

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council

held on Wednesday 26th May 2021 at 7.00pm at Bramhope Village Hall.

The meeting was accessible to members of the public and via video conferencing.

PRESENT

Chair: Hilary Harris

Councillors: Alan Anslow, David Bryant, Billy Flynn, Martin Fogel, Diane Fox, John Howard, Ian Robinson,

AGENDA

120/21

1. **To receive apologies for absence given in advance of the meeting and to consider the approval of reasons given for absence**

Apologies received from Cllrs Gill, Cowan, Rider and Lawrence.
Cllr Pickstock joined the meeting as a member of the public via Zoom.

121/21

2. **Declarations of disclosable pecuniary interests or other interests**

There were no interests declared.

Meeting adjourned at 7.15pm

122/21

3. **Public Participation (10 Mins)**

Due to a technical issue a member of BRACE was unable to join the meeting until 7.45pm, therefore this agenda item was taken later in the meeting.

BRACE asked for information regarding the CIL fund in terms of how much has been received and what has already been allocated to projects. In addition, they wished to know if there was any cut off for applying for funding for a project. BRACE would like to develop a plan to solve the traffic/parking issues in conjunction with the City Development Project, once the project commences, to make the best use of all resources available.

Cllr Harris indicated that the Parish Council will contact BRACE with any information as and when it becomes available.

Cllr Flynn confirmed that City Development have not formally been involved in the school expansion project yet, but he will continue to monitor the situation. A planning application would be required for additional parking at the school, which will then be an opportunity for comment.

123/21

4. **To receive an update from the Neighbourhood Police Team**

PCSO Joel Hebden joined the meeting via zoom. In the last 30 days there has been one theft from a vehicle and two burglaries. There are other known incidents that have taken place over the previous weekend involving two people trying car doors at various properties. Residents are encouraged to report to the police if they think their car has been broken into or if they have any CCTV footage of the incidents.

A car accident had taken place at The Cross the previous evening. Damage had occurred to one of the stones at The Cross. The Police can provide a crime number if the Parish Council wish to make an insurance claim.

In addition, the Neighbourhood Police Team has been out during May undertaking speed checks in the area which will result in several prosecutions.

The meeting reconvened at 7.23pm.

124/21

5. **To agree the minutes of the meeting held 5th May 2021**

The minutes for the meeting of Full Parish Council held on 5th May 2021 were PROPOSED by Cllr Howard, SECONDED by Cllr Fogel, and AGREED by ALL.

125/21

6. **To receive information on the ongoing issues and Clerk's report**
- 126/21
7. **6.1 To receive an update regarding the proposed expansion of Bramhope Primary School decide further action, if necessary.**
An update has been received from the Chair of Governors of Bramhope Primary School. The school have initiatives to reduce the numbers of children taken to school by car and will continue to do so.
The staggered start times will remain in place.
The situation will continue to be monitored.
- 6.2 Clerk's report**
There was no report.
- 127/21
8. **7. Chairs Update**
Cllr Harris reminded Councillors that the new development should now be referred to as Spring Wood Park rather than the Millers site or Breary Lane East. New residents will continue to be welcomed to the village.
There have been several scam emails sent by an email address purporting to be Cllr Harris. These emails should be ignored and deleted. Cllr Harris reminded Cllrs that it is good practice to change passwords on their email accounts regularly.
- 128/21
9. **8. To receive a revised inventory of land and assets including buildings and office equipment**
This was noted and accepted.
- 129/21
10. **9. To receive the renewal notice for the Parish Councils insurance cover in respect of all risks and decide further action**
The renewal notice is a three-year fixed deal but included an increase in the fidelity guarantee. It was AGREED by ALL that the insurance renewal should be accepted.

The Clerk indicated that she would be looking at getting Parish Council properties re-valued over the next 12 months for insurance purposes.
- 130/21
11. **10.1 Planning and Enforcement**
To confirm the minutes from the meetings held on 5th and 18th May 2021
The minutes for the meeting of held on 5th and 18th May 2021 were PROPOSED by Cllr Fox, SECONDED by Cllr Anslow, and AGREED by ALL.

Cllr Harris thanked Cllr Fox for the work she has done on collating information for the comment on the application relating to land at Staircase Lane.
- 131/21
12. **11.1 Village Maintenance Committee Report**
To confirm the minutes from the meeting held on 4th May 2021
The minutes for the meeting of held on 4th May 2021 were PROPOSED by Cllr Anslow, SECONDED by Cllr Bryant, and AGREED by ALL.
- 132/21
13. **12. Communications Committee report**
There was no report.
Cllr Fox commented that there were several properties on Arthington Road that require a newsletter. Cllr Robinson will deliver to those properties.
The Clerk will check which round includes delivery to the shops.
- 133/21
14. **13.1 Finance & Administration Working Party**
To Approve payments for period May 2021 as per the schedule of payments
The payments schedule for May 2021 was PROPOSED by Cllr Howard, SECONDED by Cllr Bryant and AGREED by ALL.
- 14.1 Projects Working Party – Pavilion Refurbishment**
To receive a report and recommendations from the Projects Working Party regarding the Pavilion refurbishment project and decide further action.

