

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the meeting of the Full Parish Council to be held at 7:00pm on Wednesday 17th June 2026 at Bramhope Village Hall, Old Lane, Bramhope, Leeds, LS16 9AZ

Attendees: Cllr Hilary Harris (Chair), Cllr Alan Anslow (Vice-Chair), Cllr David Bryant, Cllr Campbell Cowan, Cllr Martin Fogel, Cllr Diane Fox, Cllr John Howard, Cllr Jane Orton, Cllr Ian Robinson, Cllr Anne-Marie Pickstock, Cllr Billy Flynn

98/26

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 Lawrence and Cllr Rider.

99/26

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

There were no interests declared.

100/26

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

There were no members of the public present.

101/26

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

PCSO Jenson Grimshaw attended the meeting. In the last 30 days there has been one burglary, one business burglary and one theft from shops.

PCSO Grimshaw will be circulating some Farm Watch posters as thefts from farms has increased.

Since the last meeting where issues in East Chevin Car Park were raised the team have been undertaking regular patrols of the area.

It was noted that there was a post on Facebook regarding an attempted burglary, with a suggestion that the burglars were armed. The police had no record of this and encourage residents to report all crimes, including attempted crimes them.

102/26

5. **To agree the minutes of the Annual Parish Meeting held on 27th May 2026** The minutes of the Annual Parish Meeting held on 27th May 2026 were PROPOSED by Cllr Bryant, SECONDED by Cllr Robinson and AGREED by ALL.

103/26

6. **Correspondence**

6.1 To receive correspondence from Leeds City Council regarding funding for the 2026 Breeze event and decide further action

A request for funding to support the Bramhope Breeze event in Summer 2026 was discussed. Cllr Flynn indicated funding had now been agreed by LCC. It was agreed that the Breeze team should be notified that if funding were required for a future year, then advance notice would be required so it can be included when budgeting.

6.2 Correspondence from LCC regarding a future agenda item for the Town and Parish Council Forum

A request has been received from LCC to ask whether Councillors would like an agenda item on a future Town and Parish Council Forum regarding receiving a briefing by West Yorkshire Vision Zero – the regions road safety partnership, regarding a number of ways to address road safety concerns.

Cllr Flynn is happy to be the rep for the Parish Council if no-one else is able to attend. Cllr Orton will attend on 25th June 2026.

104/26

7. To receive information on ongoing issues and Clerks Report

7.1 To receive an update from the British Horse Society on progress with safety and access campaign

The update from the British Horse Society was noted.

7.2 Clerks report

There was no report.

105/26

8. Chairmans Report

There was no report.

106/26

9. Carlton Village Report

There was no report.

107/26

10. Village Maintenance Committee Report

10.1 To agree the minutes of the meeting held on 2nd June 2026

The minutes of the meeting held on 2nd June 2026 were PROPOSED by Cllr Anslow, SECONDED by Cllr Orton and AGREED by ALL.

108/26

11. Planning and Enforcement Committee Report

11.1 To agree the minutes of the meeting held on 27th May 2026

The minutes of the meeting held on 27th May 2026 were PROPOSED by Cllr Fox, SECONDED by Cllr Robinson and AGREED by ALL.

109/26

12. Communications Committee Report

Cllr Howard reported that the call for copy will be sent out at end of June, with the deadline for articles being mid- July, Delivery is anticipated to be during the first week in August. A number of

articles have already been received. Councillors to send in any ideas for other articles to Cllr Howard. Suggestions for an image for the front cover were discussed.

110/26

13. Community Emergency Plan Working Group

13.1 To receive an update from the Community Emergency Plan Working Group, including the minutes of the meeting held on 2nd June 2026 and decide further action

The CEP working group met on 2nd June 2026. Progress is being made. A questionnaire has been circulated to local organisations to ask if they would like to be involved in the plan and the skills/facilities that they can offer.

The group are planning to produce a flyer for residents to go in the newsletter. It may be ready for inclusion with the summer newsletter. Content will include advocating having a grab bag, and core messages such as making sure residents register with national PowerGrid if they are over 60 and vulnerable.

Cllr Howard has some further questions for LCC and will contact them direct.

Cllr Howard is also raising the issue of Community Emergency Planning, and how it links in with the airport, at the next ACC.

There will be a request in the newsletter to ask for local WhatsApp groups to get in touch with their details so the groups can be used to cascade information out to residents in an emergency situation.

The date of the next meeting is 28th July at 7.00pm.

111/26

14. Finance & Administration Committee

14.1 To approve the payments schedule for June 2026

The payments schedule for June was PROPOSED by Cllr Fogel, SECONDED by Cllr Robinson and AGREED by ALL.

14.2 To approve the bank reconciliation for May 2026

The bank reconciliation for May 2026 was PROPOSED by Cllr Robinson, SECONDED by Cllr Anslow and AGREED by ALL.

112/26

15.

15.1 Bramhope Village Hall update

There was no report from the Hall, all is running well. Cllr Howard noted that there will be a new website dedicated to Bramhope Show and that fundraising through advertising in the show programme was going well.

15.2 Festival and Events

15.2.1 To discuss Remembrance Sunday 2026 and decide further action

The Clerk has spoken to the two churches and British Legion who have all agreed that they are happy to continue with the format of a 9.30am family service at St Giles, followed by the parade from the Village Hall to the Memorial Garden, with the civic service at The Methodist Church.

The Clerk will submit the relevant road closure forms. The date of Remembrance Sunday is 8th November.

15.2.2 Heritage Open Day

Cllr Fox has registered the Puritan Chapel for the Heritage Open Days 20th September 2026 1.30pm to 4.30pm. The Methodist Church has also registered, and it is anticipated that St Giles will also register.

15.3 Leeds City Council update

LCC planning have provided an update of flooding issues on the Spring Wood Park site and also an update on landscaping.

Cllr Flynn is completing the street surgeries in Bramhope. A question was raised about how the appearance of the new development can be softened on the approach into Bramhope. It was noted that the hedge behind the boundary wall is now growing and can be seen above the wall which will help to soften the appearance.

Residents of Eastgate Close have submitted a request to LCC to adopt Eastgate Close.

Cllr Flynn has received a complaint about a dilapidated house on St Giles Garth which has been empty for a number of years. Cllr Flynn is investigating if anything can be done about it.

15.4 Airport Consultative Committee

The date of the next meeting is 25th June 2026. Cllr Howard will attend. Cllr Harris raised queuing at the airport. There seems to be some confusion about the organisation of the queuing system at the airport. Cllr Howard will raise this at the ACC meeting.

113/26

16. To confirm the date of the next Full Council meeting.

The date of the next meeting of Full Council will be Wednesday 22nd July 2026 at 7.00pm.

Motion to Exclude the Press and Public Exclusion of the Press and Public Under the Public Bodies (Admission to Meetings) Act 1960 as extended by s. 100 of the Local Government Act 1972), the public and accredited representative of newspapers be excluding from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

114/26

17. To discuss the garden plot at Rose Cottage and decide further action

A discussion took place regarding the garden plot, which is a former well site, owned by the Parish Council at Rose Cottage and the sale of land.

It was PROPOSED by Cllr Fogel, SECONDED by Cllr Robinson and AGREED by ALL that in principle the Parish Council agrees to sell the garden plot adjacent to Rose Cottage. This will be subject to the Clerk researching the requirements that need to be met by the Parish Council in order to do this.

A request from the owner of Rose Cottage to install fencing part way down the garden plot to make their garden more secure, was agreed by ALL.

The meeting closed at 19.54pm

Minutes by Nicola Woodward

Published 18th June 2026

Signed _____

Dated _____