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2018 PARISH COUNCIL MEETING

Draft Minutes of the meeting of Great and Little Preston Parish Council held in THE ELDERS COMMUNITY CENTRE, St Aidan's Estate, at 18:30hrs on WEDNESDAY February 28th 2018

Members Present: Councillors Bath {DBA}, Bentley {AB}, Crossley {BC}, Dickinson {AD}, Hanson {GH}, and Taylor {JT}.

1. CHAIRMAN'S WELCOME AND OPEN MEETING.

The Chairman, Cllr. Bath welcomed all present and opened the meeting at 18:30hrs.

2. TO RECEIVE APOLOGIES - Received and accepted from Councillor Blackburn due to adverse weather conditions and the Clerk, due to ill health. Cllr Dickinson took notes for the minutes.

3. LATE ITEMS FOR THE AGENDA – to identify items which have been admitted to the agenda by the Chair.

4. TO RECEIVE DECLARATIONS OF INTEREST

There were no declarations of disclosable pecuniary interests, or any other significant interests, for the purposes of the Localism Act 2011, s31 and the Members' Code of Conduct paras 10-14.

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

A resident of Great Preston attended the meeting to raise his concerns about the number of vehicles parking either wholly or partially on the pavements in various places around the village. Such inconsiderate parking raised safety problems, as it is dangerous for pedestrians to be forced onto the road. The resident is registered as partially sighted and has been advised by health professionals to take regular exercise, hence he is frequently walking in and around the village and experiencing difficulties. He also commented upon the deteriorating condition of the grassed areas where vehicles are parked especially on the North side of Whitehouse Lane. Cllr. Bath responded by informing the resident that the PC had reported this to the Highways Department and Councillor M. Dobson, but Mr Shackleton could also contact these to reinforce what the PC had been trying to progress. The police may be able to advise about vehicles parking. Cllr. Bentley also stated that the PC had been actively pursuing this matter for more than 18 months and are now progressing this matter with LCC/Highways. Cllr. Taylor suggested that the resident inform as many people or organisations about this matter, emphasising the disability factor to give extra weighting to considerations. The Chairman thanked the resident for his attendance and contribution before he left the meeting.

Mirelle Midgley and Mark Pratt, prospective Labour councillors for the Garforth & Swillington Wards arrived at 7pm and tendered their apologies for late attendance due to severe weather conditions. They remained in the meeting and listened to the proceedings.

Agenda items – Action Points	Action By + Date
<p><u>6. TO RECEIVE</u> the minutes of the Parish Council Meeting held on January 31st 2018 information only. The Minutes of the meeting were agreed as a true record and were signed by the Chairman. The amended Minutes of the November meeting were also agreed and signed. Acceptance was moved by Cllr Taylor, seconded by Cllr Crossley and approved by all other councillors. Cllr Bath expressed his concern that the Agenda and Minutes were getting longer and required several pages of printing. Cllr Dickinson reciprocated his thoughts. The Admin Sub Committee had also expressed their concern and wished to examine how to make the Agenda and Minutes more concise. This is something they would be attending to at their next meeting.</p> <p style="text-align: center;">AP-Admin Sub Committee to develop more concise papers.</p>	<p>AD/DBL/AB 28/3/2018</p>

