

# BRAMHOPE & CARLTON PARISH COUNCIL

## Minutes of the Meeting of the Parish Council held at Bramhope Village Hall held on 24<sup>th</sup> July 2019 at 7.30pm

### PRESENT

Chair: Hilary Harris

Councillors: Alan Anslow, Simon Cooper Diane Fox, Lesley Hoff, Amanda Lawrence, Rob Haswell, Ian Robinson, John Howard, Martin Fogel, Billy Flynn, Marion Rider

Nicola Woodward (Clerk)

**129/19**

**1. Public Participation**

There were no members of the public present.

**130/19**

**2. To receive apologies**

Apologies received from Cllr Bryant. Cllr Lawrence & Hoff gave apologies to leave the meeting at 8.30pm.

**131/19**

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

There were no declarations of interest.

**132/19**

**4. To confirm the minutes of the meeting held on 26<sup>th</sup> June 2019**

The minutes for the 26<sup>th</sup> June 2019 were PROPOSED as a true record by Cllr Fogel and seconded by Cllr Cooper and AGREED by ALL.

**133/19**

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

PCSO Joel Hebden attended the meeting.

In the last 30 days there have been 7 burglaries. Two were from snapped locks, one from an insecure door, one gained entry through a patio door and two were smashed windows. Property was stolen from all.

Two vehicles were broken in to overnight and property stolen.

Three vehicles have been broken in to at the local hotels.

Speed checks have been undertaken on Moor Road. PCSO Hebden will be referring the results to the local Police Officer for further action as over 50% of the cars travelling at 35mph or more were travelling in excess of 40mph.

**134/19**

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

**6.1 To receive information regarding the opening of a savings account for the Parish Council**

The account has now been opened . A transfer for the remaining £65k will be made this month.

**6.2 To receive an update on the 20mph zone for Hall Rise.**

The 20mph zone for Hall Rise is now ready and will be installed in the near future.

**6.3 To receive an update on the recruitment of a temporary Village Caretaker.**

Three candidates were interviewed for the post. Chris South has been offered the position subject to receiving satisfactory references and a Basic DBS Certificate and is due to start in post on 1<sup>st</sup> August 2019. Cllr Harris suggested that Chris should be invited to the first Village Maintenance Meeting, if available, to meet Councillors.

Cllr Harris expressed thanks to those involved in the recruitment process. The Clerk thanked Councillors for their assistance with covering some tasks during the interim period.

135/19

**7. Chairs Report**

The Chair has attended a Chairmanship Skills course which was very beneficial.

136/19

**8. Clerks Report**

The Clerk has received notification that LCC will be raising an invoice for the first instalment for the CIL payment for the Breary Lane East Development. Any CIL monies are ring-fenced for capital projects of benefit to the community and can't be used for the running costs of the Parish Council. A date for receipt of the payment for the Parish Council is unknown.

The Clerk is attending a Playground Training Seminar on 25<sup>th</sup> July.

137/19

**9. Correspondence**

- 9.1 White Rose Update July 2019  
This was noted.
- 9.2 Correspondence regarding the road surfacing at The Sycamores.  
This was noted. Cllr Flynn is liaising with LCC Highways regarding this matter.
- 9.3 To receive a letter of thanks from Bramhope Primary School PTA for Scarecrow sponsorship.  
This was noted.
- 9.4 SLCC Clerk Magazine - July 2019  
This was noted.
- 9.5 Clerks & Councils Direct – July 2019  
This was noted.

138/19

**10. Matters Arising**

**10.1 To receive information regarding the Dyneley Arms improvements consultation update and decide further action.**

Cllr Flynn has met with officers regarding the latest improvements for the Dyneley Arms junction which should address some of the issues for traffic turning right towards Otley from Old Pool Bank and also turning left towards Bramhope. The improvements are part of a wider programme of junction improvements across Leeds. Cllr Flynn has encouraged LCC officers to discuss the junction improvements with NY Highways Officers.

Details of the consultation, which runs through to 9<sup>th</sup> September will be included in the Summer Newsletter, and residents invited to comment via the LCC website.

