renewal premium for the current policy was known. He hoped to make a recommendation at the next meeting.

(f) Cllrs agreed to appoint Mrs Pam Harrison to carry out the external audit of accounts. This lady was a Clerk to two Councils, one of them a large Town Council, and carried out similar audits for some PCs in South Yorkshire.

### Balances

In HSBC current a/c                   £ 2,307.29

In HSBC No 1 Int a/c               £23,963.86   (This included the 2011/2012 Precept)

In HSBC No 2 Int a/c               £38,864.10

In Barclays Bank c/a               £ 955.34

In Barclays Bond                   £40,000.00

In HSBC Master Plan a/c       £ 6,448.25

The Clerk outlined that the final invoice from the Consultants, to be paid between meetings when Councillors were satisfied with the completion of the Contract, was for £5157.00 and included the Map CD (£585.00). The amount for the map was agreed in February - the reference is 11/15(a). There would be VAT of almost £900 reclaimable.

### To Pay

From PC Current Account

- (a) Cheque number 100315, in the sum of £447.00, for annual member of the Yorkshire Local Councils Association, was agreed and issued.
- (b) Cheque number 100316, in the sum of £7.00, for a publication from the YLCA was agreed and issued.
- (c) Cheque number 100317, in the sum of £192.19, for Clerk's salary and office expenses was agreed and issued.

### **11/38 MATTERS FOR INFORMATION ONLY**

- (a) The Chairman drew attention to difficulties being experienced by a farmer when exiting Lotherton Lane with large machinery, this due to cars parked in Main Street close to the junction. He asked if the PC could help. Cllr Mrs Jeffrey undertook to speak to the residents concerned to see if they would vary their parking to help.
- (b) Cllr Hancock felt that business should not be advertising on the Notice Board on Pump Hill but there was some feeling that it would be difficult to deny this facility to local businesses.
- (c) Cllr Forster was pursuing cleaning up the area between Hook Moor and Lotherton and around Junction 47. There was general disquiet about the rumoured proposals for alterations at Lotherton Hall, particularly with regard to entry and exit roads. The Clerk was asked to enquire of the Director of Resources if information could be provided to the PC as he was listed as the Lead Officer in the matter with a determination date of 1<sup>st</sup> June.
- (d) Cllr Alderson reported, as Chair of Governors of the school, that the Head Mistress would be leaving at the end of the summer term and they would be seeking a replacement.
- (e) Cllr Jeffrey asked Cllrs to think about the positioning of the Market Cross. From information she had come across recently, it was clear that this was a very important and ancient artefact and it might perhaps be possible to give it a more prominent placing in the village. It deserved to be highlighted more. Cllrs took this under advisement in the context of the Master Plan.
- (f) Cllr Stainton asked, in view of the free help being given to the PC by Pearce Bottomley Architects, that they be allocated two hanging basket 'logos' with their name on at the northern end of the village free of charge. This was agreed.
- (g) The Chairman drew attention to the requirement to hold an Annual General Meeting in May and it was agreed that this should immediately precede the normal meeting. The date would, therefore, be Tuesday, 17<sup>th</sup> May at 7.00pm in the Village Hall.

### **11/39 OPEN TO THE PUBLIC**

- (a) A member of the public drew attention to the rubbish from fly tipping which had accumulated in Kingfisher Lane. The Clerk would ask for a one-off clear and this would need to deal with some asbestos so a site visit would be advised prior to clearance.
- (b) A dog was causing a nuisance to people passing near to Humphreydale in that it was running out aggressively at both dogs and walkers. The Chairman undertook to speak with the owner who was thought to be a contractor working on the property.

### **11/40 CLOSE OF MEETING**

There being no further business, the Chairman thanked everyone for their attendance and closed the meeting at 10.00pm.

**The Parish Council complies with the Mandatory Publication Scheme under the Freedom of Information Act. Information about the Council can be obtained from their website at: [www.aberfordonline.com](http://www.aberfordonline.com) or by contacting the Clerk.**