





Bramhope
& Carlton
Parish Council

Welcome to the Annual Parish Meeting
20th May 2026

Bramhope & Carlton Parish Council

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Welcome

Cllr Hilary Harris
Chair - BCPC

Approval of the Minutes of Annual Parish Meeting
14th May 2025



Bramhope
& Carlton
Parish Council

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Annual Parish Meeting Agenda

- Review of Parish Council finances – Cllr Martin Fogel
- Results of the Bramhope Bus survey undertaken in April and next steps to lobby for an improved service – Cllr Ian Robinson
- The Community Emergency Plan and how you can be involved introduced by Cllr John Howard with guest speakers, Lisa Cunningham, Emergency Planning Officer, Leeds City Council Resilience and Emergencies Team and Adie Fickling, Community Resilience Officer from West Yorkshire Resilience Forum
- Honorary Citizen Award – presentation of the award to the 2026 Bramhope & Carlton Parish Honorary Citizen by Cllr Hilary Harris (Chair)
- Close – Cllr Hilary Harris (Chair)

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Financial Review

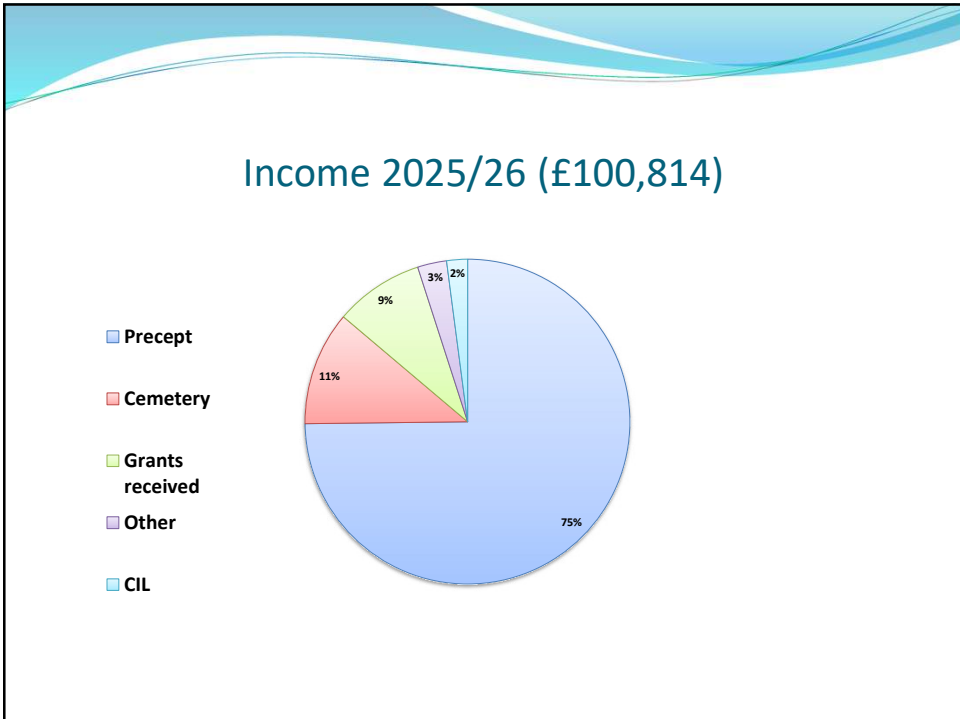
**Cllr Martin Fogel, Chairman
Finance & Administration Committee**