Cllr Flynn will check with Pool PC if they have any comment.

**10.2 To receive information from the Leeds Local Access forum regarding the 2026 date for claiming historic rights of way and decide further action.**

A discussion took place regarding the deadline for claiming historic rights of way. The section of path between The Poplars and The Birches has never been defined as a definitive right of way. Cllr Fox volunteered to compare the definitive rights of way map with OS maps.

It was AGREED by ALL that Cllr Fox should undertake the work. Cllr Harris gave thanks to Cllr Fox for her offer of assistance.

- 10.3 To discuss calling a meeting to assist with forming a committee for the Bramhope Dementia Friendly group and decide further action.**  
No further action required as the matter had been resolved prior to the meeting without the need to involve the Parish Council.
- 10.4 To receive information and propose that the agenda item Parish Issues be substituted by Any Other Urgent Business not on the Agenda.**  
A discussion took place regarding Parish Issues and the legality of using this on the agenda.  
In future Cllrs should raise issues they would normally have raised under Parish Issues with the Clerk as they arise to be included on the appropriate agenda for a future meeting.  
It was Proposed by Cllr Harris, Seconded by Cllr Cooper and AGREED by ALL that Parish issues will be substituted by Any Other Urgent Business not on the Agenda in future. Any issues raised under this agenda item cannot have a decision made on them until they have been formally included in an Agenda of a future meeting.

139/19

**11. Finance and Administration Working Party**

- 11.1 To Approve Payments as per the schedule**  
The payments schedule for July were PROPOSED by Cllr Fogel, SECONDED by Cllr Cooper and AGREED by ALL.
- 11.2 To Approve the Petty Cash statement as per the schedule**  
The Petty Cash Schedule for July was PROPOSED by Cllr Fogel, SECONDED by Cllr Fox and AGREED by ALL.
- 11.3 To accept the minutes of the meeting held on 2<sup>nd</sup> July 2019.**  
The minutes for the meeting held on 2<sup>nd</sup> July 2019 were PROPOSED as a true record by Cllr Fogel and SECONDED by Cllr Robinson and ACCEPTED by ALL.

**Councillors Hoff and Lawrence left the meeting at 8.26pm**

140/19

**12. Planning & Enforcement**

- 12.1 To accept the minutes of the meetings held on 2<sup>nd</sup> July and 9<sup>th</sup> July 2019**  
The minutes for the meeting held on 2<sup>nd</sup> July and 9<sup>th</sup> July 2019 were PROPOSED as a true record by Cllr Fox and SECONDED by Cllr Haswell and ACCEPTED by ALL. Cllr Howard abstained from the vote.  
Cllr Howard asked about the Parish Council's policy for commenting on Planning Applications relating to trees and raised concern that a blanket policy is being applied to tree applications. It was clarified that unless a tree in the Conservation Area is diseased or dying that in general the Planning Committee do not support felling of trees, but each application is considered on a case by case basis prior to a comment being submitted.
- 12.2 Enforcement issues**  
There were no updates.
- 12.3 Update on the development at Breary Lane East**
- i) **To receive information regarding a revised landscaping scheme for the development and agree further action.**  
The revised landscaping scheme still does not have enough mature planting to soften the boundaries of the site. Cllrs Flynn, Fox and Harris have a meeting planned with Millers and LCC Officers on 28<sup>th</sup> August to discuss the landscaping and other issues previously discussed at a meeting in November 2017 to ensure that previous agreements are retained.  
Cllr Cooper asked for a firm promise that the boundary wall will be fully re-instated. Cllr Fox confirmed this remained on the plans.

Cllr Haswell commented that generally landscaping is one of the final elements rather than done in the early stages, but the question will still be asked if the boundary treatments can take place as soon as is possible so they can become established as the building takes place.

A list of requirements will be sent to LCC officers in advance of the meeting on 28<sup>th</sup>.

141/19

**13. Village Maintenance Committee Report**

**13.1 To accept the minutes of the meeting held on 16<sup>th</sup> July 2019**

The minutes for the 16<sup>th</sup> July 2019 were PROPOSED as a true record by Cllr Anslow and SECONDED by Cllr Fox and ACCEPTED by ALL.