<p>7. <u>MATTERS ARISING</u> from the PCM minutes of January 31st 2018</p> <p>a) Asset register – Cllr Dickinson reported that this had been completed and sent to the relevant department. Awaiting any response.</p> <p>b) Aon Insurance – A new quote is urgently required in order to compare cover and cost.</p> <p style="text-align: right;">AP- Clerk to obtain a new quote</p>	<p>CLERK 03/18</p>
<p>8. <u>VILLAGE HALL</u></p> <p>a) <u>To receive report of Village Hall Management Committee(VHMC) meetings</u></p> <p>A meeting is scheduled for Monday at 10:30 am. Cllrs Hanson and Bentley unable to attend, therefore Cllr Bath will attend in their place. Hopefully they will discuss the vital work on the Bell Tower. Cllr Hanson had prepared a written briefing note which was to be submitted to the VHMC. This would allow them time to discuss/contemplate and hopefully decide to work cooperatively with the PC.</p> <p>b) <u>VHMSC meeting.</u> Full Information had been sent to all councillors in a report with recommendations for action by Cllr. Bath, prior to the meeting. (Copy attached the PC minutes) Cllr Bentley moved acceptance of quote and recommended actions. Seconded by Cllr Crossley and approved by all. Cllr. Bath reported that he had been in constant contact with the Church commissioners, who had responded quickly. He is now in possession of the conveyance and covenants. He has queried ownership of the Freehold of the land and had received confirmation that the Parish Council DO OWN the Freehold of the land.</p> <p style="text-align: right;">AP- Cllr Bath to contact Crighton Conservation & Steeplejacks Ltd. to arrange date for repairs to commence.</p>	<p>DBA 28/3/2018</p>
<p>9. <u>ESTATES and PLAYGROUNDS</u> – To receive any reports on a) Glencoe, b)St Aidan's, c) Whitehouse Estate, d) Bowers Row/Queen Street Estates, e) Little Preston</p> <p>No updates or reports were available for items a)b)c)</p> <p>Cllr Dickinson asked if there was a Parish Notice board on Bower Row/Queen Street estate. If not then the PC should provide one. Further information next meeting.</p> <p style="text-align: right;">AP- Cllr Dickinson to report on Notice Board at Bowers Row</p> <p>Little Preston – report sent by Cllr Blackburn. Virgin Cabling had stopped due to the narrowness of Hall Road and potential problems for access of emergency vehicles. Andrew Courcey was hoping to attend a contractors meeting on 13th February but no further information had been received to date. Cllr Blackburn requested an update via email.</p> <p style="text-align: right;">AP- Cllr Blackburn to report any progress</p>	<p>AD 28/3/2018</p> <p>DBL 03/18</p>
<p>10. <u>COMMUNICATION & MEDIA</u> - To receive any reports on the Website, Facebook or Twitter feeds.</p> <p>Website still needs to be fully updated which requires input by the Clerk</p> <p style="text-align: right;">AP-Urgent input by Clerk to provide missing Minutes etc.</p> <p>125 Facebook followers. Cllr Hanson requested any newsworthy items to keep interest going. Notice Boards had all had Council and Councillor details sheet added.</p> <p>Newsletter – congratulations were expressed to Cllr. Hanson for his efforts. The Newsletter was considered impressive and well received. A short discussion took place to determine the best time to produce the next one. The consensus of opinion was to attempt to produce an annual Newsletter for September/ October time.</p> <p style="text-align: right;">AP- Cllr Hanson- prepare for next newsletter</p>	<p>JW 28/3/2018</p> <p>GH July/Aug</p>
<p>11. <u>SWILLINGTON EDUCATIONAL CHARITY</u></p> <p>a) <u>To receive Trustees report.</u></p> <p>Cllr Taylor reported that a meeting was due soon but she had received information that the Charity could be wound up providing legal aspects were approved. Cllr. Taylor then explained the history and function of the Charity to Messrs. Midgley & Pratt.</p> <p style="text-align: right;">AP- Cllr's Blackburn and Taylor provide update on outcome of SEC meeting</p>	<p>DBL/JT 28/3/2018</p>
<p>12. <u>HIGHWAY MATTERS</u> -To receive reports</p> <p>a) <u>Safety on Whitehouse Lane and Traffic speeds through Great Preston</u> – Cllr Bentley reported that he had recently had a meeting with Chris Proctor and Andrew Richardson from Highways Dept. They indicated that a loan of Speed Induction Devices (probably hand held speed cameras) could be arranged for 2 months. The cost for a permanent warning sign would be £3110. Cllr M. Dobson had indicated that he may be able to help on a 50/50 basis, depending upon the May elections. Other possibilities under consideration are rumble strips, narrowing the road in strategic positions and raised zebra crossings.</p> <p style="text-align: right;">AP- Cllr. Bentley to report any further developments.</p> <p>b) <u>Grassed areas on Whitehouse Lane</u> – This matter was fully discussed in the open session.</p>	<p>AB 28/3/2018</p>

