

## BRAMHOPE & CARLTON PARISH COUNCIL

**Minutes of the Annual Parish Meeting held on Wednesday 20th May 2026, Bramhope Village Hall, Old Lane, Bramhope, Leeds, LS16 9AZ**  
at 7.30pm

**Attendance:** Cllr Hilary Harris (Chair), Cllr John Howard, Cllr Martin Fogel, Cllr Ian Robinson, Cllr Campbell Cowan, Cllr Marion Rider, Cllr Anne-Marie Pickstock, Cllr Jane Orton, Cllr Diane Fox

Apologies: Cllr Alan Anslow, Cllr David Bryant, Cllr Amanda Lawrence, Cllr Billy Flynn

1. Introductions – Cllr Hilary Harris (Chair)
2. Approval of the minutes of the Annual Parish Meeting held 14<sup>th</sup> May 2025 – Cllr Hilary Harris (Chair)

The minutes of the meeting held on 14<sup>th</sup> May 2025 were proposed by Cllr Fogel, Seconded by Cllr Robinson and agreed by all.

3. Parish Council Financial Review – Cllr Martin Fogel

Cllr Fogel outlined the Parish Council financial position at the end of the financial year 2025/26 and highlighted the project/capital spend activities for 2025/26 which included the resurfacing of the recreation ground car park, repairs to the village car park, two replacement benches at the recreation ground, a replacement noticeboard for Hilton Grange, refurbishment of the Parish Office, a new Welcome to Carlton stone.

There are no major capital expenditure projects currently planned for 2026/27. Cllr Fogel shared the Parish Council's 3 year financial plan, which includes allocating £10,000 per annum towards the cost of refurbishing the playground which is anticipated to be required around 2032.

Cllr Fogel shared details of the proposed value of the precept for the next 3 years and the cost implications to residents. For a Band D property the increase each year will be around £4.50.

4. Results of the bus user survey undertaken in April and next steps to lobby for an improved service – Cllr Ian Robinson

Cllr Ian Robinson shared the results of the Bramhope bus user survey undertaken in April 2026. The results of the survey will be used to support lobbying efforts by the Parish Council and other local Parish and Town Councils to seek an improved bus service for the A660 corridor. The results of the survey support the theory that there is clearly a demand for an improved service on the route, in particular the X84 service.

5. 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)

Cllr Howard shared with the meeting the progress that Community Emergency Plan Working Group have made so far in developing a Community Emergency Plan for the Parish. The group is made up of Parish Councillors and five volunteer residents and is

still in the early stages of developing a plan. Any other residents who would like to get involved would be very welcome.

Cllr Howard introduced the two guest speakers, Lisa Cunningham and Aide Fickling.

Lisa and Aide shared information about Community Resilience Planning (CRP).

It was emphasised that individuals play an important role in Community Resilience as in a major incident, emergency services will always prioritise those at greatest immediate risk, so communities need a practical way to support themselves and one another in the meantime.

A CRP should strengthen self-help, coordination, preparedness, and recovery at the local level.

A more resilient community would be able to respond faster, recover sooner, and provide better support to vulnerable residents during periods of disruption.

Key locations such as the Village Hall, churches, the school, rugby club were amongst the key locations identified as potentially having a role to play as part of the CRP.

The final plan must include a clear view of the main risks affecting the community and link those risks to available resources and response arrangements.

Lisa and Aide will be on hand to assist the Working Group with the development of the plan for Bramhope & Carlton.

Individual households can be prepared themselves by having an emergency grab bag with essential items such as phone chargers, pet food, etc.

More information on the plan and what individuals can do will be shared on the Parish Council website as and when documents have been developed.

6. Honorary Citizen Award – presentation of the award to the 2026 Bramhope & Carlton Parish Honorary Citizen by Cllr Hilary Harris (Chair)

Cllr Harris awarded Bryan Bunday the Honorary Citizen Award for 2026 for his service to Bramhope, including to the Bramhope Trust, St Giles Church, the Parish Council.

Bryan thanked the residents for his nomination and the Parish Council for endorsing it. He also thanked the Parish Council for all the work that they do for the village.

7. Close – Cllr Hilary Harris (Chair)

Prior to closing the meeting Cllr Hilary Harris presented the Clerk with a gift and card to mark her 10 years in post. The Clerk thanked the Councillors for the gift and for their support over the past 10 years.

The meeting closed at 8.30pm  
Minutes by Nicola Woodward  
Published 25/052026

Signed \_\_\_\_\_

Dated \_\_\_\_\_