



www.greatandlittlepreston-pc.org.uk
2019 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 27 February 2019

Members Present: Cllrs. Bath (DBA), Taylor (JT), Blackburn (DBL), Dickinson (AD), Crossley (BC) Bentley (AB) and Hanson (GH)

Also present were parishioners Tanya Palmer and Richard Cooke and the Clerk

1. CHAIRMAN'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

Declarations of Interest There were no declarations of Interest.

Chairman welcomed those present and opened the meeting at 6.30 pm. .

Apologies for Absence.

There were no apologies.

2. Late Items for the Agenda – To identify items which have been admitted to the Agenda by the Chair for consideration. The special circumstances for these items to be specified in the minutes.

9b) Parish Council Membership - email received from Debbie Oldham of LCC.

10.1a) Litter Pick.

11.4a) Defibrillator Cabinet.

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

Ms. Palmer and Mr Cooke attended the meeting to discuss the field near to the Cricket Ground, which they rent for a horse, from John Simpson.

Ms Palmer stated that lots of litter has been dumped in the field, including glass which could injure the horse, plus a large amount of dog waste, as people cut across the field when walking their dogs. She also reported that the fence has repeatedly been cut and one local property owner had built a gate at the back of their garden leading directly into the field.

The Chair informed Ms Palmer that although the Parish Council was sympathetic to the problem, this was not under their jurisdiction and was a matter to be taken up with the owner of the field.

They were thanked for attending the meeting and left at this point.

Agenda items – Action Points	Action By Date
<p><u>4. To receive/ approve the minutes of the meeting, held on Wednesday 30 January 2019</u> Approval was proposed by Cllr. Taylor, seconded by Cllr. Crossley, Resolved</p>	
<p>5. Matters Arising from the PCM Minutes of 30 January 2019 not covered as separate Agenda items: There were no matters arising from the Minutes.</p>	
<p>6. To receive reports from: 6.1 Governance & Policy Development Working Group <u>Data Protection items</u> Security Incident Policy - This was printed off and signed. Incident Response Form - there have been problems obtaining a draft to be used. Chair and the Clerk to deal with this. AP DBA and JW to progress this.</p> <p>6.2 Village Hall Liaison Group Meeting held on 11 February. Various items were discussed including:- Christmas lights. Village Hall representatives stated that not enough time was given to create a better display in the grounds, Funding - more liaison needed between the Village Hall and the Parish Council, so that a better idea re. contributions could be discussed. The Village Hall Committee element were informed that more building work is needed on the back wall of the Hall and work on the coping stones at the front of the Hall is needed. Regarding the cellar steps - Cllr. Hanson (GH) has agreed to jet-wash them to make it easier to use them</p>	<p style="color: red;">DBA/JW/27/03/2019</p> <p style="color: red;">GH/27/03/2019</p>

