

**BRAMHOPE & CARLTON PARISH COUNCIL**  
**MEETING OF THE VILLAGE MAINTENANCE COMMITTEE**  
Wednesday 7<sup>th</sup> November 2018, 6.00pm at the Bramhope Village Hall

**Present:**

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

**1) To receive apologies:**

Apologies were received from Cllrs Simon Cooper, Martin Fogel 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 the proposed extension to the footpath at Jubilee Copse**

The S106 monies have now been received from Leeds City Council and the work will take place in the next three weeks.

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

Cllr Cooper has made contact to arrange a meeting with a Leeds City Council Officer, however no date has been set.

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

Costs for the shelving for the mini-library have been received. A discussion took place and it was AGREED that the works to install bookshelves can go ahead.

**3.4 To receive information regarding the condition of the 2000 bench on Tredgold Avenue and decide further action**

A discussion took place and it was AGREED that the bench is beyond economical repairs and its condition presents a risk to the public therefore should be removed immediately. Consideration will be given to a replacement at a future meeting depending on demand.

Cllr Harris suggested that any benches that are replaced in the future should be the same as the recycled composite bench purchased for The Birches bus stop area, as they represent the best value for money in terms of longevity and are maintenance free.

**3.5 To receive correspondence regarding the grass adjacent to the entrance of The Poplars and decide further action.**

A discussion took place regarding parking on the grass at the entrance adjacent to The Poplars. Works will take place in this area for the new roundabout, when pavement will be installed up to the first house on The Poplars, which will then provide protection to the verge from parked cars. Suggestions to install stones, a fence or signs were discussed, however it was AGREED that this would not be an effective use of public money, would make it more difficult to maintain the grass and make access for the grass cutters more problematic. It was AGREED that there would be no further discussion on this matter.

### **3.6 To discuss de-leafing and the disposal of leaves**

Leeds City Council have indicated to Bramhope in Bloom that they would prefer leaves not to be bagged up for collection and they are taken to landfill and do not rot down, however LCC have not contacted the Parish Council directly regarding this matter. A discussion took place and the Committee agreed that sending leaves to landfill was not the preferred method of disposal, however areas for composting are limited. Consideration to de-leafing by the Parish Council and disposal of leaves will be considered at a future meeting.

### **4) Work completed since 3<sup>rd</sup> October 2018**

Cut hedge and trimmed weeds at Carlton Water Hole

Repair to Perspex panel, which had come out, at phone box in Carlton

De-leafing on Church Hill and The Parade/Knoll area

Turf has been put down on two graves.

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

Year end accounts for Bramhope in Bloom were shared with the Committee for information.

Shrubs have been planted at the back & side of the Tredgold bus shelter in accordance with suggestions from Richard Gill, Head of Floral Initiative and in response to the judge's suggestion.

A stone trough has replaced the rotting barrel at the entrance to Forge mews.

Poppies have now flowered at the Memorial at the recreation ground and in front of the Breary Lane East trough.

The left hand side grassed area at the entrance to the Birches has been planted with 75kgs of free daffodils from LCC. LCC grass cutters have been advised.

LCC have advised that their compost heap, which is not accessible to the public, is based at Esholt so it is not feasible for us to take the leaves we are currently collecting in sacks there. The leaves, therefore, are being deposited in landfill. There is insufficient space at the compost heaps at the Puritan Chapel to accommodate. It was AGREED that the existing composting area at the Puritan Chapel could be extended to accommodate more leaves.

Knitted poppies have been put on the bench and hayracks at the Memorial Garden. The poppies were provided by the Rolling Scones.

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

#### **6.1 Car Park**

##### **To discuss a request to mark out the village car park and decide further action.**

A discussion took place regarding the marking out of the village car park. Cllr Fox supplied design map that was created previously to show how the car park would be marked out and how many spaces this would achieve. 23 spaces would be achieved if it were marked out. It was AGREED that the car park will be monitored and the number of cars it accommodates be counted over the coming months as views were that the car park capacity would not be significantly increased by marking it out, therefore marking it out would not be necessary. This will be reviewed in six months' time. The Clerk has also written to Leeds City Council to ascertain whether or not planning permission would be required.

#### **6.2 Cemetery**

##### **To receive information for the creation of an area for memorial plaques at the cemetery and decide further action.**

Two quotations for the proposed works at the cemetery were discussed. The Clerk will place an order for the kerb stones directly with the supplier and engage the services of the contractor recommended by VMC to undertake the works, subject to approval from Full Parish Council in November.

## 7) To receive Recreation Properties report

### 7.1 The Knoll

(i) **To receive information regarding the repair to the flower rocker and carousel and decide further action**

Two estimates for the repairs were discussed and it was AGREED that the contractor that represented the best value would be selected and the repairs undertaken as soon as possible.