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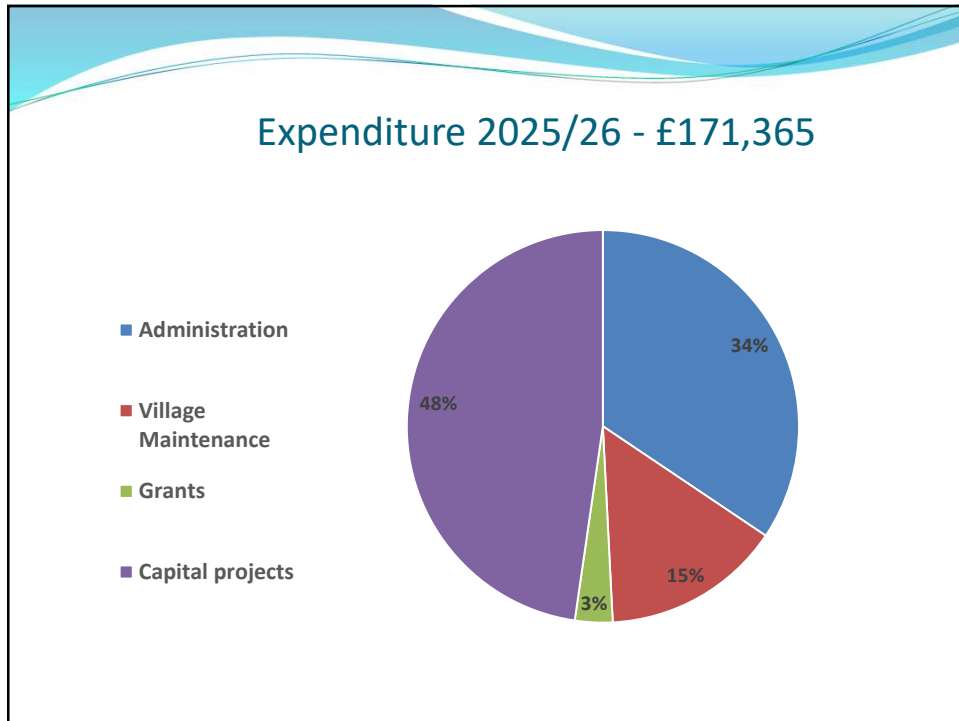
Finance Overview - 2025 -2026

- Income - £ **100,814.11**
- Expenditure - £ **171,364.08**
- Reserves - £78,518

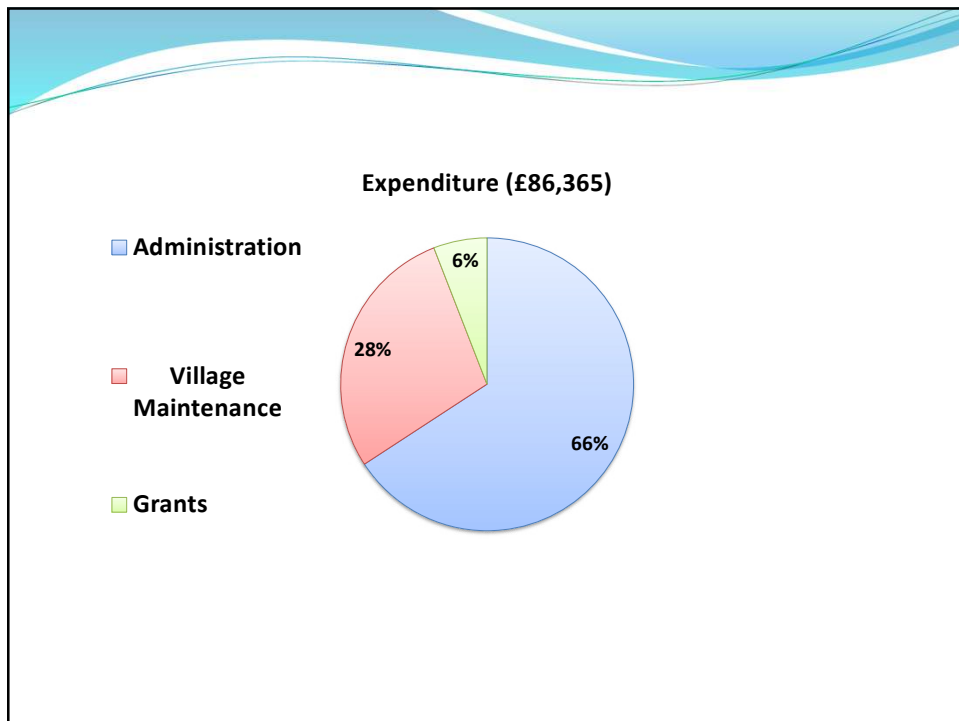
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3 Year Plan

