

Draft Minutes of the meeting held on Wednesday 29th January 2020 at 18:30hrs in The Elders Community Centre, St Aidan's Estate, Great Preston.

Members Present: Cllr. Bath (Chair), Cllr Taylor (Vice Chair) Cllr. Blackburn and Cllr. Dickinson **Also present:** Mrs S. Bath (Clerk), Mrs J. Winn (Clerk), Member of Public.

1. Chairperson's Welcome, Open the Meeting, Accept Apologies for Absence and to remind members that all Declarations of Interest need to be remade and recorded even if an interest has been declared on the register.

a) Apologies for absence: None

b) Declarations of Interest: None declared

2. Open Session – members of the press or public may raise any matters concerning the Parish.

- Resident raised concerns of crime particularly break-in's/attempted break ins around the Queen Street housing estate which seemed to have increased significantly in recent weeks. Cllr. Bath to raise with Ward Councillors.
- Member of Village Hall Management Committee discussed CCTV. Parish Council agreed to fund the signs required for inside and outside the building. Also discussed that members with access to CCTV footage should go through the relevant checks. Discussed success of Christmas lights. Discussed internal lighting being replaced with LED and lowering. Committee member communicated that a number of items had been and were being replaced.
- Member of In-bloom raised concerns over path from Wildflower Meadow, through the kissing gates and onto Woodland Walk. Water overflowing from. Parish Council agreed to address this. Also discussed grass cutting in meadow in March and potential tree planting/management, as well as village clean-up. Agreed that In-bloom would arrange.
- Member of public raised a suggestion to hold a 'Lines Clean-up,' and offered to help organise the event and potentially sponsor the clean-up with the provision of refreshments. Agreed to notify member of public when the Village Clean-up will be and potentially tie in the two events.

AGENDA ITEMS – ACTION POINTS	ACTION BY DATE
<p>3. a) To confirm the Minutes of the Meetings held on the 27th November 2019 Moved by Cllr. Dickinson, seconded by Cllr. Bath - RESOLVED that the minutes were confirmed as a true record and were signed by the Chairman.</p> <p>b) To receive and confirm the minutes of the Annual Parish Council Meeting held on the 15th May 2019 – Moved by Cllr. Taylor, seconded by Cllr. Bath - RESOLVED that the minutes were confirmed as a true record and were signed by the Chairman.</p>	
<p>4. To receive information on the following ongoing issues and decide further action where necessary:</p> <p>4.1 Highways – a) Existing Whitehouse Lane SID – Movement made. Remove from agenda. b) Future Astley Lane SID – Ongoing – Ward Councillor's have agreed to fund. Awaiting Cllr. Dobson to meet with highways for progression.</p> <p>c) Preston Lane parking restrictions – Ongoing – Highways addressing as part of a larger project.</p> <p>4.2 Security – a) Filing cabinets and archiving of documents – ACTION POINT - Mrs Winn to research requirements of archiving with West Yorkshire Archives. FURTHER ACTION POINT – Mrs Winn to files docs at Village Hall and arrange shredding for confidential documents. Agreed those not confidential can be recycled.</p> <p>4.3 Health and Safety – a) Defibrillator training - Ongoing – Cllr. Bath to progress</p> <p>4.4 Communication – a) Notice Board – replacement on south entrance of Whitehouse estate complete. ACTION POINT - Clerk to design polite notice to display requesting that members of public do not attach anything to the outside of notice-boards.</p> <p>4.5 Land Ownership – a) Adjoining Parish field – Ongoing – Meeting arranged with local Cllr's and Leeds City Council.</p>	<p style="text-align: center; color: green;">Before Feb meeting</p> <p style="text-align: center; color: green;">ASAP</p> <p style="text-align: center; color: green;">ASAP</p>

	Debit		PAYE M7			
10/01/2020	Direct Debit	HMRC	Employee PAYE M8	£103.20	-	£103.20
13/01/2020	101373	Wakefield Metropolitan District Council	Deeds for Playground	£56.66	£11.34	£68.00
29/01/2020	101374	J. Winn	Clerk Salary	£160.00	-	£160.00
29/01/2020	101375	S. Bath	Clerk Salary (net)	£310.20	-	£310.20
29/01/2020	101376	Leeds City Council	Christmas Lights	£4,684.00	£936.80	£5,620.80
29/01/2020	101377	CPRE	Membership	£36.00	-	£36.00
29/01/2020	101378	Independent Playground Inspections Limited	Six-monthly playground inspection	£70.00	£14.00	£84.00
29/01/2020	101379	J.M. Haulage (Leeds) Ltd	Planings for Village Hall Car Park	£247.00	£49.40	£296.40
29/01/2020	101380	S. Bath	Clerk Expenses	£2.70	-	£2.70
29/01/2020	101381	D. Bath	Expenses	£120.21	£11.13	£131.34
			Total	£5,902.97	£1,022.67	£6,925.64