<p>The next meeting will be in 3 months time.</p> <p>6.3 Property & Assets Maintenance Group (PAMG)</p> <p>a. Village Hall. Cllr. Bath reported that PAMG are still having conversations with David Crighton, who at present is the preferred contractor. If no positive progress is received then an alternative will have to be found. AP Cllrs. Bath and Taylor progressing this</p> <p>Car Park - This has now been dealt with, Cllr. Bath has spread 20 tonnes of road planings, to improve the surface and fill any holes. AP Cllr. Bath has progressed this</p> <p>b. The War Memorial - This is still with the Solicitors, who have been contacted by Cllr. Bath, to push them into moving forward. John Sugden of Auker Rhodes is also going to push them. John Sugden has also been asked to give a quote for valuing the Village Hall Car Park, along with the War Memorial, so that as and when progress is made, they can be added to the Asset Register. AP Cllrs. Bath and Taylor progressing this</p> <p>c. Parish field on Preston Lane - Cllr Bath reported that attempts had been made to do the work in the wetland area, but due to the ground condition, work has had to be postponed until the weather is drier. AP Cllrs. Bath and Taylor progressing this</p> <p>6.4 Village Hall Management Committee Meeting Meeting to be held on Monday 4 March 2019.. Notice regarding food waste Draft Notice prepared regarding food waste. It was decided that the wording needs to be stronger, so another draft to be prepared. AP Cllr. Crossley and the Clerk progressing this.</p> <p>6.5 Estates and Playgrounds</p> <p>6.5a Glencoe Estate Report received of broken glass and dog waste in the Play area.</p> <p>6.5b St Aidan's Damaged tree Mr. Winn has removed branches from the field</p> <p>6.5c. Whitehouse Estate. Cold Calling lamppost signs. Cllr. Bentley has erected 2 new signs, the remaining 2 may be erected at the bottom of Whitehouse Crescent and Whitehouse Drive. AP Cllr. Bentley progressing this</p> <p>6.5d. Queen Street Estates Notice Board. The new notice board has had to be returned as the company mistakenly sent a wall-mounted model. A replacement has now been received and will be erected by Cllrs. Bath and Bentley. AP Cllrs. Bath & Bentley to progress this</p> <p>Email to Mrs Mellor. No reply has been received</p> <p>6.5e. Little Preston – There was nothing to report..</p> <p>6.6 Communication and Media</p> <p>6.6.a Website Policy documents These are now on file. Missing Audit items still to be sent to Alistair . Clerk to deal with these as soon as possible. AP Clerk to progress this</p> <p>6.6.b Social Media - Cllr. Hanson reported that these sites are ticking-over...</p> <p>6.7 Swillington Educational Charity – Trustees Report. Meeting to be held on 5 March 2019.</p>	<p>DBA/JT/27/03 2019</p> <p>DBA</p> <p>DBA/JT/27/03 2019</p> <p>DBA/JT/27/03/ 2019</p> <p>BC/JW/27/03/ 2019</p> <p>AB/27/02/2019</p> <p>DBA/AB/27/03/ 2019</p> <p>JW/27/03/2019</p>
<p>7. To receive information on the following ongoing issues and decide further action where necessary.</p> <p>7.1 Highway Matters -</p> <p>7.1a Safety on Whitehouse Lane & Traffic speeds through Great Preston. It was reported that an accident had occurred recently on Whitehouse Lane, near to the repaired section.</p> <p>(2) Speed Indicator Device (SID) Cllr. Bentley reported that the request for a Speed Indicator Device (SID) has had to be escalated to a Level 2 Complaint, which Cllr. Bentley is dealing with, supported by Ward Councillor Mark Dobson. AP Cllr. Bentley is progressing this</p> <p>7.1b Whitehouse Lane Parking Issues (Grassed areas) Work at one of the properties is still ongoing.</p> <p>7.2 Police Crime Statistics. There was nothing to report.</p> <p>7.4 Security Matters - archiving of documents Cllr. Crossley and the Clerk are dealing with this. AP Cllr. Crossley and the Clerk are progressing this</p> <p>Use of new galppc e-mails etc Work is ongoing.</p>	<p>AB/27/03/2019</p> <p>BC/JW/27/03/ 2019</p>

