

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council

held on Wednesday 28th July 2021 at 7.00pm at the METHODIST CHURCH HALL, EASTGATE, BRAMHOPE, LS16 9AA

The meeting was accessible to members of the public.

161/21

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 Pickstock, Gill and Rider

162/21

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

There were no declarations of interest.

19.01 Motion to adjourn the meeting to allow any public present the opportunity to speak.

163/21

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

There was two members of the public present.

164/21

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

There was no representative from the Neighbourhood Police Team available. A written update was received and included the following information. In the last 30 days there have been one theft from a motor vehicle, theft of a motor vehicle, one attempted burglary, two burglaries (one arrest made), and two other thefts.

165/21

Meeting reconvenes. 19.02

5. **To agree the minutes of the meeting held 23rd June 2021**

The minutes for the meeting of Full Parish Council held on 23rd June 2021 were PROPOSED by Cllr Robinson, SECONDED by Cllr Fox, and AGREED by ALL.

166/21

6. **To receive information on the ongoing issues and Clerks report**

- 6.1 **To receive a response from Leeds City Council to the safety issues raised relating to the Spring Wood roundabout.**

A response has been received from LCC regarding the frequency of examining the number of accidents on the roundabout. The frequency will be increased from annually to quarterly. The responding officer is looking into the matter of a traffic monitoring camera with other colleagues.

- 6.2 **To receive an update on the venue and date for the Annual Parish Meeting**

The village hall is now available on 13th October at 7.00pm for a 7.30pm start. It was AGREED by ALL that the original date of 13th October for the rescheduled Annual Parish Meeting be approved.

- 6.3 **To confirm the date for the annual property inspection**

The date for the annual property inspection will be Tuesday 3rd August at 7.00pm. Meet at the Village Hall.

- 6.4 **Clerks report**

The Clerk shared dates for annual leave.

167/21

7. **Chairs Update**

Nothing to report.

168/21

8. **Correspondence**

- 8.1 Correspondence relating to LCC Local Roads Planned Highway Maintenance Programme 2022/23 to 2024/25

This was noted. Any issues relating to roads or footpaths can be reported to LCC. Any defects found during the annual property inspection should be noted.

- 8.2 Correspondence relating to HM Land Registry Parish, Town and Community Council Land Ownership survey
This was noted.

169/21

9.

To receive a revised Terms of Reference for a proposed working party or liaison group to consider traffic issues in the village and to liaise with BRACE and Leeds City Council and decide further action

A revised paper was presented to the meeting. Cllr Howard outlined the content of the paper. Cllr Howard has had an informal meeting with BRACE to discuss objectives. Cllr Howard noted that the lack of an Annual Parish Meeting in 2020 has had a detrimental effect on communication with residents.

The proposal for the group is that meetings focus on village wide issues and review issues with LCC Highways to obtain responses. LCC Highways have the expert knowledge to look at potential solutions that are proposed. If there is agreement for identified improvements the Parish Council can work with LCC to look at funding issues. The group will have no authority to commit Parish Council funds to identified improvements. Cllr Howard indicated that there may be a need to hire a room for meetings so may require a small budget.

Cllr Harris thanked Cllr Howard for drafting the new document.

Cllr Harris invited a member of BRACE and member of the public to add their comments to the discussion regarding the liaison group.

Comments made by councillors on the proposed structure and approach of the group.

It was noted that

- All residents approaching the liaison group with a traffic issue would receive the same treatment whether they are part of a wider group or an individual.
- the terminology in the proposal under approach (1) should be amended from prioritise to categorise in relation to any list of issues generated. (Amendment 1)
- The name of the group should be Traffic Liaison Group (Amendment 2)
- LCC Highways may have a preferred format in which to receive information
- BRACE are they concerned with issues around school expansion and access issues to doctors surgery and parking issues around school.
- Details of the group will be included in the newsletter
- A dedicated email address should be set up to collate/co-ordinate residents concerns.
- Consultation will be required with all residents prior to any proposed solutions being taken forward.
- Caution needs to be exercised regarding the issues which the group looks at and managing expectations on what can be achieved.

Cllr Flynn gave an update on the school expansion. The expansion still at the feasibility study stage. Considering whether to extend the small hall (currently dining room) or reconfigure internally. This will determine whether planning permission will be required. The project has now been referred to Highways for traffic plan, no action will take place until after the results of the feasibility study. All dates are currently provisional and at a very early stage. As soon as Cllr Flynn knows which officer has been allocated to the project and invitation will be issued to the officer to attend a meeting of the traffic liaison group.

It was PROPOSED by Cllr Howard, seconded by Cllr Robinson and agreed by ALL that the revised Terms of Reference for a proposed working party or liaison group to consider traffic issues in the village and to liaise with BRACE and Leeds City Council be accepted with the two amendments discussed.

