

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 25th August 2021 at 7.00pm at the METHODIST CHURCH HALL, EASTGATE, BRAMHOPE, LS16 9AA

The meeting was accessible to members of the public.

Present

Chairman: Cllr Hilary Harris

Councillors: Ian Robinson, Billy Flynn, David Bryant, Diane Fox, Campbell Cowan

178/21

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 Fogel, Rider, Howard, Anslow, Pickstock, Gill, Lawrence.

179/21

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

There were no interests declared,

180/21

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

There were no members of the public present.

181/21

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

The neighbourhood police team were unable to attend the meeting. The Clerk noted that there had only been one crime reported in the last 4 weeks on the regular updates received by the council.

182/81

5. **To agree the minutes of the meeting held 28th July 2021**

The minutes for the meeting of Full Parish Council held on 28th July 2021 were PROPOSED by Cllr Robinson, SECONDED by Cllr Fox, and AGREED by ALL.

183/21

6. **To receive information on the ongoing issues**

6.1 **To receive an update on the forming of the Traffic Liaison Group**

The Traffic Liaison group has held its first meeting.

The meeting produced a consolidated list of issues, including photographs, which have been sent to the LCC officer who will be formulating the traffic management plan in relation to the school expansion.

A press release has been sent to the Wharfedale Observer and a letter to local business is also planned to encourage businesses to raise their issues with the group and either join as a member or attend a meeting.

A separate letter will be sent to the school and the health centre.

A statement to notify residents about the group and its purpose has been published on the Parish Council website and Facebook.

TLG have requested a slot at the Annual Parish Meeting on 13th October.

Cllr Flynn highlighted that expectations on what the group can realistically achieve still needed to be managed.

The LCC officer has welcomed the group sending information to assist with the traffic management plan.

Cllr Harris raised that if someone is attending as a representative of a group it should be indicated on the minutes.

Cllr Bryant arrived at 19.05pm

184/21

7. **Clerks report**

The external auditors report has now been received. There were no concerns raised.

185/21

8. **Chairman Update**

The Chairman has accepted an invitation to Pool PC civic service on 10th October 2021. Love Leeds Park is being launched at Golden Acre Park on 4th September, 10am – 4pm. This will be a family fun day.

186/21

9. **To discuss the Open Village Forum on 13th October (the replacement for the Annual Parish Meeting) and decide further action.**

A discussion took place regarding the content for the Open Village Forum to be held on 13th October 2021.

The following points were discussed.

No outside speaker required this year as there will be sufficient content from the Parish Council and the Traffic Liaison Group.

A leaflet to advertise the forum should be produced and delivered to all residents.

Cllr Harris proposed that a raffle be held at the meeting to raise funds for the Councils Annual Charity (Carers Leeds) as no fundraising has been possible over the past 18 months. This was AGREED by ALL.

Chair's introductions will include annual charity.

The agenda will include usual items informing the public what the Parish Council has done over the last 12 months, what it will be doing for the remainder of the financial year, Parish Council finances, Planning information, festival events will be substituted by the Platinum Jubilee. CIL funds and proposals for their future. The activities of the Traffic Liaison Group.

Cllr Bryant suggested that there be an item on green issues. It was suggested that due to the timescales there would be insufficient time to arrange an external speaker for the October meeting and that this could be an agenda item for the 2022 Annual Parish Meeting in May. Local organisations will be invited to produce displays and attend the meeting.

The Clerk will draft an agenda and slide templates and ideas for the Parish Council displays and circulate. A display from the archive may also be created. Cllrs responsible for each area will provide information for inclusion in the slides.

A meeting will be held if required.

187/21

10.

Planning and Enforcement

10.1 **To confirm the minutes from the meetings held on 2nd and 10th August 2021**

The minutes for the meetings held on 2nd August were PROPOSED by Cllr Fox, SECONDED by Cllr Cowan and the minutes for the meeting held on 10th August 2021 were PROPOSED by Cllr Fox and SECONDED by Cllr Harris and AGREED by ALL.

Cllr Flynn left the meeting at 7.30pm

10.2 **To discuss the Parish Councils comments on the LCC Local Plan Update 2021 Consultation and decide further action**

Cllr Fox has circulated draft comments. Comments include that the preferred boundary treatments should be hedges to encourage a wildlife corridor and to minimise the amount of garden given over to impermeable surfaces.

Cllrs should send any additional comments to Cllr Fox by Friday 3rd September. Final comments will be submitted on 9th September.

Cllr Harris gave thanks to Cllr Fox for her research on the subject matter.

Cllr Flynn re-joined the meeting at 7.32pm

188/21

11.

Village Maintenance Working Party Report

11.1 **To confirm the minutes from the meetings held on 10th August 2021**

The minutes for the meeting held on 10th August 2021 were PROPOSED by Cllr Bryant, SECONDED by Cllr Fox, and AGREED by ALL.

189/21

12. Communications Committee report

There was no report.
Cllr Harris thanked Cllr Howard for the excellent summer newsletter.

190/21

13. Finance & Administration Working Party

13.1 To Approve the payments schedule for August 2021

The payments schedule for August was PROPOSED by Cllr Fox, SECONDED by Cllr Robinson and AGREED by ALL.

13.2 To Approve the petty cash schedule for August 2021

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

13.3 To receive a community grant application from the Dementia Friendly Bramhope group (Care for a Cuppa project) and decide further action.

Agenda item deferred to the meeting to be held on 22nd September 2022.

13.4 To receive information regarding HSBC bank charges from 1st November and decide further action.

Following a discussion, it was AGREED by ALL that the Parish Council should retain the HSBC bank accounts and review the position on a regular basis.

191/21

14. Leeds City Council update

Cllr Flynn updated on enforcement issues.

192/21

15. Carlton Village Report

There was no report.

193/21

16. Liaison Groups Updates

16.1 Bramhope Village Hall

Cllr Campbell reported that many of the groups are coming back in September. Estimated that 75% of the groups are returning. The Village Show committee have agreed that if the Village Hall are able to get a celebratory to open the renovated hall that it can be incorporated in the Village Show agenda.

It was noted that the bowls club have booked in a date for their annual quiz night.

16.2 Leeds/Bradford Airport Consultative Committee

The next ACC will be held on 9th September. Cllr Howard has asked if a volunteer to deputise subject to non-availability. Cllr Flynn volunteered to be the deputy if required.

16.3 Festival and Events

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

Cllr Harris has received notification from the film club who have decided not to run a film club this year or make arrangements for the Platinum Jubilee.

Cllr Harris will contact interested parties to organise a first meeting of a planning group for the Platinum Jubilee.

194/21

17. Items for discussion at a future meeting.

The organisation of Remembrance Sunday. The Clerk noted that she would make some initial contact with the appropriate people to determine whether a road closure should be requested.

194/21

17. To confirm the date of the next Full Council Meeting

The date of the next meeting will be Wednesday 22nd September 2021.

Venue to be confirmed subject to numbers of councillors attending and venue availability.

Signed _____

Dated _____