

MINUTES OF MEETING HELD ON 5th June 2018

Present

Councillor K. Bailey	Councillor S. Jones
Councillor P. Brown	Councillor S. Kimberley
Councillor K. Cook	Councillor C. Nixon
Councillor G. Haigh	Councillor L. Rawson
Councillor C. Johnson	Councillor C. Taylor

Councillor A Hutchison (MBI)

29.0 Apologies for Absence

29.1 Apologies were received from Councillors Gettings, Knight and Mulvany.

29.2 Councillor Brown arrived during Item 42 and apologised for her late attendance.

Attendance of Residents

Mr Steve Morley had concerns that there was drug dealing taking place outside Gildersome Co-op. The Police, present at the meeting, stated that they would take details from Mr Morley, follow it up and report back to the Parish Council.

Mrs Janice Brimson, a governor at Birchfield Primary School, reported on the large number of burglaries at the school in recent months. This despite the installation of alarms and CCTV. The Police stated that they were aware of the situation and would arrange for a crime prevention officer to visit the school. Councillor Hutchison requested that he be updated on this issue.

A number of teenage residents attended the meeting at the request of the Enforcement Officer. They wished to stress that they did not want their behaviour to seem intimidating when they gathered together in the play area. They complained that there was nowhere else to go, and nothing to do in Gildersome. Councillors explained that negotiations had been ongoing with LCC for over a year in an effort to have the Meeting Hall refurbished. This would then provide a multi-functional centre for the whole community, including a youth club. It was also stated that Gildersome Action Group and the Parish Council were seeking funding for a Multi-Use Games Area. The Enforcement Officer and Councillors thanked the teenagers for speaking at the meeting, and requested that they email their concerns to the Parish Council.

The Enforcement Officer introduced herself, and asked Councillors to contact her via the Clerk if any parking, littering or dog fouling issues arose.

30.0 Anti-Social Behaviour/Policing Issues/Speeding Issues

30.1 PC Daniel Wilson attended the meeting and introduced PC Chad Stevens and PCSO Katy Chaplin. PC Wilson reported that there had been an increase in residential burglaries, with a total of 7 taking place in the last month. The only commercial burglary was at Birchfield School, where there had been 4 break-ins since January. One suspect from a previous burglary at the school was in prison. There had been no thefts of, or from vehicles. Following a report of children kicking a door at the Meeting Hall, the parents had been spoken to by attending officers. PC Dennis advised that the Police were aware of speeding in the local area, and off-road bikes. He also stated that they were receiving a number of calls regarding loose horses.

30.2 Councillor Cook enquired if the Police had received any calls complaining about allotment holders parking on Gelderd Road. **PC Dennis to check on all calls.**

30.3 Councillor Cook confirmed that 2 ice cream vans had permission to park in designated areas, and that LCC had issued no other trader licenses for that day, and requested that the police move any other traders on.

31.0 Chair's Remarks

31.1 Councillor Jones advised that Councillor Nixon was resuming administration of the Parish Council website.

31.2 Councillor Jones offered congratulations to Councillor Hutchison on his successful election as a Leeds City Councillor.

32.0 Minutes of AGM, Meeting held on 8th May 2018 and Annual Parish Meeting

32.1 The Minutes of all three meeting were agreed as a true and accurate record.

32.2 Matters Arising.

Item 22.1 Councillor Nixon confirmed that she had placed an order for 1 Library, with delivery expected in 3 months. The location of this 1st Library would be decided later, and she would now order a 2nd Little Library.

Item 23.1 Councillor Jones advised that the grant of £500 had been paid this month to the Morley Arts Festival.

33.0 Correspondence

33.1 The Clerk listed the correspondence for May.

33.2 Correspondence from Robert Finnigan and Sue Bunn to Sarn Warbis regarding the refurbishment of the Meeting Hall, and the overdue meeting.

33.3 A request from Mr Mark Kavanagh for financial support to complete maintenance work on an unmade track at the side of Gildersome playing field. The Parish Council felt that they could not justify such funding.

33.4 A copy of a letter of complaint sent to Network Gas by Ray Brown, Deanhurst Gardens.

33.5 Various amounts of correspondence relating to the delay in the yellow lining at Finkle Lane. The latest update indicated completion within 6 weeks.