6.3 Debit/Credit Card payments of £32.00 to HSBC for the annual credit card charge was noted

6.4 The schedule of income below was noted - **no income for the month**

6.5 VAT reclamation - **VAT reclamation to 31/12/2019 was received and noted**

6.6 Budget vs. actual

6.7 2020/21 Precept – **Discussed proposed precepts rate. Cllr. Taylor proposed. Cllr. Blackburn seconded. – RESOLVED**

6.8 2020/21 Budget – **ongoing – ACTION POINT – Clerk and Cllr. Bath to streamline budget.**

ASAP

7. Parish Projects or Issues and Environment - to receive any current reports or updates and resolve any further actions on any of the following:

7.1 Environmental –

a) In Bloom – i) Tree Planting – **discussed in open session with member of In-bloom. Councillors to consider where these can be best placed.**

ASAP

b) Wild Flower Meadow – **please refer to open session. ACTION POINT – Cllr. Bath to look into possibility of having the grass tended to in March.**

ASAP

c) Parish Field – **meeting arranged with Ward Cllr's and Leeds City Council.**

d) Public Rights of Way – **Footpath 4 and 5 to walk in Spring. ACTION POINT – Cllr. Dickinson discussed contacting Ramblers Association.**

ASAP

7.2 Public reports – a) over-hanging trees and pathway outside the Elders – **ACTION POINT – Cllr. Bath to raise with Ward Cllr's once more. Remove from agenda.**

ASAP

b) Additional signage for the Elders - **ACTION POINT – Cllr. Bath to raise with Ward Cllr's once more. Remove from agenda.**

ASAP

c) Mirror for junction at Goody Cross Lane – Mrs Winn reported that **Leeds City Council had previously that it wouldn't be replaced. Remove from agenda.**

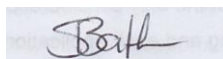
d) Additional parking for the Elders - **ACTION POINT – Cllr. Bath to raise with Ward Cllr's once more. Remove from agenda.**

ASAP

7.3 Climate Emergency – **Clerk reported details of workshop.**

<p>a) School – discussed that LCC had suggested we speak with school with regards to anti-idling banners, potential periodic road closures past school, promotion of car free days for school transport. Cllr's suggested not getting involved and asking LCC to contact the school directly.</p> <p>b) Bio-diversity – no discussion.</p> <p>c) Purchasing – no discussion.</p> <p>d) Energy saving – no discussion.</p> <p>e) Transport – no discussion.</p> <p>f) Waste reduction and recycling – no discussion.</p> <p> i) Charity bins – Scope – no discussion.</p> <p>7.4 Home Office Consultation: Strengthening police powers to tackle unauthorised encampments – ACTION POINT - Cllr's to email responses to Clerk before deadline.</p>	<p>Before 14th Feb</p>
<p>8. To consider and decide upon the following planning applications: No active planning applications to consider.</p>	
<p>9. To receive any other Communication & Correspondence</p> <p>9.1 Information about communications, meetings or training attended by Members and the Clerk.</p> <p>9.2 Correspondence received which required a decision or action is listed below:</p> <p> a. Emails</p> <ul style="list-style-type: none"> • Invitation to Swillington St Marys Church bells 40th Anniversary and Rededication Service • Christmas Services across our Team of Churches • Request for information from Thorner Parish Council - Electronic speed signs • LCC - car free days and anti-idling • Parish Council Website Contact Form - General Enquiry – Scope Charity Enquiry • Parish Council Tax Precept Form • VAT claim confirmation • Home Office Consultation: Strengthening police powers to tackle unauthorised encampments • Great and Little Preston Parish Council - Contribution to 'In Bloom' • Great and Little Preston Parish Council - Funding SID Units • Great and Little Preston Parish Council - Open Churchyard donation (our ref: DEC22) • Great and Little Preston Parish Precept 2020/21 • YLCA Spring Training Conference 28 March 2020 • IPI - New contact details (Great & Little Preston Parish Council) • Green Space improvements in Gt Preston • Confirmation of final tax base figure 2020/21 • Six-monthly inspection of play area • Automatic enrolment – only two weeks left to comply with the law • GOVERNANCE AND ACCOUNTABILITY – JOINT PRACTITIONERS GUIDE • Leeds Branch Meetings 2020 dates <p> b. Post</p> <ul style="list-style-type: none"> • The Pensions Regulator • CPRE • I.P.I June and December inspection (£75.00 + VAT per visit) 	
<p>10. To notify the clerk of matters for inclusion on the agenda of the next meeting</p> <ul style="list-style-type: none"> • Peasecroft Wood 	
<p>11. Date of Next Meeting – to consider and agree date of future meeting of the Council. Members agreed that the next meeting will be held on Wednesday 26th February 2020 at 18:30hrs.</p>	

Authorised Signature:



Mrs S. Bath (Clerk to the Council & RFO)

Email: s.bath@greatandlittlepreston-pc.org.uk

The Meeting was closed at: **20:55hrs**

Chair _____

Date _____