<p style="text-align: right;">AP- Cllr Bentley to provide update</p> <p>c) Parking outside the Primary School – Cllr Bath had received notification the Headmistress wished to attend a Parish Council meeting. Cars are still parking on the double yellow lines but the problem is much improved and the PC felt this matter was resolved.</p> <p>d) Grass verges and parking on footpaths. This matter was also discussed in the open session.</p> <p style="text-align: right;">AP- Cllr Bentley to provide update</p>	<p>AB 28/3/2018</p> <p>AB 28/3/2018</p>
<p>13. TO CONSIDER ONGOING PLANNING MATTERS</p> <p>a) 10/01412 – 14/03823RM Biffa Site – Cllr Bath is still lobbying for action with regard to the footpath along the North West side of this development but it is slow progress. The prospective Labour candidates informed the PC that it would be 12 months before this development was handed over to Highways Dept., therefore this matter needs to be brought to a conclusion.</p> <p style="text-align: right;">AP- Cllr Bath to report on progress.</p> <p>b) 2015 Site Allocations Plan – This item was not discussed and the councillors felt it should be removed from the agenda and revisited after July.</p> <p style="text-align: right;">AP-Clerk to remove from Agenda until July 2018</p> <p>c) N4720/W/17/3177207 – Travellers - Appeal – This has been postponed until April and will be heard in Leeds.</p> <p>d) 17/08391/TR Work to trees protected by a Tree Preservation Order at 65 Whitehouse Avenue. - Cllr Bentley reported that he had made contact with the officer, who had made a site visit but had only looked around as resident was not available. It was felt that a lighter cut would be appropriate. A report has been issued (attached to the Minutes) and hopefully will be implemented.</p> <p style="text-align: right;">AP- Cllr Bentley to monitor.</p> <p>e) 17/07809 Retrospective application for fence at 2 Whitehouse Lane, Great Preston – no report.</p> <p>f) 18/00619/fy/e Mr J. Gibbs, 13 Hall Road, LS26 8UT – Two storey extension/ rear extension – awaiting progress.</p>	<p>DBA 28/3/2018</p> <p>CLERK/July</p> <p>AB 28/3/2018</p>
<p>14. NEW AGENDA ITEMS</p> <p>a) Little Library – A resident, had sent an email regarding provision and funding of a free little library in Great Preston village. Cllr Blackburn had acknowledged this. The resident would be happy to have the library around her property of there was no alternative or better place for it. All Councillors were fully informed by email with attachments, of details on the scheme. A little Library consists of a cabinet full of books. This is open to the public and anyone can take or leave a book. Each library has a host who keeps an eye on it, tidies books and ensures a good mix of books. Cabinets are made from marine ply, sturdy and waterproof and should last 10 years They could be free standing on a post or fixed to garden fence or wall. Cost would be £520 with stand, £460 without stand and installation cost would be £50 depending upon mileage.</p> <p>This matter was discussed by the councillors and Cllr. Hanson is to publish details of this on our social media site, requesting feedback. The Parish Council will respond according to the response from our parishioners.</p> <p style="text-align: right;">AP- Resident to be advised of outcome to date. AP-Cllr Hanson to report any responses from the public</p> <p>b) Attendance and reporting back from external meetings/ training courses.</p> <p>Cllr. Blackburn had requested this matter be discussed. Cllr Dickinson explained that reporting back should be done as a written report and sent by email to all councillors for their information. This would be more efficient and reduce time/effort in reporting during meetings. Cllr Hanson moved that this become our usual practice, this was seconded by Cllr Bentley and resolved.</p>	<p>DBL 1/3/2018</p> <p>GH 28/3/2018</p>
<p>15. ENVIRONMENT To receive any relevant report/updates.</p> <p>a) In Bloom. - A meeting is to be held Wednesday 7th March. Spring litter pick Sunday 18th March, Notices and banners need to be put up quite quickly. Cllr. Bentley reported that some help with providing and serving refreshments would be greatly appreciated. The bibs/pickers and bin bags would be provided by LCC. Also a free skip had been recently provided by LCC and since removed, which the In Bloom group had found useful.</p> <p style="text-align: right;">AP-Cllr Bentley to process.</p> <p>b) Peasecroft Wood. Cllr. Bentley reported that his recent contact regarding the Tree Preservation Order could be useful for any input regarding maintenance of this wood.</p> <p>c) St. Aidan's Country Park. Cllr Bentley had recently sent photographic evidence of the state of footpaths in the park to Ward Cllr Dobson. These had worsened to the point that they were unusable and with further poor weather conditions due soon they would need urgent attention to allow access for the public.</p>	<p>AB 18/3/2018</p>

