

# MINUTES OF MEETING HELD ON 7<sup>th</sup> May 2019

## Present

Councillor P. Brown	Councillor S. Jones
Councillor K. Bailey	Councillor S. Kimberley
Councillor K. Cook	Councillor E. Knight
Councillor L. Gettings	Councillor R. Mulvany
Councillor G. Haigh	Councillor C. Nixon
Councillor C. Johnson	Councillor L. Rawson

Councillor R. Finnigan MBI

## 10.0 Apologies for Absence

10.1 Apologies were received from Councillor Taylor.

## Attendance of a Resident

Mr Ken Kitney had a query regarding an area he referred to as the 'Suffield Reserve', comprising the fields behind the Moorland and the Suffield Estates. Mr Kitney was concerned that the natural eco-system had been changed by LCC cutting the grass throughout the year. In the past the field had been managed for hay in the summer, and left long in winter. Thus, providing a more diverse insect life. Councillor Brown stated that she was in support of Mr Kitney's views and suggested that the Planter Sub Group would discuss the issue. Councillor Finnigan was happy to liaise with LCC to achieve a balance.

Mr Kitney also enquired about situation with the Library. Councillor Finnigan confirmed that there was to be meeting later in the month, and Councillor Jones stated that Mr Kitney would be informed of any developments.

## 11.0 Anti-Social Behaviour/Policing Issues/Speeding Issues

11.1 PCSO's Katie Chaplin and Janine Townend attended the meeting. PCSO Chaplin reported that there had been a slight increase in crime figures between 6/4/19 and 7/5/19. There had been 3 residential burglaries, 4 attempted residential burglaries and 1 commercial burglary. 2 suspects have been arrested and charged in relation to one of the residential burglaries. There had been 4 reports of anti-social behaviour on Moorland Avenue.

11.2 Councillor Nixon raised concerns about reports of drug use in Flossmore Park, and PCSO Chaplin confirmed that they would investigate. PCSO Townend informed the Council of a new intelligence gathering system to be rolled out in the future, but urged residents to report drug related incidents directly to the Police. They could then alert their 'Clean Up Team'. Councillor Jones requested that Councillor Nixon put this information on Facebook.

11.3 Councillor Brown expressed concerns regarding the illegal parking outside Gildersome Primary School. It was agreed that the Police would liaise with the Enforcement Officer

## 12.0 Declaration of Interest

12.1 There were no declarations of interest.

### **13.0 Chair's Remarks**

13.1 Councillor Jones offered his congratulations to Councillor Finnigan on his success in the recent City Council Elections.

### **14.0 Minutes of the Meeting held on 2<sup>nd</sup> April 2019**

14.1 The Minutes were agreed as a true and accurate record.

14.2 Matters Arising. Item 183 Gildersome Meeting Hall. It was confirmed that a meeting was to be arranged later in May, with hopefully, a positive outcome.

### **15.0 Correspondence**

15.1 The Clerk listed the correspondence for April.

15.2 Emails from the Enforcement Officer and PCSO Tolhurst confirming that they were looking into the issue of parked vehicles outside the Paddock development site.

15.3 Confirmation from the Enforcement Officer that after acting on information from a resident a Fixed Penalty Notice had been issued for dog fouling.

15.4 An email from a resident reporting more fly-tipping at Vicarage Avenue. This was forwarded to Jane Stone, Environmental Action Officer.

15.5 Notification from Highways about Footway and Carriageway Repair Works at Scott Green.

15.6 Confirmation that the street lighting on Asquith Avenue has been reversed back to all night operation, following a recent fatal accident.

15.7 A reminder from the ICO that the Data Protection Renewal Fee was now due. The Clerk confirmed that a Direct Debit of £35 per annum had been set up.

15.8 Confirmation of a CIL Payment for £542,22 and the Paths Partnership Grant of £1208.

15.9 An email from John Saville, who owns a company called Longbow Lawns, offering to do maintenance work on footpaths. His details to be kept on record.

15.10 Weekly updates from the Enforcement Officer.

15.11 Highways Updates: Church Street outside 25a/Yorkshire Water 5<sup>th</sup> May. Highfield Close/View, Harthill and Harthill Paddock/Contract Specialist Treatments 8<sup>th</sup> to 13<sup>th</sup> May.

15.12 An email from Richard Perrett requesting a footpath map, and suggesting that the Parish Council could produce a 'New Residents Pack'. Councillors agreed to consider this proposal in relation to the Council Webpage.

