

BRAMHOPE & CARLTON PARISH COUNCIL

MEETING OF THE VILLAGE MAINTENANCE COMMITTEE

Tuesday 14th January 2020, 6.00pm at the Bramhope Village Hall

Present:

Cllr Simon Cooper (Chair)
Cllr Hilary Harris
Cllr Diane Fox
Cllr Lesley Hoff
Cllr David Bryant
Cllr Alan Anslow

Nicola Woodward – Clerk

1. To receive apologies

There were no apologies received.

2. To disclose or draw attention to any disclosable pecuniary interests

There were no declarations of interest

3. To receive information on the ongoing issues and decide further action where necessary

3.1 To receive an update on the replacement slide and steps at The Knoll

The Planning Application for the slide and steps has been submitted but was not accepted for processing as LCC required some further information regarding the location of the steps in relation to the slide, a better drawing of the steps including elevation information and also a report on the trees including details of root protection areas for those trees nearest to the new equipment.

The Clerk raised concern from discussions with LCC Officers and Arboriculturist that the proposed location of the steps may not be suitable due to the roots protection area of trees in close proximity and suggested that consideration may need to be given to siting the steps in a different location.

A discussion took place regarding the project and it was agreed that an alternative location for the steps should be explored and a planning application for the revised location be submitted.

3.2 To receive information regarding gates for the Puritan Chapel and decide further action.

The planning application and Listed Building Consent application for the proposed design will be submitted shortly following consultation with the LCC Conservation Officer.

3.3 To receive an update on the Outer North West Wellbeing Fund Grant Application for the Puritan Chapel pointing.

The application for 50% funding towards the repointing of the chapel has been agreed. This is subject to the works being completed before 31st March 2020 and the appropriate paperwork being sent to Leeds City Council in order for the funding to be released. The paperwork cannot be sent until the works are completed.

3.4 To receive an update regarding re-pointing at the Puritan Chapel.

The test patch at the Puritan Chapel has been completed and photographs sent to the LCC Restoration Officer for approval of the works. The Clerk is awaiting a response from LCC prior to agreeing with the contractor that the works can be scheduled in.

3.5 To receive an update on the sign for the wild flower area at Jubilee Copse.

The new sign had been received and installed, however the sign has now been removed and has not been located.

It was suggested that a similar sign be re-ordered but it should be installed on a heavy duty post with a concrete base below the ground to prevent it being removed again.

3.6 To receive information regarding the roof at the Puritan Chapel and decide further action.

An investigation of the roof to determine the leak at the chapel has been undertaken. It has been recommended that the ridge tiles be removed and re-instated on a lime mortar bed and to redress and repoint the lead flashing on the bell tower to remedy the leak. The Clerk has received a quote from the company engaged to complete the repointing of the chapel. If the works are completed at the same time as the re-pointing of the chapel a reduction in the price can be achieved as the cost of the preliminaries will be less.

It was AGREED that the roof repairs should be completed at the same time as the repointing of the chapel by the same contractor.

3.7 To receive an update on replacement bins for The Knoll and Recreation Ground

The replacement bins have been received and installed at The Knoll and the Recreation Ground. The old bins require disposing of. The Clerk will liaise with the Village Caretaker regarding this matter.

4. To receive a report on additional work completed since 12th November 2019

Leaf clearing
Cleaning of path at Puritan Chapel
Removal of fallen tree at Jubilee Copse
Fixing bench at The Knoll to prevent it being moved to the centre of the playground.
Repair of noticeboard at Hilton Grange
Litter picking in Carlton
Cutting back hedge at the Car Park

5. To receive a report from BiB:

BiB have arranged for the baskets from The Cross to be planted up. The nursery have indicated that the hayracks are badly in poor condition/corroded and will need replacing in the near future. The Clerk will seek information about suitable replacements. Thanks to Bramhope in Bloom who have offered to help with finding suitable replacements.

It has been noted by Bramhope in Bloom that the planted beds at The Parade need washing. It was noted that this is not the responsibility of the Parish Council.

6. Matters arising

6.1 To discuss future Village Maintenance projects for 2020/21/22/23

A discussion took place regarding future Village Maintenance Projects.

Projects that were highlighted to be included in budget planning included.

1. An overhaul of the Pavilion to include a full refurbishment, replacement windows and doors, solar water heaters etc. Suggested to include in the 2022/23 budget. Estimated cost - £75,000
2. Create Caretakers work area and secure store. Suggest a purpose ready built building to be sited adjacent to the Pavilion. Suggested to include in the 2022/23 budget. Estimated cost - £30,000
3. Repairs to car park surfacing at the recreation ground in the budget for 2022/23 – car park entrance - £10,000
4. Rebuilding of the Cemetery front wall, (£4,000) tarmac the layby (15,000), and more gravel for the

paths (£2,000) to be included in the budget for 2020/21

5. Complete stage two of the slide project in 2020/21. The Playground – stage 2 of slide project next year (£20K). A budget of £20,000 will be included in the budget in 2021/22 and 2022/23 for further capital refurbishment of the playground.
6. Resurfacing and drainage breaks in the path at jubilee copse in 2020/21 (£2000)

6.2 To receive information regarding a request from a girls Junior Football team to use the Recreation Ground from January 2020.

The Clerk has received a request from another Junior side to use the Recreation Ground from January 2020, initially for the remainder of the season.

A discussion took place and it was agreed that the junior team can use the facilities for the remainder of the season and this will be reviewed before any agreement for next season.

As it is part way through the season it was agreed that a per match fee would be charged for the remainder of the season.

The team have provided details of their insurance and safeguarding policy.

The Clerk had tried to contact a team who had expressed an interest previously in using the facilities but has not received a response from them.

7 To receive Parish Council Properties exception reports.

- a. Cairns and Hickey bus shelter had water in it after recent heavy rain. Cllr Anslow commented that he was aware this had happened historically and it dries up quickly.
- b. Bus stop/noticeboard – there is still an issue with people parking in front of the Tredgold Avenue noticeboard which obscures the view of approaching buses from the bus shelter. Cllr Flynn was going to look at possible options previously e.g. bicycle racks, to prevent parking in that area. The Clerk will contact Cllr Flynn to ask for an update as to whether this is possible.
- c. It was noted that there is a caravan parked in the village car park. It was agreed that the owners will be contacted to ask what their plans are for the caravan as it is parked on Parish Council land and is taking up valuable parking space in a well used car park.

8 Any other business not on the agenda

8.1 The Clerk has met with the Village Caretaker and had a discussion regarding outstanding annual leave. The matter will be referred to the Personnel Working Group prior to consideration by Full Parish Council.

8.2 The Clerk has received salt for the snow wardens and will make contact with volunteers from last year to check if they require a supply for this year. Cllr Bryant agreed to deliver the salt to volunteers.

8.3 It was agreed that another discussion will take place at the next VMC regarding the laurels at The Knoll.

8.4 The stones with crosses at The Cross which were moved before Christmas have now been returned to their original positions and cemented into place.

9 To arrange the date of next meeting

The date of the next meeting will be Tuesday 11th February at 6.00pm

The meeting closed at 7.10pm

Minutes by Nicola Woodward

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