



**DRAFT MINUTES OF MEETING OF GREAT AND LITTLE PRESTON PARISH COUNCIL, HELD ON WEDNESDAY 24<sup>TH</sup> APRIL 2013, IN THE ELDERS COMMUNITY CENTRE, ST AIDANS ESTATE, AT 19.00hrs**

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**Members Present:**

Cllrs Wallace, Crossley and Bath. Also present were member of the public Mr Whitaker and the Clerk

**1. CHAIRMANS WELCOME AND OPEN MEETING**

**2. TO RECEIVE APOLOGIES**

Apologies were received from Cllr Webster.

**3. LATE ITEMS FOR THE AGENDA** - To identify items which have been admitted to the agenda by the Chair for consideration.

(The special circumstances shall be specified in the minutes.)

The Chairman added to the Agenda:-

**13f)** Reason: Notification of Planning application 13/01599, received after agendas posted. Replies to be in before next meeting.

**14f)** Reason: To discuss the complaint of Mr Whitaker, regarding horses

**4. TO RECEIVE DECLARATIONS OF INTEREST**

Declaration of interest was received from Cllr Crossley – Village Hall Management Committee.

**5. OPEN SESSION** - members of the public may raise any matters concerning the Parish.

Mr Philip Whitaker was present to complain that horses from Parish land were damaging the fence around land owned by LCC, rented by him for his wife's horses. He stated that the Police had been called regarding the incident. He said the colt was from a privately owned field but entering his field from Parish Council land and interfering with his mare. He threatened the Parish Council with legal action if the problem was not resolved immediately.

The chairman said the Parish Council would investigate and in the meantime could Mr Whitaker put his complaint in writing?

Mr Whitaker refused to put the complaint in writing.

Mr Whitaker was thanked for his attendance and left the meeting at 1955hrs

**6. TO CONFIRM** the minutes of the meeting held on 27 March 2013.

Item 7 – should read ---8b.....Cllr Bath informed him that this HAD been received.

**7. MATTERS ARISING** from the minutes of 27 March 2013. **– information only**

8 Letter sent to Management Committee re. Electrical inspection.

14b The Football Club have received the cheque.

14e Stage 2 Notices posted on April 17.

19 Fly tipping of tyres. No report was forthcoming

## **8.VILLAGE HALL**

**a) To receive** report of Management Committee(MC) meeting.

Draft minutes of Management Committee meeting received and enclosed.

It had been agreed that joint discussions should take place. Date of next one to be set.

**RESOLVED:** Clerk to write and request available dates from Management Committee.

**b) To consider** MC response to requests put forward at joint meeting.

The VHMC agreed to the proposal set out by the Parish Council to pay the annual costs of the car park rental, ADT Alarm inspection and the fire extinguisher checks, reducing the amount paid from the Precept by 9.5%, which is around £800 per year.

They were against the proposal to allow the community groups of the Parish use of the Hall free of charge for fund raising functions, but agreed a one off payment of £100 to the Football Club, the Cricket Club and the Preston Players.

The Committee also felt that the maintenance of the outside of the building was the responsibility of the Parish Council.

**RESOLVED:** The council agreed to accept responsibility for the maintenance of the external structure of the building. Clerk to inform the MC of the decision in writing.

The PC will obtain quotes for gutter repairs.

## **9. ESTATES and PLAYGROUNDS**

### **9:1) Glencoe.**

**a) To receive** reports.

Visit arranged with Chris Goshomi of AVH April 25 at 10am.

### **9:2)) St. Aidans.**

**a) To receive playground maintenance report.**

Clerk reported there had been some dog fouling within the play area, removed at the playground inspection.

Notice of dog fouling to be purchased.

**RESOLVED:** Purchase of notice agreed.

**b) Cllr Wallace** toured the estate with Teddy Golding of AVH on April 22.

Areas of concern were:-

Overgrown areas and weeds around the Elders. Gutters and painting of soffits.

Overgrown area on Well Close.

Resident of 38 Church Road awaiting ramp for wheel chair.

Work on fence required at No 31 Berry Lane.

## **10. COUNCIL WEBSITE**

**a) To receive** updates.

Cllr Webster not present to give update.

It was reported that all information on website is now up to date.

## **11.SWILLINGTON EDUCATIONAL CHARITY**

**a) To receive** Trustees report of meetings with Swillington Educational Charity (SEC).

Report attached to PC March minutes

Meetings held with developers on April 02 and Trustees meeting on April 04.

Approved SEC minutes attached to PC March Minutes.