<p style="text-align: right;">AP- Cllr Bentley to monitor and report back.</p> <p>d) Wild flower Meadow off Fleakingley Lane and Parish field on Preston Lane New sign-age on Fleakingley Lane/Whitehouse Avenue/Astley Lane – Cllr Bentley reported that the signs had finally been located. Meeting with someone from Park & Countryside on Monday 5th March regarding where the signs should go and also the position of the new bench. <p style="text-align: right;">AP- Cllr Bentley to report on progress</p> <p>Seat in the Wild flower Meadow- awaiting the decision of resident.</p> <p>e) Public Rights of Way. Footpath No. 4 & No 5. Cllr Crossley explained to Messrs Midgley & Pratt, the ongoing problems of sign-age and access, regarding these footpaths. Cllr Hanson moved that a walk of the footpaths be organised in early April, when those attending will take photographic evidence of the problems/state of the footpaths and then write a report. This should then be forwarded to the relevant department. Cllr. Crossley seconded this and all councillors approved this action. <p style="text-align: right;">AP- Cllrs Hanson & Crossley to inform next meeting of date for walk.</p> <p>f) Littering, fly tipping and dog fouling. No report.</p> <p>g) Allotments - no report.</p> </p></p>	<p>AB 28/3/2108</p> <p>AB 28/3/2018</p> <p>GH/BC 28/3/2018</p>
<p>16. FINANCE: February 2018 To recommend payment of:-</p> <p>a) Clerks salary and expenses.. £160.00 Moved by Cllr. Hanson and seconded by Cllr Bentley – approved by all councillors.</p> <p>b) Payment of bills/invoices</p> <p>Castle Printers Bill for printing Newsletter £200.00 Cllr Hanson had paid this. Cllr Taylor moved that a cheque to reimburse him be made out. This was seconded by Cllr Crossley and resolved.</p> <p>c) Record/ approve Debit Card purchases None to record. Cllr Taylor felt that better use could be made of the Debit Card instead of issuing cheques. **Chairman, Cllr Bath received an envelope containing a cheque from the Village Hall Management Committee from Cllr. Crossley. After some discussion regarding the unknown financial state of the PC, Cllr Hanson moved that an <u>urgent request/instruction go to the Clerk (Mrs J. Winn) to reclaim VAT within 1 week.</u> If the clerk is unable to do this then all relevant information must be given to Cllr. Bath within the week to enable him to progress this urgent matter. This was seconded by Cllr Crossley and approved by all councillors.</p>	
<p>17. PUBLICATIONS AND CORRESPONDENCE Brochures and pamphlets were available for perusal.</p>	
<p>18. TRAINING COURSES and MEETINGS</p> <p>a) Cllr Dickinson gave her apologies to the PC for non attendance the recent YLCA meeting. She has been unable to do so, due to traffic problems along the A63.</p> <p>b) Police contact point meetings. Crime Figures. All councillors agreed that this item should be removed. Messrs Midgley & Pratt queried this and were appraised of the none existent crime figures or meetings in our parish. They offered to follow this matter up. <p style="text-align: right;">AP-To ascertain the outcome of their enquiries.</p> </p>	<p>All??</p>
<p>19. MATTERS for NEXT MEETING</p> <p>a) Precept? b) Little Preston/Goody Cross Footpaths and hedges</p>	

20. DATE OF NEXT MEETING Wednesday 28th March

Meeting closed at 8:23pm.

Chair / Councillor D.A. Bath

Date 28th March 2018