15.13 A Westminster Briefing regarding the Integrated Communities Action Plan and local schools and youth services.

## **16.0 Annual Review-Financial Risk Assessment/Non-Financial Risk Assessment/Code of Conduct/Standing Orders**

16.1 All documents were reviewed with no amendments.

16.2 The Clerk suggested that it would be appropriate to add the Leeds City Council's Social Media Guidance Note for Members to the Council's documents. This was agreed upon.

## **17.0 Annual Governance Statement**

17.1 The Annual Governance Statement, Section 1 of the Annual External Audit, was approved by the Parish Council, and duly signed by the Chair and Clerk.

## **18.0 Upkeep of the Playground**

18.1 Councillor Finnigan confirmed that he would organise some paint to be delivered to Gildersome for the repainting of the playground shelter. Graham Brown had offered to undertake the work.

## **19.0 Planter Sub-Group**

19.1 Councillor Brown advised that there were a number of ideas regarding the landscaping at Branch End, but it was thought advisable to continue with the wildflower planting at the moment, and review the situation next year, when all options had been considered.

19.2 Councillor Brown stated that the summer planting would be undertaken later in May, with a number of old tubs being removed, and possibly replaced with stone troughs.

19.3 Councillor Brown reported that there had been a request for some blossom trees to be planted on the grassed area at Spring Avenue/Church Avenue, and also for placement of a seat. Councillor Finnigan advised that, as this was 'Housing Land' part funding of £550 might be available for the seat.

## **20.0 Morley Arts Festival**

20.1 Councillor Gettings stated that Arts Festival was to be organised by the same Director as last year, and asked the Council if they were prepared fund the school events. Councillor Kimberley proposed the funding of £500 and all agreed. Councillor Gettings suggested that Councillors may wish to attend the events at the schools.

## **21.0 Finnings CAT Plant/possible donation/funding ideas**

21.1 Councillor Nixon reported that the Manager of Finnings CAT Plant had expressed a wish to help the village with funding. Councillor Jones proposed that he would arrange a meeting with the Manager once ideas had been put forward.

## 22.0 Action Plan

### 22.1 Past and Future Events

Councillor Cook advised that 36 names had be registered for the Scarecrow Festival so far, but advertising was still to take place. The Clerk confirmed that the posters would be put up that week. Councillor Haigh stated that he would draw up a rota for the BBQ, and the quantities of sausage and burgers would be increased. Due to a number of requests, it was decided that onions would be served this year.

Discussion took place regarding the Conservative Club's decision to commence their entertainment programme at 2pm on the day of the Scarecrow Festival.

### 22.2 Footpaths

Councillor Knight advised that David Cowburn would undertake the footpath and maintenance work for the same costs as last year.

## 23.0 Planning

23.1 Councillor Cook listed all applications and decisions for April.

## 24.0 Finance/Accounting Statement for External Auditor

24.1 The Clerk advised that the balance on the Parish Council's **Current Account** currently stands at: **£41,188.32**

24.2 Cheques sent out this month are as follow:

Trust Distribution/Newsletter	390.00
Starboard Systems Ltd/Scribe Finance	308.40
Brosnans/Payroll	72.00
Robrook Printers/Newsletter	195.00
Yorkshire Internal Audit Services	260.00
P.May/Petty Cash	<u>100.00</u>
	1325.40

24.3 Payments made via Bankline:

HMRC	58.60
Bankline Fee	<u>0.40</u>
<b>TOTAL</b>	<b>1384.40</b>

24.4 Payments Received

LCC/Precept & LCTS Grant	24,756.00
LCC/P3 Grant/CIL Payment	<u>1,750.00</u>
	<b>26,506.22</b>

24.5 The balance on the Parish Council's **Reserve Account** currently stands at: £19,358.19

24.6 The Accounting Statements, Section 2 of the Annual External Audit, were approved by the Parish Council, and duly signed by the Chair.

24.7 Councillor Jones advised that the date of notice to inspect the financial records of the Parish Council is 17<sup>th</sup> June to 26<sup>th</sup> July.

## **25.0 Applications for Grants**

25.1 There were no applications for grants.

## **26.0 Date of Next Meeting**

26.1 The Annual Parish Meeting will be held on Wednesday 15<sup>th</sup> May 2019 at 6.30pm in the Meeting Hall.

26.2 The next Council Meeting will be held on Tuesday 4<sup>th</sup> June 2019 at 7.30pm in the Meeting Hall.