The proposal to demolish the school masters house, build 3 x 2bed houses and re-furbish the School building for community use was conditionally agreed by the Trustees, who signed an eight week exclusivity agreement to allow the developer to do a feasibility study. The Trustees also engaged a Chartered Surveyor to value the land and property. Next meeting is on May 02 at 2pm in Swillington Church.

## **12)HIGHWAY MATTERS –**

**a) To receive** update on progress with promised increased traffic restrictions outside Junior School from LCC Highways dept.

### ***BRIGSHAW/PRESTON LANE:***

*With regards the previous discussions you have held with Chris on this issues, I can confirm that Chris requested that a scheme for this area be included on our Works Programme for 2013/14 and thus it has been. Each individual engineer has just this week been issued with their works programme for this financial year and such each scheme, including Brigshaw/Preston Lane, will start to be progressed over the next couple of weeks. The Parish council will obviously be party to the consultation process, so you will receive details of the scheme in due course.*

Nick Borrás Leeds City Council

**b) To receive** update with regard to licensing.

Signed copies of licence sent to LCC, awaiting return.

**c) To receive** update on flooding of Wood Lane.

No further work to report.

**d) To receive response** from Highways on missing signs at junction of Whitehouse Lane and A642 which should have been finished in November.

### ***A642 WAKEFIELD ROAD/WHITEHOUSE LANE:***

*As you are aware this scheme is complete with the exception of one direction sign opposite the junction. The reason for this sign not being erected and the scheme fully complete is because of a tree and its branches located to the rear of the grass verge preventing the sign being erected in its proposed location. I know that Chris has been negotiating with our Forestry section to either cut the tree back or cut the tree down fully so that the sign can be erected a safe distance from the edge of the carriageway. Unfortunately, we are governed by the workload of our Forestry Section and their priorities, but I would expect the work to be completed within the next couple of weeks and the scheme fully completed. I will ask Chris to expedite this issue when he returns on Monday morning.*

*Nick Borrás Leeds City Council*

## **13) TO CONSIDER PLANNING MATTERS –**

**a) 11/01713 Kensington Place (Hollinhurst).** Update  
Work still ongoing on the site.

**b) 10/01412 Biffa Site.** Update.

There is still no movement on the site.

**c) 13/00261 RSPB St. Aidans.**

Preparation of the ground is proceeding, utilities are being put in place.

**d) To receive** update on Strategic Housing Land Assessment Availability. (SHLAA) Report due in May. Tracking developments as they happen, the PC have subscribed for updates on all relevant meetings and reports

With regard to discussions which took place at Annual Parish Meeting between those present and the Chairman.

**RESOLVED:** Further information to be obtained before the possibility of holding a public meeting to discuss SHLAA and the implications of site allocations on the Parish.

**e) To consider** report on Community Infrastructure Levy. (CIL)

Community Infrastructure Levy as part of the Localism Bill is taking over S106 payments by developers. Consultations are on going. Supposed to come into force in April 2014.

**RESOLVED:** The Parish Council will monitor developments and participate in any consultations and forums.

**f) Late Item 13/01599.** s/s Rear extension at 70 Preston Lane, Allerton Bywater.  
**RESOLVED:** Cllr Wallace is to monitor LCC public access planning website, to see if any objections to the application are received. If not the Parish Council will take no action.

#### **14) NEW AGENDA ITEMS.**

**a) To receive** nominations to fill casual vacancies.

No nominations had been received.

**RESOLVED:**The notices will remain on display

**b) To consider** joint meetings with Swillington, Kippax and Allerton Bywater PCs.  
Chairman received an email from Chairman of Swillington Parish Council, who is arranging an informal meeting with 3 other Parish Councils, Great and Little Preston, Kippax and Allerton Bywater with a view to forming a cluster group.

**RESOLVED:** It was agreed the chairman will attend the meeting on May14

**c) To receive** update from Clerk on information from HMRC on registration of PC as an employer.

**RESOLVED:**This to be done by the next meeting.

**d) To receive** update on dog fouling at the bottom of Hall Road, Little Preston

Cllr Webster was not present to report on this matter.

Photographs of large amount of fly tipping near to the pumping station on Fleakingley Lane, Simon Norman or Tom Smith of LCC to be contacted, to come out and inspect this.

**e) To consider** Newsletter.

**RESOLVED.** Chairman's report was accepted to be used as Parish Newsletter. Clerk to enquire about printing 500 copies

**f) Late Item.** To consider complaint from Mr Whitaker.

After discussion it was decided to hire a fencing contractor to repair the fence between the private and Parish fields as a person had horses on the Parish field without permission and the fence was in a very poor state.