(ii) **To receive information regarding proposals for the replacement slide for The Knoll and decide further action.**

Several different quotes have been obtained for the replacement slide. Due to many of the contractors not manufacturing their own equipment it has not been possible for like for like quotes to be obtained.

A lengthy discussion took place and the preferred option would be to have an embankment slide. It was AGREED that the replacement of the slide should take place in four stages and that new steps should be part of the project.

Stage 1 – Seek advice regarding the removal of the sycamore tree adjacent to the steps that are to be removed. There are concerns that the removal of the steps and the concrete may destabilise the tree as the location of the roots is unknown, which would present a risk to both the contractors undertaking the works on the steps and the general public.

The location of the sycamore affects the proposed area for the replacement slide. Its removal would reduce the amount of leaves etc falling on the new slide.

Subject to the advice received and appropriate permission being obtained remove the sycamore tree.

Stage 2 – Remove the steps and make good the banking area. Install fencing at the top of the banking as required.

Stage 3 – A replacement embankment slide including steps. The Clerk will contact the supplier who was able to quote for an embankment slide and seek a quote for a simpler design that includes replacement steps. An application for Awards for All funding will be pursued and also to the Bramhope Youth Development Trust to assist with funding for the replacement slide. The works are unlikely to be completed in this financial year therefore a budget provision should be made in the 2019/20 budget for the replacement slide.

Stage 4 – Consider a scramble net for the banking subject to cost and funding availability.

(iii) **To receive information regarding the removal of the steps and re-instatement of the banking at The Knoll and decide further action**

A quote has been received to remove the steps and re-instate the banking. It was AGREED by ALL that the quote be accepted and the works undertaken as part of Stage 2 of the slide project.

(iv) **To receive information regarding the removal of a dead tree at The Knoll and decide further action**

A dead tree that previously had permission granted by Leeds City Council for its removal but was not removed in error during previous works. It was AGREED that it should be removed as soon as possible.

(v) **To receive information regarding the removal of a dangerous overhanging branch at The Knoll**

A branch overhanging the at The Knoll required removal as it was partially broken. A local contractor was engaged to do this on an emergency basis.

## 7.2 The Recreation Ground

To discuss the refurbishment of the Pavilion including

- the exterior decoration of the gable ends of the Pavilion  
No further update since the last meeting
- Upgrade of showering facilities  
No further action has taken place since the last meeting
- Risk Assessment in relation to Legionella  
No further action taken since the last meeting
- Asbestos survey

The Clerk has received an estimate for an asbestos survey. The estimate was discussed and considered to be a competitive rate. It was AGREED by ALL that the survey should go ahead. The Clerk is asking the same company for a quote for a Legionella Risk Assessment. There may be some savings if both surveys are undertaken at the same time. The quote for the Legionella risk assessment will be presented at a future meeting.

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

- i) The Clerk has received a quote for the village Christmas tree. The quote represents value for money and it was AGREED by ALL that the quote would be accepted.
- ii) There are moles present at the recreation ground again. The Clerk has experienced difficulty in engaging a mole catcher due to it being a public space and there being an issue with the traps being stolen. It was AGREED that the situation with the moles will be monitored prior to any further action being taken.
- iii) The Clerk raised the issue of the meeting day for VMC and whether it should be moved to an alternative day so that all members can attend if they wish. This will be considered and decided at the next VMC
- iv) Cllr Harris has been asked if the bins at Tredgold bus stop, the stop opposite the opticians on Leeds Road and at the Britannia can be maintained as they could do with being painted. The Clerk will add them to the Village Caretakers list of jobs for the Spring.
- v) Cllr Hoff asked if she could be co-opted onto the Village Maintenance Committee. The Clerk will arrange for this to be done at the next Full Parish Council Meeting.
- vi) Cllr Harris has replaced some of the small trees that have died at Jubilee Copse. Stakes have been put around the new trees to protect them from the mowers.
- vii) Cllr Hoff asked if the Parish Council had applied for free trees. Cllr Hoff will bring details of the scheme to the next meeting.
- viii) Cllr Fox reminded the Committee that a replacement for the beech tree that has been felled would need to be planted at some point in the future. A hornbeam is the preferred species.
- ix) Cllr Hoff asked whether electric bikes were allowed on the Recreation Ground. There have been several occasions when electric bikes have been riding across the cricket square, which could cause damage as the ground becomes muddier. The situation will be monitored and should damage occur further discussion will take place.

### 10) Date of Next Meeting

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

The meeting closed at 7.45pm

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

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