

BRAMHOPE & CARLTON PARISH COUNCIL

Minutes of the meeting of the Village Maintenance Committee, held at 6.00pm on Tuesday 8th September 2026 at Bramhope Village Hall, Old Lane, Bramhope, LS16 9AZ

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

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 Cowan and Cllr Anslow
2. To disclose or draw attention to any disclosable pecuniary interests
There were no interests declared.
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
The Moor Road SID had now been repaired and re-instated.
 - 3.2 The Clerks report
No additional report.
- 4 To receive a report on additional work completed since 2nd June 2026.
Additional jobs completed since 2nd June include weeding at the cemetery,
- 5 To discuss third party signage on Parish Council owned land and decide further action.

A resident complained about For Sale signs installed by estate agents on Jubilee Copse. The Clerk has spoken to the agent and the sign has now been removed.

- 6 To receive the Annual Property Inspection report and decide further action

The list of issues identified were discussed. There are a number of items which are non-urgent but it would be beneficial to get them done before the winter.

It was AGREED by ALL that in the absence of the Village Caretaker, that the Clerk will contact local contractors to undertake any small jobs that are required. Chevin Landscapes have confirmed that they have spare capacity and are happy to undertake small ad-hoc jobs on an hourly rate, which will cover the cost of travel time, fuel, equipment and any consumables associated with the job, with the Clerk meeting their operative to discuss what is needed at the time the job will take place. Any costs will be charged to the maintenance budget.

- 7 To receive a quote for tree work at the cemetery and Jubilee Copse and decide further action
Jubilee Copse - There are 3 dead trees on Jubilee Copse which require removal and some additional work to crown lift overhanging branches along the paths.
It was AGREED by ALL that a quote for £1,690 + VAT, from Treeworld to fell the 3 trees and undertake the cutting back be accepted.

The Clerk has submitted a planning application to Leeds City Council for the works as the copse is in the Conservation Area.

Cemetery – There is a large sycamore which is in serious decline. The suggestion is to pollard the tree to a height of three metres. This work will require a platform as the tree is potentially too dangerous to climb.

A second tree, also dead, a self seeded lime with multiple stems and the lower branch of an oak tree also need to be removed. A quote is outstanding for this work.

In addition, the laurels at the cemetery require extensive cutting back and reduction in height. The Clerk will seek a separate quote for this work.

A discussion took place regarding the requirement for a re-inspection of the ash trees to monitor the progress of ash die back. The Clerk will contact Treescapes for a quote to inspect before the leaves start falling. Approval to be sought at the next meeting of Full Council as the work needs completing prior to the next meeting of VMC.

- 8 To discuss the recycling bins in the village car park and decide further action

It was agreed that this discussion be postponed to a future meeting.

- 9 To receive Parish Council Properties exception reports.

No additional items identified.

- 10 Any items for discussion at a future meeting

Recycling bins in the village car park.

- 11 Date of next meeting.

The date of the next meeting will be Tuesday 20th October 2026 at 6.00pm.

The meeting closed at 18.35pm

Minutes by Nicola Woodward

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