**13.2 To receive information regarding the re-pointing at the Puritan Chapel and decide further Action**

A discussion took place regarding the quotes that have been received. One of the quotes is only an estimate. The Clerk will request a firm quote and the matter will be discussed at the next VMC for discussion and recommendations for the next FPC. The ONW grant application can't be completed until the cost and contractor have been agreed.

**13.3 To receive an update regarding funding for the new slide and steps at the Knoll.**

There was no update.

142/19

**14. Communications Working Party Report**

**14.1 To discuss a request regarding sponsorship by local businesses for the newsletter.**

A discussion took place regarding sponsorship and also advertising by local businesses for the newsletter.

It was AGREED by ALL that sponsorship and advertising for the newsletter is not an avenue that the Parish Council wish to explore at this time.

**14.2 The Summer newsletter should be sent to the printer by 1st August so will be back for delivery the following week.**

143/19

**15. Personnel Working Party Report**

There was no report.

144/19

**16. Cemetery Working Party Report**

The Clerk has arranged for the memorial plaques to be returned to the engravers to be polished and have a lacquer applied. All future plaques will have a lacquer applied to increase the period of time before they become tarnished.

There is an overhanging branch in the bottom left hand corner of the Cemetery that requires attention.

145/19

**17. Summer Festival and Events**

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

The chapel open day had 21 visitors, which is a much greater number than on previous occasions. The History Walks have also been well attended.

The mini breeze event went well with a steady flow of people. Organisers will confirm numbers to Cllr Harris. The next event will be this coming weekend with the Harrogate Brass Band Concert. The final event will be Cllr Harris's sponsored 6 hour table tennis challenge which will take place on Tuesday 31<sup>st</sup> July between 11am and 5pm. Anyone that wishes sponsor Cllr Harris or to come and play a game or two with Cllr Harris will be very welcome.

The name the big bear winner will be announced and the Peter Rabbit raffle will also be drawn on 31<sup>st</sup> July.

**146/19**

**18. Leeds City Council Update**

It has been agreed that the grass will be cut at the former Rosemont site. Cllr Flynn has received a request from a resident via Cllr Howard to install a battery recycling facility in the Car Park. It will involve replacing the existing small electrical container with another small electrical container that has a battery recycling tube pre-fixed to the outside and will not take up any additional space. This matter was referred to the next VMC for discussion and decision.

Cllr Flynn has been reminded of a £150,000 grant that is available to revitalise shopping areas of 4 shops or more. The grant can be spent on things such as providing crossing areas or car parking. Cllr Flynn will forward some further information for discussion at a future meeting. There is no time limit on applying for funding. Shop owners/landlords would be required to match fund 20% of any grant awarded.

**147/19**

**19. Carlton Village Report**

There was no report.

**148/19**

**20.1 Liaison Groups**

**20.1 Bramhope Village Hall**

The Village Hall are continuing to apply for grants for the next priority jobs which are the toilets and heating.

Cllr Rider will advise the Village Hall Committee that the grant for the forthcoming year should be applied for in the usual manner.

**20.2 Bramhope Primary School**

There was no report.

**20.3 Leeds/Bradford Airport.**

There was no report.

**20.4 Parish Council Annual Charity**

The Methodist Church have notified Cllr Harris of an additional donation collected at the Tour de Yorkshire. The current total for fundraising for this year is £1309.45.

**149/19**

**20. Parish Issues/Any other business**

**20.1** Cllr Robinson mentioned that the World Cycling Championships may come through the village in September. Cllr Howard confirmed that the route would take cyclists past St Helena's Caravan Park on 19<sup>th</sup> September at around 9.00am. The Park will be putting on bacon sandwiches for spectators.

**150/19**

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

The date of the next Full Parish Council Meeting will be Wednesday 28<sup>th</sup> August at 7.30pm.

The Meeting closed at 9.17pm  
Minutes by Nicola Woodward  
Published 26<sup>th</sup> July 2019