170/21

10.

Planning and Enforcement

10.1 To confirm the minutes from the meetings held on 28th June and 13th July 2021

The minutes for the meeting held on 28th June and 13th July 2021 were PROPOSED by Cllr Fox, SECONDED by Cllr Anslow, and AGREED by ALL.

LCC are updating local plan. Consultation closes on 13th September. Cllr Howard will look at questions relating to airport and digital highways. LCC have a question about front gardens being turned into parking. Cllr Fox will send out to all for everyone to look at and ask for views.

171/21

11.

Village Maintenance Working Party Report

11.1 To confirm the minutes from the meetings held on 13th July 2021

The minutes for the meeting held on 13th July 2021 were PROPOSED by Cllr Anslow, SECONDED by Cllr Bryant, and AGREED by ALL.

Cllr Howard asked about the reference to a dementia friendly space. Cllr Harris has arranged to meet a member of the dementia friends group to discuss further prior to any decisions being made by VMC.

172/21

12.

Communications Committee report

The newsletter will be sent to the printers in the next couple of days. There are a few late submissions due to illness. The newsletter should be ready for distribution around the end of next week. Newsletter will be delivered to Cllr Harris for sorting. Cllr Harris will get the numbers for Spring Wood.

173/21

13.

Finance & Administration Working Party

13.1 To Approve the payments schedule for July 2021

There was one additional payment to Swincar Nurseries of £164.11

The payments schedule for July was PROPOSED by Cllr Fogel, SECONDED by Cllr Fox and AGREED by ALL.

13.2 To Approve the petty cash schedule for July 2021

The petty cash schedule for July 2021 was PROPOSED by Cllr Fogel, SECONDED by Cllr Robinson and AGREED by ALL.

13.3 To Approve the minutes of the meeting held on 22nd June 2021

The minutes for the meeting held on 22nd June 2021 were PROPOSED by Cllr Fogel, SECONDED by Cllr Howard, and AGREED by ALL

174/21

14.

Leeds City Council update

Cllr Flynn had received an e-mail from LCC Director of Planning regarding staffing issues in the department and subsequent delays in approving planning applications due to loss of staff and covid restrictions.

175/21

15.

Carlton Village Report

New planters are now in and have been planted up by Cllr Pickstock and two of her daughters. Cllr Pickstock is opening a bank account for Carlton in Bloom.

176/21

16.

Liaison Groups Updates

16.1 Bramhope Village Hall

Trustees have attended the Village Hall AGM, their first physical meeting for 18 months. It was the first time most have seen the renovations at the hall.

The hall are still looking into ways of resolving echo in the main hall. Bookings are still reduced, however more groups are starting to commit to bookings for the autumn.

Progress is being made with updating the website and hoping new site will be live from around September.

16.2 Leeds/Bradford Airport Consultative Committee

The next liaison meeting will be 9th September. No further news on planning application. Cllr Howard has been contacted as the government is holding a consultation on the on jet zero to net zero from 2050 in terms of airport emissions, The Government have asked for input from Airport Consultative Committees. Cllr Howard will look at document and send a response to the ACC by the 13th August. Individuals can also comment.

Cllr Howard will cc Clerk into the response.

16.3 Festival and Events

To discuss the Platinum Jubilee in 2022 and decide further action.

Cllr harris has had more response from local groups regarding the Platinum Jubilee.

The Fox & Hounds are holding a beer festival. The WI are happy to support, one of their members is happy to be part of an organising group. Some groups are interested in taking part in the celebrations but are reluctant to plan ahead. The film club intend to have a committee meeting in August and will consider proposal then. The school will finish for half term on 3rd June and have suggested they may have a Jubilee themed summer fayre. They enjoyed making bunting for the tour de Yorkshire so would be interested in doing that again. Other suggestions included a community tea party, family quiz with a royal theme, St Giles Church also interested in being involved. The Village Hall social group positively welcome suggestion of an event and are willing to help with planning.

An initial meeting of interested parties should be planned for September to discuss ideas further.

Cllr Harris has had a request from the village social committee for the date of the Christmas lights to be switched on as 1st December. There will be no switch on event. The Clerk will book the date with Leeds Lights.

Information regarding lighting of Beacons has been received. Could be considered as part of the programme of celebrations by working group.

177/21

17.

To confirm the date of the next Full Council Meeting

The date of the next meeting will be Wednesday 25th August 2021. Venue to be confirmed. It was agreed that if the village hall is not available the meeting will be held at the Methodist Church Hall (subject to availability).

Meeting closed at 8.00pm
Minutes by Nicola Woodward
Published 30/07/2021