

**BRAMHOPE & CARLTON PARISH COUNCIL**  
**MEETING OF THE VILLAGE MAINTENANCE COMMITTEE**  
Tuesday 12<sup>th</sup> May 2020, 6.00pm via video conferencing

**Present:**

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

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 Puritan Chapel grant report submission.**

The report has been submitted and acknowledged.

**3.2 To discuss replacement trees for Jubilee Copse and decide further action.**

The Clerk indicated that only about 10 days notice is required by the preferred supplier for trees for Jubilee Copse. Locations and number of trees required still needs to be determined.

**Cllr Bryant joined the meeting at 6.10pm**

**3.3 To receive an update on a policy for Memorial Trees and Benches.**

The Cemetery Working Group have been developing a draft policy for memorial benches and trees for consideration by Full Parish Council. The Clerk expressed her thanks to members of the Cemetery Working Group for assisting her with this, particularly Cllr Fox who has collated information and completed an initial draft for consideration. Further work is still required.

Cllr Cooper asked that members of VMC read the initial drafts and send comments to the Clerk to share at the next meeting of the Cemetery Working Group. Any amendments will be discussed by the Cemetery Working Group and shared with VMC at its June meeting. A full proposal will be taken to the Full Parish Council meeting for discussion at the end of June.

Cllr Harris suggested that as existing benches reach the end of their life they could be replaced with memorial benches if a request is received for a memorial bench.

It was AGREED by ALL that a memorial benches policy should be explored further.

Memorial trees were also discussed. It was suggested that trees should perhaps be anonymous and rather than being marked with a tag sponsors could be given a card/certificate. Further consideration will be given to memorial trees.

**4. To receive a report on additional work completed since 14<sup>th</sup> April 2020**

Additional work completed since 14<sup>th</sup> April includes repairing the edging the path on Jubilee Copse, repainting gates inside and outside the puritan chapel, repairing and repainting the bench at the Puritan Chapel, strimming and weedkilling at the culvert, repair Creskeld Lane noticeboard, painting of some areas of the gates at the cemetery, cleaning of bench, cleaning gravel and paths at the Puritan Chapel following pointing works.

## **5. To receive a report from BiB:**

Red, white & blue flowers have been put in the circular bed at the entrance to the Memorial and also in the hayracks to commemorate VE Day.

Volunteers are continuing to keep beds tidy. Summer bedding due to be delivered end of May/ beginning of June. Social distancing will be observed when planting.

A Thank you NHS notice is being put possibly in the Walker Smale bed.

Litter picking is being done whenever feasible, observing hygiene rules putting in own domestic waste bins.

The DOE candidate is continuing to do his weekly hour.

## **6. Matters arising**

### **6.1 To discuss correspondence from a resident regarding improvements to the area adjacent to The Sycamores/A660 and decide further action.**

As this area of land is not owned by the Parish Council any improvements would need to be agreed with LCC Highways.

As the roadworks are continuing in the area for some time it will be difficult to do anything until they are completed and the area is re-instated.

There are plans to develop the first area of Jubilee Copse following the roadworks it may be possible to do something in the area of The Sycamores at the same time.

The Clerk will keep the request on file until the roadworks are coming to an end.

### **6.2 To discuss the cemetery project for 2020/21 and decide further action**

A discussion took place regarding the proposals to rebuild the cemetery wall, the addition of more gravel to the paths and tarmacking of the layby. It was agreed that works to trees causing issues with the wall need to be completed first, followed by re-building of the wall, then tarmacking of the lay-by. The topping up of the gravel can take place at any time.

## **7 To receive Parish Council Properties exception reports.**

### **7.1 Bus shelters**

Cllr Cooper asked if the Village Caretaker can check over all the bus shelters and ensure that the guttering is all in place and identify if any other repairs are required.

### **7.2 Noticeboards**

Cllr Harris will undertake an inspection of the noticeboards and report back to the next meeting. A discussion regarding locations for replacement noticeboards will be added to the agenda for the next meeting. The Clerk will research examples and prices for replacement noticeboards.

A larger noticeboard at The Knoll may be considered

### **7.3 Car Park**

There have been a number of instances of fly tipping at the car park around the recycling area. The Village Caretaker has tidied up as much as possible but some large cardboard items were left. Leeds CC have been asked to send a team to remove it when they have sufficient resource available.

#### **7.4 Jubilee Copse**

The path that has been damaged by heavy rains is getting worse. More stone is required to be put on the surface to repair it. The Clerk will seek a quote.

The Village Caretaker will be edging the path where it has become overgrown in the coming weeks.

#### **7.5 Ginnels/Footpaths**

There are overhanging branches in the ginnel between Wynmore Avenue and Meadow end. The Village Caretaker will be asked to trim them back.

#### **7.6 The Knoll**

Some repairs to the surfacing will be undertaken in the next few weeks and weedkiller applied to the surfacing as weeds have appeared during the period when it has not been in use.

### **8 Any other urgent business not on the agenda**

There was no other business.

#### **To arrange the date of next meeting**

The date of the next meeting will be Tuesday 9<sup>th</sup> June at 6.00pm

The meeting closed at 7.10pm  
Minutes by Nicola Woodward  
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