

BRAMHOPE & CARLTON PARISH COUNCIL
MEETING OF THE VILLAGE MAINTENANCE COMMITTEE
Tuesday 8th July 2020, 6.00pm via video conferencing

Present:

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

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.

Cllr Cooper informed the meeting that this would be his last meeting as he would be resigning the following day. A new chair of VMC will be required to be elected at the next meeting. Additional members are also be required for VMC.

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

3.1 To receive an update on the Cemetery project for 2020/21 and decide further action

The Clerk has obtained an initial quote for the cemetery project which includes the rebuilding of the cemetery wall, tarmacking layby and additional gravel for paths

As the estimate for the cemetery wall is over £25k this will need to go on the government contract finding website.

As the estimated cost of the tarmacking is between £10,000 and £15,000 two additional quotes will be required and will need to be advertised on the noticeboard that the Parish Council are seeking quotations.

The Clerk will seek one or two further quotes for new gravel and also for Jubilee Copse footpath, which had been included in the initial quote.

Cllr Cooper highlighted that there may not be any foundations for the existing wall so they will be required.

The matter will be discussed at a future meeting.

3.2 To receive an update on the new gates for the Puritan Chapel .

Planning permission has now been agreed to install the gate on the A660 entrance. There were two quotes received previously. The quotes included an integrated lock.

It was AGREED by ALL that the quote from Aire Valley Forge would be accepted.

3.3 To receive an update on the proposed works to the culvert on Jubilee Copse.

Since the last meeting there has been correspondence between the Clerk, LCC Floor Risk Management Officer and the resident predominantly affected by the proposed works to the culvert at Jubilee Copse.

In addition there has been an issue with discoloured water in the culvert which is now being dealt with by LCC Highways Officers and Millers site staff following a site meeting with Cllrs Flynn and Harris.

Some work was carried out to remove stagnant water/silt from the bed of the culvert as this was causing an issue to residents as it was attracting flies. The silt removed from the bed of the culvert has been deposited on the side of the culvert and the culvert widened slightly, but this is not the intended works and was not recommended as a solution by the Flood Risk Management Officer on his site visit.

Additional information received from LCC Highways Officer states that the majority of the works on surface water drainage from Spring Wood building site and the highways works are now connected up to their final connection point so the rate of flow in the culvert is more or less what it will be going forward. As the ground is not saturated at the moment it is unknown how the culvert will cope with a deluge when the ground is already saturated.

The resident has requested another site visit and has suggested that now the drainage ditch has been cleared out there is no need to do the proposed works previously agreed between the homeowner, the Parish Council and LCC Flood Risk Management Officer. The homeowner has stated that during recent downpours there has not been an issue.

The Parish Council is not legally obliged to undertake the proposed works to prevent flooding issues in residents gardens. As a riparian owner the legal requirement is to ensure that a culvert flows freely across your land.

A discussion took place and it was AGREED that no action should be taken at this time as request by the resident. The Clerk will write to the neighbouring resident to confirm that following the last communication the matter is now closed.

3.4 To receive an update on the replacement of noticeboards and decide further action

A discussion took place regarding the number and location of the new noticeboards.

It was agreed that VMC recommends to Full Parish Council that the noticeboard at The Knoll should be replaced with a black metal noticeboard subject to planning permission being granted.

The noticeboard at Carlton is in acceptable condition. It's replacement will be reviewed regularly.

The remaining noticeboards will continue to be monitored and removed, but not replaced, when they reach the end of their useful life.

3.5 To receive an update on a request to hold a Summer camp at the recreation ground and decide further action

A discussion took place regarding the use of the Pavilion and Recreation Ground for a Summer Camp. Due to the current government legislation the only use would be for the toilet facilities and potential issues of letting out the Pavilion over the summer period it was agreed that it is not something that would be supported at this time. The area is not large enough to shelter the suggested numbers.

The Clerk will write back and say that in the present climate it is not feasible.

4. To receive a report on additional work completed since 9th June 2020.

Additional work completed since 9th June 2020 includes removal of hayracks at The Cross, edging of path at Jubilee Copse, tidying up and levelling of graves, weeding cemetery paths, trimming laurels at the cemetery, repair to playground surfacing, applying weedkiller to playground surfacing and weeding.

VMC expressed their thanks to the Village Caretaker for the work he has undertaken around the village particularly the improvement to the playground.

5. To receive a report from BiB:

There has been an issue with slugs eating the summer bedding which decimated the marigolds. The nursery advised replanting with geraniums. Spring bedding has been ordered.

There are now three DOE boys doing their weekly community service with BIB. On Saturday they weeded, pruned

and generally tidied up the Knoll shrubbery.

