

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the meeting of the Village Maintenance Committee, held at 6.00pm on Tuesday 13th January 2026 at Bramhope Village Hall, Old Lane, Bramhope, LS16 9AZ

Attendees: Cllr Hilary Harris (Chair), Cllr David Bryant, Cllr Campbell Cowan, Cllr Anne-Marie Pickstock, Cllr Jane Orton, Cllr Diane Fox

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 Cllr Anslow. Apologies received from Cllr Fox for late arrival.

2. To disclose or draw attention to any disclosable pecuniary interests

There were interests declared.

Cllr Fox joined the meeting at 7.05pm

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

- 3.1 To receive an update on the Moor Road SID

A response has been received which states that the SID is now out of warranty, therefore any repairs will incur a cost. A discussion took place and it was agreed that the Parish Council should challenge the cost of repair due to the length of time the SID has not been operational and appropriate action has not been taken in a timely manner to determine the issue with the device or solar panel. The Clerk will do this in conjunction with Cllr Flynn.

- 3.2 To receive an update on additional signage for The Knoll and Recreation Ground.

The new signs have now been received. The Clerk will arrange for the Village Caretaker to install them.

- 3.3 To receive and update on the issue of business parking in the village car park

The issue with business parking in the village car park is ongoing. The Clerk will contact Cllr Flynn for an update on this matter.

- 3.4 The Clerks report

No report.

- 4 To receive a report on additional work completed since 9th December 2025

Additional jobs include painting the office cupboard and removing the Christmas tree.

- 5 To receive an update from Bramhope in Bloom

There was no update. An update from Bramhope in Bloom will be removed as a standing item.

- 6 To receive a quote for the works identified on the bi-annual inspection condition report on trees on Parish Council owned land and decide further action

A discussion took place regarding the costs for works at the recreation ground, estimated to be £1290 + VAT. A quote for the price of the works at Jubilee Copse is outstanding.

It was agreed that a budget of £2500 be allocated for the works in total so that the Clerk can instruct the contractor in a timely manner, in order to avoid bird nesting season.

- 7 To receive details of a replacement noticeboard at Hilton Grange and decide further action

The Clerk has contacted the Chair of the Management Committee at Hilton Grange, who has agreed that a replacement board can be purchased and installed by the Parish Council.

It was agreed that a noticeboard, made of recycled plastic, with a header, be purchased from Greenbarnes at a cost of £1129.30 + VAT.

The noticeboard can be installed by the village caretaker.

- 8 To discuss a date for a Spring community litter pick and decide further action

A discussion took place regarding a date for a Community Litter Pick. It was agreed that the litter pick take place on Saturday 28th March at 10am, meeting at the parade.

The Clerk will borrow some additional litter pickers from Leeds City Council.

The date of the litter pick means it is unlikely to be included in the Spring newsletter but promotion can be done in the usual ways with signs around the village and notices on noticeboards, the website and Facebook.

- 9 To receive Parish Council Properties exception reports.

None identified

- 10 Any items for discussion at a future meeting

The planting of the flower bed on left at the puritan chapel to be discussed at the next meeting.

- 11 Date of next meeting.

The date of the next meeting will be 3rd March 2026

The meeting closed at 18:37
Minutes by Nicola Woodward
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