Income & Expenditure

	Projected Income	Projected Expenditure	Surplus/ Defecit	Earmarked Reserves (Playground)	Balance of reserves
2026/27	£99,844	£104,225	£4,381	£10,000	67,519
2027/28	£108,307	£98,782	£9,525	£10,000	£67,044
2028/29	£115,271	£100,728	£14,543	£10,000	£71,587

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Increase in Precept 2026/29

- What does this mean per household?
- Precept is 1.6% of the total paid in council tax to Leeds CC by householders

Table showing increase, per annum, by individual band for proposed precepts for period 2025/26 to 2028/29

Budget Year	Proposed Precept	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
2025/26	74500	22.20	25.90	29.60	33.29	40.69	48.09	55.49	66.59
2026/27	84000	25.24	29.45	33.65	37.86	46.27	54.68	63.10	75.72
2027/28	94000	28.24	32.95	37.66	42.37	51.78	61.19	70.61	84.73
2028/29	101000	30.35	35.40	40.46	45.52	55.64	65.75	75.87	91.04
Overall increase from 2025/26 (Yr1) to 2028/29 (Yr 4)		10.02	11.69	13.36	15.03	18.37	21.71	25.05	30.06

The average precept based on Band D for 2026/27 is currently £99.79 per annum (an increase of 8.3% on last year, throughout England).

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Bramhope Bus Survey

and next steps to lobby for an improved service

Cllr Ian Robinson

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Bramhope bus survey

- 63 responses, all Bramhope residents of which 3 disabled
- 30% indicated that, excluding taxis. They had no other form of transport available to them
- 95% indicated that bus transport was important or very important to them (60 from the 63)
- Almost half used a pass of one sort or another

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Bramhope bus survey

Age Groups were very mixed

Under 16	1
16-25	4
26-34	4
35-44	8
45-54	5
55-64	12
65-69	6
70-79	16
80+ 6	6
Prefer not to say	1

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Bramhope bus survey

The purpose of catching the bus was fairly evenly split :

- Vocation (work or education) 36%
- Social (friends & family) 45%
- Well-being (hospital or shopping) 50%

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Bramhope bus survey

- 90% of responses said they used the X84 to & from Leeds
- Over 80% indicated they were unhappy with the X84 service
- 80% also stated they would make greater use of a more frequent service and 90% said they would make greater use of a more reliable service.

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Bramhope bus survey

- Circulate results
- Collate with neighbouring councils (e.g. Otley)
- Set out 'demands'
- Agree next steps
- Need to influence decision making by:
 - WYCA (West Yorkshire Combined Authority)
 - Weaver (WY's new, integrated transport network)

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Community Emergency Plan

introduced by Cllr John Howard

Lisa Cunningham (Leeds City Council
Resilience & Emergency Team)

Adie Fickling (West Yorkshire Police/Local
Resilience Forum/ WestYorkshireprepared)

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Project Progress to date

- Working group established; initial meetings held.
- Scope agreed
- Liaison opened with LCC Resilience & Emergencies
- Community Emergency Plan template reviewed
- Initial risk register drafted
- Local organisations and resources mapping started
- Communications and community resilience approach set
- Action plan agreed; next working group meeting scheduled

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CIVIL CONTINGENCIES



ACT 2004



Community Resilience



'Community Resilience' is defined as communities and individuals harnessing local resources and expertise to help themselves in an emergency, in a way that complements the response of the emergency services

Why do we need a Community Resilience Plan?

Emergencies happen. Local emergency responders will always have to prioritise those in greatest need during an emergency, especially where life is in danger.

During these times, communities need to know how to help themselves. By becoming more resilient a community can complement the work of local responders and reduce the impact of an emergency on the community.

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What is a Community Response Plan?