6. Matters arising

6.1 To discuss the government guidance regarding the re-opening of playgrounds and decide further action

A risk assessment has been completed. The playground equipment has also been inspected by Clerk and Cllr Harris. There are some minor repairs required to spire net and surfacing. The step edges very slippery and would benefit from scrubbing with moss remover type chemical.

A discussion took place and it was agreed that repairs will be undertaken in the meantime and equipment will be clean as and when a decision to re-open the play area is made.

When such a time arises that the playground can be re-opened appropriate signage will be required.

It was also noted that Leeds City Council and Bradford City Council have also kept their play areas closed.

It was AGREED that the Parish Council would be unable to comply with the government guidance to re-open the playground therefore it will remain closed.

6.2 To discuss the re-opening of the book exchange and decide further action

The organizer of the book exchange had requested to re-open on 18th July after a clean and refresh of the books. As the phone box is owned and insured by the Parish Council the decision to re-open to the book exchange is at the Parish Council's risk.

A discussion took place whether or not it should be emptied, however it was felt that this was not feasible.

It was agreed the book exchange should remain closed with appropriate signage in place.

6.3 To receive information regarding the condition of the dwarf wall at the ginnel entrance between The Birches and Southmead.

A discussion took place regarding the condition of the wall. It was not deemed to be in a dangerous condition, but is unsightly. If old bricks can be found then a repair could be possible for the end bricks. If suitable bricks are found then the Clerk would contact the neighbouring property to inform them that some repairs will be undertaken as it is not clear where the responsibility for the wall lies.

6.4 To receive information regarding the power supply contract for the Puritan Chapel and decide further action

Prices for renewal of the power supply contract for the Puritan Chapel were discussed. It was AGREED by ALL that the power supply should moved to EDF which represent some savings for the Parish Council.

6.5 To receive a request for a second Sunday side to use the recreation ground facilities during the 2020/21 football season

A discussion took place regarding the request to have an additional side playing at the recreation ground.

It was AGREED by ALL that it would be detrimental to the condition of the pitch if an additional team were to regularly use the pitch therefore the request would not be agreed.

6.6 To receive information regarding bark chippings for the cemetery flower bed and decide further action

A discussion took place. It was agreed that additional bark should be purchased for the cemetery. The Clerk will place an order of 7 x 70 litre bags with The Arium.

6.7 To receive an enquiry from the cricket club regarding the use of a CIL grant to create permanent cricket nets area at the recreation ground and decide further action

A discussion took place regarding an agreement in principal to the Parish Council supporting having a permanent net area before making a formal application for CIL. The provision of a permanent cricket net area would be beneficial both for the club and for other users of the recreation ground including children from the village.

It was AGREED by ALL that in principal that VMC would support having a permanent cricket net area at the recreation ground.

7 To receive Parish Council Properties exception reports.

7.1 Bus Shelters

Cllr Harris reminded VMC that litter bins would need to be provided for the new bus shelters once built.

7.2 Red Telephone Boxes

The question was raised whether or not the defibrillator phone box was safe. The defibrillator itself is locked away and is only opened when needed so no risk present.

7.2 Recreation Ground

The cricket season is due to start on Saturday. Currently the rules state that the Pavilion can only be used for toilet facilities. The CC have indicated that they are willing to undertake a deep clean prior to Saturday. The cricket club have done their own risk assessment for the toilets and would enter via one door and leave by another. If it rains they will sit in their cars.

The Parish Council has joint responsibility so will need to undertake our own risk assessment to ensure there are no gaps and work with the cricket club.

The Pavilion needs some cleaning and disinfecting of the surfaces prior to be used as it has not been open for three months. Signage is required to say showers must not be used and areas that are out of bounds.

The cricket team are keen to play and should be supported.

Cllr Anslow volunteered to undertake the risk assessment.

Cllr Anslow suggested that prior to showering facilities being re-opened that a legionella risk assessment should be undertaken. This was agreed.

A new cleaner needs to be found for the Pavilion as the previous cleaner is unfortunately unable to return. The Clerk has the number for a local cleaner who may be interested.

The water bills for the last two quarters for the Pavilion have been unusually high so there is possible a leak. The Clerk is unable to find the water meter in order to check whether or not there is a leak between the meter and the premises. Cllr Cooper will see if he can find the location of the meter.

There is no evidence of a leak in the Pavilion itself so it is likely to be between the meter and where the supply enters the building.

If the meter can be located then Yorkshire Water can be called out to find out where the leak might be.

8 Any other urgent business not on the agenda

Cllr Bryant has walked the footpath between Bramhope and Carlton. The only place where there is an issue is the sign on Harrogate Road which has corroded and fallen off. This will be passed on to Cllr Howard who is co-ordinating any issues with local footpaths.

9 To arrange the date of next meeting

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

The meeting closed at 7.11pm
Minutes by Nicola Woodward
Published on 15/07/2020