33.6 Further information from the office of Andrea Jenkyns MP regarding Dean Wood.

33.7 A request from Mr Steve Kirk to have a memorial bench placed on the Green. This was agreed upon

33.8 Information and a flyer for 'Fly the Red Ensign Day', 3rd September 2018.

33.9 A thank you note from Sophie R. for our grant towards the Scout's Jamboree fundraising.

34.0 Annual Review : Financial Regulations/Financial Risk Assessment/Non-Financial Risk Assessment/Code of Conduct/Standing Orders

34.1 Councillor Jones listed the amendments for each document. These were agreed upon.

35.0 GDPR/Safe Guarding Policy

35.1 The Data Protection Audit, Data Protection Policy and Safe Guarding Policy were distributed to all members of the Council.

35.2 Councillor Jones stated that Parish Councils do not need to appoint a Data Protection Officer, and that the ICO (Information Commissioner's Office) just wished to see that Councils were starting to proceed with the implementation of the Act. Part of this was the preparation of an Audit, consulting with residents, and the safe storage of data, both paper copy and electronically. For paper copies it would be necessary to purchase a locked cabinet.

35.3 Councillor Jones proposed that the Clerk be paid for additional hours worked in preparation to implement the Data Protection Act. This was agreed upon.

35.4 The Data Protection Policy and Safe Guarding Act were proposed and adopted.

35.5 Councillor Jones stated that both documents would be put on the website, in accordance with the Transparency Code for Smaller Authorities.

36.0 Christmas Lights/Decorations for Street Lane Shops

36.1 The Clerk advised that she was still awaiting quotes for the two lighting projects. Councillor Hutchison stated that now the elections were over he would look at providing a quote for putting lights in selected trees on the Green.

37.0 Safety Fencing for the Playground/Upkeep of Playground

37.1 The Clerk confirmed the installation of the new safety fencing, but stated that there had been no further developments regarding the jet washing, replacement safety matting or installation of the new seats. Councillor Hutchison requested that details of the outstanding matters be emailed to him.

38.0 Planter Sub-Group

39.1 Councillor Haigh confirmed that all the summer planting of tubs, troughs and planters had been completed, and that he had compiled a list for watering.

39.0 Speed Awareness Sub-Group

39.1 Councillor Bailey reported on a meeting with Craig Williams regarding the 20 mph zone proposed for Gildersome. He personally considered it to be a waste of public money, but it was part of national initiative which LCC had signed up for. Councillor Johnson stated that it was now open to public consultation.

40.0 Action Plan

40.1 Past and Future Events

Councillor Cook reported that there were 80+ scarecrow entries. She had prepared a rota for the BBQ, and all Councillors were aware of their own jobs. Preparation would take place on Saturday 23rd June at 2.00pm. Councillors agreed that it would have been better if the container had been removed from the carpark. Councillor Hutchison to be emailed regarding this matter.

40.2 Footpaths

In Councillor Knight's absence the Clerk stated that both Footpath 43 and 44 had now been re-opened. There may also be chance of additional footpath funding if David Cowburn is able to manage the extra work.

40.3 Landscape Project

Councillor Cook reported that Stephen Heywood had planted some more grasses and plants at Branch End.

41.0 Planning

41.1 Councillor Cook listed all applications and decisions for May.

41.2 Councillor Cook stated that an application had been submitted to build 46 houses on an area of land down Asquith Avenue. This was previously part of the industrial development site, but Marshalls had sold it to Chartford Homes. She advised that this application would require 'change of use' permission.

42.0 Finance

42.1 The Clerk advised that the balance on the Parish Council's **Current Account** currently stands at: **£37,736.13**

42.2 Cheques sent out this month are as follows :

Gloaming Tree Surgery/Forest Bank	480.00
Brosnans/Payroll	36.00
Gtflowers/Plants	623.89
ICO/Data Protection Registration	35.00
P May/May Salary	234.56
Gtflowers/Plants	<u>346.67</u>

42.3 Payments made via Bankline

HMRC	58.60
Morley Arts Festival/Grant	500.00
Bankline Fee	<u>0.40</u>
TOTAL	2315.12

42.4	Payments Received	
	Cheque 950 ICO/ Returned	35.00
	LCC/Footpath Grant	675.00
	LCC/CIL Payment	<u>2197.93</u>
	TOTAL	2907.93

42.5 The balance on the Parish Council's **Reserve Account** currently stands at: **£9343.54**

43.0 Applications for Grants

43.1 Discussion took place regarding a grant application from 2nd Gildersome Rainbows. Following a vote of 4-4 it was agreed upon by the casting vote of the Chair. A sum of £228.50 was awarded.

44.0 Date of Next Meeting

44.1 The next meeting to be held on Tuesday 3rd July 2018 at 7.00pm in the Meeting Hall.