The purpose of a Community Response Plan (CRP) is to have something in place, which will enable your community to respond to major incidents or emergencies that may have an impact on the normal lives of individuals within your community. A CRP provides a framework document to:

- **Identify potential threats and hazards** within your community and the likelihood of such an incident occurring.
- **Identify a place of safety** should evacuation be required.
- **Identify the most vulnerable individuals** within your community who may need additional assistance in an emergency.
- **Outline any resources and capabilities** you may already have within your community.
- **Establish a good network of contacts** within your community so information can be passed quickly – either in person, by phone or via social media.
- **Provide a direct line of communication** between community members and the local authority during an emergency.

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Why do we need a Community Response Plan?

Emergencies happen every day in the UK and across the world. They can be caused by severe weather or other natural hazards, by deliberate actions, accidents or infrastructure failure.

These events may be over in a few hours or can sometimes continue for days, months, or even longer. They can happen suddenly and without warning. Even with advance notice, they may still cause disruption to the daily lives of you and your community.

In an emergency, the blue light services, local authorities and other partners will be working together to support your community and provide help as quickly as possible. However, if the emergency is widespread - such as flooding, heavy snow, or a power outage – priority will be given to the most vulnerable, so there may be a delay in support reaching your community.

Resilient communities can respond and recover more quickly from emergencies or major incidents limiting disruption to individuals.

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Why do we need a Community Response Plan? (cont)

Having a CRP in place in your community could help keep everyone safe and informed during an emergency or major incident. It will mean you are better prepared and able to respond and recover from these incidents more quickly.

Think about what you would need to do if there was an incident that required parts, or all, of your community to be evacuated due to an emergency. (E.g. flooding, large fire, power outage or unexploded device).

- Where would you go if you were required to evacuate your property ?
- What facilities would be available? (Toilets, cooking facilities, somewhere warm and dry)?
- What would you do about food and drink ?
- What would you do with your pets if required to evacuate ?
- How would you know when it was safe to return ?

By being prepared and creating a Community Response Plan, your community will be able to support each other while help makes its way to you.

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How can a CRP help your community ?

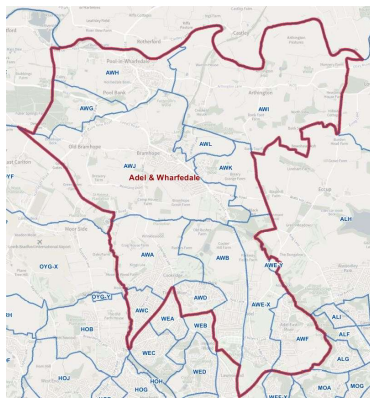
A CRP will help you:

- **Identify a place of safety** within your community should there be a need to evacuate individuals during an emergency.
- **Quickly access contact details** of individuals and groups in your community to enable you to warn community members of any incidents and share accurate information and advice, avoiding misinformation which could cause tensions and fear.
- **Help you identify any vulnerable individuals** or areas of vulnerability within your community that may require additional assistance in an emergency.
- **Bring together voluntary groups, businesses, other organisations, and individuals** with specialist skills within your community when needed.

Having a CRP will also enable your community to be prepared for future incidents so you can respond and recover quicker from emergencies. It will help build a greater sense of community cohesion and independence knowing you're more resilient and less reliant on assistance from the local authority, emergency responders and other services.

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Step 1 – Knowing your community



What already exists within our community?

- Existing Community Network
- Parish Council
- Neighbourhood Watch
- Resident Associations
- Scout Groups

Who are the most vulnerable within our community?

What skills, resources and equipment does our community already have?

- Volunteers
- Tools
- Supplies
- Transport

Where are our key locations?

What are the risks in our community?

Emergency contact list

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Step 1 – Knowing your community



What exists in our community?

LCC/Community Resources:

Bramhope Village Hall
Carlton Village Hall

Places Of Worship:

St Giles Bramhope
Bramhope Methodist Church
Bramhope Puritan Chapel

Leeds & Bradford Airport



Bramhope Neighbourhood Watch

Parish Councils:

Pool in Wharfedale
Arthington
Horsforth
Otley Town Council
Rawdon Parish Council
Adel Parish Council
Guiseley Town Council

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Step 1 – Knowing your community



Who is most vulnerable?