**RESOLVED: i)**The Parish Council will finance the repair of the fence.

**ii)**The Parish Council will contact YLCA and NALC legal departments regarding threat of legal action from the Whitakers and removal of horses illegally occupying Parish land.

#### **15) ENVIRONMENT**

**a) In Bloom.**

**i)To receive** report of meetings with group.

Summer planting was discussed. No spring judging took place due to the bad weather conditions. £850.00 to be paid to the group to cover cost of summer/13 and spring/14 planting, so the group can purchase plants as and when needed.

**ii) To receive** report of Parish litter pick.

The Litter pick took place on 31<sup>st</sup> March as the judging had been due on the 4<sup>th</sup> April.

Although judging was cancelled at the last minute due to the weather conditions, all the In Bloom group and several residents turned up on Easter Sunday to assist. The Parish Council wish to thank all who attended. Welcome refreshments were served afterwards in the Village Hall.

**b) Peasecroft Wood.**

Information and reports regarding Ash die back to be produced throughout the year.

**c) St. Aidans Country Park.**

**To receive** report from meetings.

The Park is officially due to open on May 25, ground works taking place. Parts for the building are already made and are stored at the factory, ready for shipment to site.

**16) FINANCE:**

**16:1 TO AUTHORISE PAYMENT OF-**

**a)** Clerks Salary and expenses declared at the meeting.

Clerks Salary for April, plus expenses from 28<sup>th</sup> March until 24<sup>th</sup> April 2013

Salary	160.00
Stationery, etc.	40.39
Telephone calls	0.00
Postage stamps	2.12
Travel expenses	<u>1.54</u>
Total	£204.05

**b)** YLCA annual subscription. £370. 00

**c)** Woodend Nurseries, plants for 'In Bloom £338.20 Spring/13

**d)** Rural Action Yorkshire, membership renewal £35.00

**e)** In Bloom, plants allowance Summer/13 and Spring/14 £850.00 as agreed.

**f)** AON Insurance renewal, this to be looked at before renewal date, beginning of June.

**16:2** To consider estimated Precept spending. Report attached to March minutes

**17. PUBLICATIONS AND CORRESPONDENCE –** Clerk to inform meeting.

a. CPRE – Countryside Voice, Fieldwork, magazines.

b. Glasdon brochure.

c. Leeds in Bloom, posters regarding photography competition.

d. CPRE letter, plus leaflets regarding transport toolkit. Web based at

[www.transporttoolkit.org.uk](http://www.transporttoolkit.org.uk)

e. Letter to football club regarding donation.

**18. TRAINING COURSES-**

**To receive** feedback from courses attended and requests to attend future events.

a) To consider offer from YLCA to hold a local training course for new Councillors.

**19. MATTERS TO REPORT:** (formerly Any Other Business).

There were no matters to report.

**20. DATE OF NEXT MEETING.**

The next meeting will take place on Wednesday 29 May, **PRECEDED BY ANNUAL PARISH COUNCIL MEETING (AGM) AT 18.00HRS**

**ITEMS FOR AGENDA TO BE WITH THE CLERK 7 DAYS PRIOR TO THE MEETING**

Meeting closed at 20.50hrs.

Chair.....

Date.....

## ACCOUNTS

Balance @ 31.3.13		
Current A/C	694.95	
Business Money Man. A/C	<u>1227.10</u>	
	1922.05	
Less unpresented cheques	<u>774.86</u>	
	1147.19	
Plus LCC Precept 2.4.13	<u>8500.00</u>	
	9647.19	
Plus LCC Grant (Council Tax Relief)	<u>1070.00</u>	£10717.19
 <u>April 2013 expenditure</u>		
Clerks salary	204.05	
YLCA subscription	370.00	
Woodend Nurseries	338.20	
Rural Action, subscription	<u>35.00</u>	
	£947.25	
 <u>Estimated projected and allocated expenditure to 31.3.14</u>		
Clerks Salary	1760.00	
Website fee	150.00	
In Bloom allocation	850.00	
Parish Insurance	1779.40	
External Audit	155.00	
Internal Audit	50.00	
A/Bywater Church Committee	150.00	
Bowers Mission	150.00	
Christmas tree event	50.00	
Remembrance day wreath	25.00	
Playground inspection	60.00	
Admin. Expenses	<u>200.00</u>	
	5379.40	
Grant from LCC held in reserve	<u>1070.00</u>	
	6449.40	
April/13 expenditure	<u>947.25</u>	
		£7396.65
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Funds available to year end /14		<b>£3320.54</b>