<p>8. To receive and consider any current planning proposals</p> <p>8.1 10/01412-14/03823RM Biffa Site-Footpath along the North West side of the Biffa site. It was reported by Cllr. Bath that the builder appears to have cleared-off all his actions, manhole replaced etc</p> <p>8.2 19/00543/FU/E 2 storey side extension and attached double garage to other side, with dormer window to front, canopy to length of front elevation, at 42 Whitehouse Avenue. Parish Council contacted by neighbour for advice and it was agreed to ask if notice had been placed on nearby lamp post, had anyone else been informed. Cllr. Dobson could be contacted, also free advice may be available from a solicitor if sought by the complainant AP Clerk to contact the neighbour</p>	<p>JW/27/03/2019</p>
<p>9. New Agenda Items</p> <p>a) Striking -off Agenda Items with nothing to report This to be dealt with by Cllr. Bath and the Clerk AP Cllr. Bath and Clerk to progress this</p> <p>b) Parish Council Membership - email received from Debbie Oldham of LCC requesting confirmation of listed Parish Council Members. Clerk replied confirming names on the list. AP Clerk progressed this</p>	<p>DBA/JW/27/03/2019</p>
<p>10. Environment – to receive reports and updates on the following</p> <p>10.1 In Bloom. Reports of meetings. No Meetings had been held. Next meeting is to take place on Wednesday 5 March 2019 Litter Pick - This has been arranged for Sunday 17 March 2019, supported by LCC on the day. Refreshments to be served in the Village Hall afterwards. Notices to be posted in advance. It was reported that Great British Spring Clean is to take place from 22 March until 23 April. Cllr. Bentley is to contact Primary School and Brigshaw School re. their involvement. AP Cllr. Bentley to progress this</p> <p>10.2 Peasecroft Wood. There was no further update on the Wood management at this stage.</p> <p>10.3 St. Aidan’s Country Park. There was nothing to report. .</p> <p>10.4 Wildflower Meadow off Fleakingley Lane and Parish Field on Preston Lane</p> <p>a) Parish field on Preston Lane - This was discussed under Item 6.3c</p> <p>10.4b Possible improvements to the Wild flower Meadow off Fleakingley Lane Cllr. Bentley has submitted funding applications to both Pocket Parks scheme and Urban Buzz. A contractor has been approached to rotovate the designated areas of the meadow in the first week of March. Total cost expected to be approximately £360 for rotovating all the areas. Volunteers from the Village will be needed to then dig-out pernicious weeds, rake and prepare the ground. Urban Buzz have confirmed that they will provide wildflower seeds in support. The condition to all this is that the newly prepared areas cannot be cut until September/October.</p> <p>10.4c Pocket Park Grant - As above.</p> <p>10.5 Public Rights of Way. Footpaths Walk. Cllr. Crossley to arrange a date for the Walk. AP Cllr. Crossley to progress this</p> <p>10.6 Littering, fly-tipping and dog fouling. Littering - Bags had been left by the bin on Fleakingley Lane and were removed by LCC after report made by Cllr. Bentley as a fly-tipping request. He has hopefully resolved the problem so that no further bags of collected plastic, cans and bottles from the wood are left there. Bags fly-tipped off-Wood Lane, just past the Hollinhurst Wood entrance (party plates, cups, food, etc.) Reported to LCC for removal. AP Cllr. Bentley progressed this Dog Fouling - A complaint had been made by a resident of Whitehouse Crescent about Dog fouling in the neighbourhood. This was passed on to the Dog Warden service (Environments and Neighbourhood team) by Cllr. Bentley with a request to consult on possible courses of action for the Parish. AP Cllr. Bentley is progressing this</p> <p>Dog fouling is also occurring on the Preston Lane Parish Field. The possibility of obtaining a waste bin and signs was discussed.</p> <p>10.7 Maintenance of trees on roadside and within the copse at the top of Wood Lane, near to the parking area Cllr. Bath has offered to trim some of the overhanging branches. AP Cllr. Bath to progress this</p> <p>10.9 Christmas lights, etc. Cllr. Bath had site meeting with Harry Rhodes of LCC lighting to discuss lamp post motifs. Some lamp posts have already been converted for connection and the rental cost of these would be £218 per motif per season. To modify a lamp post is £285 After discussion it was agreed to go ahead and was proposed by Cllr. Hanson, seconded by Cllr. Blackburn, Resolved. AP Cllr. Bath to progress this</p>	<p>AB027/03/2019</p> <p>BC/27/03/2019</p> <p>AB/27/03/2019</p> <p>DBA/27/03/2019</p> <p>DBA/27/03/2019</p>
<p>11 Finance - February 2019</p> <p>11.1 Parish Precept 2019/20 Precept form was completed and returned to LCC</p> <p>11.1a To receive and consider the financial accounts</p> <p>11.2 Recommend payment of Clerks salary and expenses February 2019</p>	

<p>Salary February 2019 £160.00</p> <p>11.3 February 2019 spend reconciled to Invoices/the parish council bank Statements</p> <p>.</p> <p>11.4 Agree payment items. a) Defibrillator and Cabinet. Information obtained by Cllr. Bath and a number of quotes had been obtained. After discussion it was proposed to order a unit by Cllr. Crossley, seconded by Cllr. Taylor, moved. AP Cllr. Bath to progress this</p> <p>11.5 VAT reclamation position (Quarterly reclaims) October/January claim to be made. This will eventually be placed on the new electronic Book-keeping system</p> <p>11.6 To receive record of Credit Card Payments. There were no transactions made.</p>	<p>DBA/27/03/19</p>
<p>12. To receive any other Correspondence & Communications and any further meetings/training attended by Members and the Clerk.</p> <p>a) Imagesbyhand.com- parish map, email received. b) Clerks and Councils Direct. c) CPRE Newsletter, Issue 25. d) CPRE Campaigns update. e) NALC Open letter to Councillors. f) NALC Chief executive's bulletin. g) White Rose Updates January and February 2019 h) Community 1st Yorkshire, survey. j) Invitation to Planning Conference 26 March 2019 k) Training Programme March-April 2019, YLCA l) YLCA Survey re. Anti-social on street parking. m) Email from YLCA, Proposed review of Localism Act. n) YLCA 75th Anniversary. Information re. elections, grants/funding, etc.,</p>	
<p>13 Matters for the next Meeting. PC Accounts system to be electronic by the next financial year. Agenda for April meeting to be produced earlier. Election posters to be produced and displayed</p>	

14. Date of Next Meeting – to consider and agree dates of future meetings of the Council.

The Next meeting will be held on Wednesday 27 March 2019.at 6.30 pm

Meeting closed at 9.15 pm

Chair.....

Date.....