Key vulnerable groups within Bramhope and Carlton are likely to include older residents, people living alone, those with disabilities or long-term health conditions, rural and isolated households, residents without transport, digitally excluded individuals and families with young children.

These groups may be more affected during severe weather, flooding, power outages or major disruptions due to isolation, reduced mobility, communication difficulties or reliance on utilities and support services.

Community resilience can be strengthened through volunteer welfare checks, local telephone and WhatsApp alert networks, warm spaces, flood and snow wardens, transport support, mapping of vulnerable locations and the development of a parish skills and community assets register including local volunteers, medical professionals, farmers and 4x4 owners as apart of your community resilience plans,

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Step 1 – Knowing your community



Where are our skills?

Do You have

- First aiders
- Doctors, nurses, paramedics
- Pharmacists
- Mental health support workers
- Firefighters (serving or retired)
- Police officers / PCSOs / retired officers
- Military veterans & reservists
- Emergency planning or business continuity professionals
- Safeguarding professionals
- Search and rescue experience
- Incident management experience
- Welfare and rest centre experience
- Radio operators / amateur radio users
- Security staff

Useful in snow, flooding or utility outages.

- 4x4 owners
- Minibus drivers
- Taxi drivers
- Delivery drivers
- People with trailers
- People able to transport prescriptions or vulnerable residents

Very useful during infrastructure disruption

- Electricians
- Plumbers
- Gas engineers
- Builders
- Joiners
- Roofers
- Drainage specialists
- Tree surgeons
- Groundworkers
- Mechanics
- Farmers/agricultural workers

These people often have:

- tools
- vans
- fuel storage
- towing capability
- chainsaws
- Pumps
- lighting
- portable heating

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Step 1 – Knowing your community



What are our key locations?

Flood Warning Areas:
River Wharfe Pool Bridge,
Arthington,
Beary Marsh & Golden Acre Valley.

Gully 'Hot Spots':
[Breary lane](#)
[Old Lane Moor Road](#)
[Church Hill](#)
[Carlton](#)



QR Code – Sign up for warnings with EA

Community Defibrillators:
St Giles Church, Bramhope
Bramhope Methodist Church
Robert Craven Memorial Hall
Headingley & Bramhope Cricket Club
Bramhope Primary School
Yorkshire Corner Newsagent
West Park Leeds RUFC – Grounds

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Step 2 – What to do in an emergency



Emergency Response Planning



Activation of your plan

Contact information for volunteers and key personnel

Community Emergency Group meeting

It may be appropriate for your identified key personnel to come together in a meeting to discuss what is known, what steps have been taken, and where you need support

Evacuation

Door knocking
Delivery of emergency messages
Setting up a rest centre / community hub



Communications

Working with LCC
Local radio station – Radio Leeds

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How can we create a CRP?

- To create your own CRP, visit the West Yorkshire Prepared website (www.westyorkshireprepared.org.uk) and click on the 'Community Response Plan' link on the homepage.
- You will then be directed to input your name and contact email into a Microsoft Form. This will be forwarded to West Yorkshire Prepared where we will record your expression of interest.
- You will then be sent a simple CRP template to complete. Once completed, you will need to return the template to West Yorkshire Prepared at wyrf@westyorkshire.police.uk where we will retain a copy.
- If you need any guidance when completing the form, you can contact our Community Resilience Officer for help and advice at wyrf@westyorkshire.police.uk. Please ensure you leave contact details so they can get in touch.

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**Linking in with LCC:
Resilience & Emergencies Team**

- The LCC RET team are always on-call
- We support the Emergency Services in responses
- We can support established Community Resilience Plans (open communication links, support of staff at rest centres etc)



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**Bramhope & Carlton Parish Council
Honorary Citizen Award 2025**

Presented by Cllr Hilary Harris

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Bramhope & Carlton Parish Council

Thank you for coming



Bramhope & Carlton Parish Council