Three architects have been invited to tender for the project management of the Pavilion project. Only one tender was received. The projects working group recommends engaging the architect at a cost of £10,000.

Cllr Anslow PROPOSED, SECONDED by Cllr Fogel that the Parish Council agrees to progress with the architect that has tendered for the project, funded by the Parish Council, subject to agreement by the Recreation Ground Trust.

A meeting of the Recreation Ground Trust will be held to discuss formally agree that the Parish Council can progress the project on behalf of the Recreation Ground Trust.

The meeting was adjourned at 7.45pm for a member of the Public, a representative from BRACE, to join the meeting. The meeting reconvened at 7.50pm.

134/21
15.

Leeds City Council update

Cllr Flynn has attended a meeting with Planning Officer, Millers Homes reps and other Ward Councillors to discuss issues regarding the site, including the buffer zone. It has been confirmed that the buffer zone will not be gifted to residents of High Ridge Way and will be managed by the management company. Some sections of the buffer zone beyond High Ridge Way will be included as part of the garden of the new houses with a planning condition on the area which prevents homeowners from placing a structure such as a shed without obtaining planning permission first.

The convenience store site has been sold and will be leased to a supermarket provider. It is not known which provider it will be at this stage.

Protection for the edge of the ponds has not yet been determined. The ponds are still subject to change if Yorkshire Water deem that further modifications are required.

Landscaping on site has not yet been agreed by LCC/Millers. All the suggestions that the Parish Council requested from Millers have been included in the proposals.

The roundabout landscaping has not progressed. The Clerk has recently chased the matter with LCC Officers.

Funding for one or two SIDS has not yet been confirmed. Millers have been asked to contact the Parish Council regarding the location of the SIDS should the funding be confirmed.

The safety of the roundabout has been discussed at a working party meeting. The working party recommended that the council write a further letter to Leeds City Council civil engineering department, who are still responsible for the roundabout, to raise its concerns regarding safety and asking if a monitoring camera could be installed. In addition, any residents involved in an accident on the roundabout should report them to the police. If any near misses occur, they should be reported to the Parish Council so that they can forward the information to Leeds City Council. A solution of making the right-hand lane a right hand turn only may assist.

Cllr Robinson highlighted an issue with pooling water on Kings Road, forcing pedestrians to take refuge in driveways during wet weather to avoid getting soaked by passing cars.

Cllr Howard informed Cllr Flynn that there are some issues with public footpaths around the village eroding, e.g., Staircase Lane. If the paths could be repaired sooner rather than later, it would prevent a larger expense in the future. Cllr Flynn asked for details of any paths in poor condition to be sent to him and he will pass it on to the Local Access Forum.

135/21
16.

Carlton Village Report

There was no report from Carlton.

The water hole has been drained, and there is now fresh water running through it. Cllr Pickstock is still waiting for Sandy Lay to get back to her.

136/21
17.

Liaison Groups Updates

17.1 Bramhope Village Hall

A face-to-face meeting of the Hall Working Group took place on 17 May, coinciding with the next phase of reopening of the Hall. Several groups have already resumed their activities. These include toddler sensory, art school and yoga. Some other groups are likely to resume in June including table tennis and bridge.

All the current development work has been completed and paid for. The balance of funds after these payments is consistent with the Hall's reserve policy and puts the Hall in a good position to meet the continuing uncertainties of the coming year.

A financial projection based on income from activities which are known to be resuming together with known income from government subsidies / grants is being undertaken to assess whether income is likely to meet expenditure over the coming year.

17.2 Leeds/Bradford Airport Consultative Committee

There was no report. The next ACC will be held on 10th June 2021.

17.3 Festival and Events

There has been no response to the newsletter article regarding the Platinum Jubilee. Cllr Harris will send round an initial email to her festival contacts to see if other organisation has started planning for the Jubilee and to ask if their members would like to be involved in a working group to organise events for the Jubilee.

Cllrs Harris, Fox, Lawrence and Rider have indicated previously that they would be happy to be involved in a working group.

Prince Charles is advocating a 'Treebilee'. A resident has offered to plant a mature tree for the Jubilee. This will be discussed at the next meeting of VMC.

Cllr Robinson asked when the planning for Remembrance Sunday would commence. This will be in August time.

137/21

To confirm the date of the next Full Council Meeting

18.

The date of the next meeting will be Wednesday 23rd June at 7.00pm, at Bramhope Village Hall, Old Lane, Bramhope.

The meeting closed at 8.25pm
Minutes by Nicola Woodward
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