



**DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY  
26 FEBRUARY 2014 IN THE ELDERS COMMUNITY CENTRE,  
ST AIDANS ESTATE, GREAT PRESTON. MEETING COMMENCED AT 18.30hrs.**

=====  
[www.greatandlittlepreston-pc.org.uk](http://www.greatandlittlepreston-pc.org.uk)

**MEMBERS PRESENT:** Cllrs Wallace, Taylor, Blackburn, Webster.  
The Clerk was absent due to illness the Chairman continued to carry out her duties.

**1. CHAIRMANS WELCOME AND OPEN MEETING:**

Chairman welcomed everyone and opened the meeting.

**2. TO RECEIVE APOLOGIES**

Cllrs Bath and Dickinson – Holiday. Cllr Beattie – illness.

**RESOLVED** The apologies were unanimously accepted

**3. LATE ITEMS FOR THE AGENDA** - *To identify items which have been admitted to the agenda by the Chair for consideration. The reasons will be given in the minutes.*

**a) CONSULTATION ON THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014.**

**b) PLANNING APPLICATION P14/00846. See 13e.**

**4. TO RECEIVE DECLARATIONS OF INTEREST**

As a member of the In Bloom group Cllr Webster declared an interest in Items 14c & 15a.

**5. OPEN SESSION** Local resident, Mr. Stewart Fawcett, entered the meeting and asked if something could be done regarding speeding traffic on Berry Lane. He was particularly concerned at the restricted view exiting the junction of St Aidans Road. The meeting agreed to discuss the matter under Highways and the gentleman would be informed of the decision. Mr. Fawcett left the meeting.

**6 TO RECEIVE** *the minutes of the Parish Council Meeting held on 29 January 2014.*

It was pointed out that Cllr Crossley had been missed off the list of attendees.

**RESOLVED:** After Cllr Crossley's name was added, the minutes of the meeting were accepted as a true record.

**7 MATTERS ARISING** *from the PCM minutes of 29 January 2014. – information only*

14a) Extra Grit bins have not been ordered. Item to remain on agenda.

14b) The Chairman had contacted Harry Rhodes regarding Christmas Lights on live trees for 2014. He agreed to meet at a mutually agreed time later in the year.

16b) ***The Precept*** 2014/15 application has been sent off and acknowledged.

16.2b) **Parish Elections.** After the chairman asked the question at the last Annual Parish and Town Council Forum, information has been received from the Electoral Office regarding Parish Elections.

This is assuming a General Election is called in May 2015 which is the end of the governments 5 year term.

Parliament has rescinded the law requiring Parish Elections to be held 3 weeks after a combined Parliamentary/Local election. In May 2015 the Parish Elections will take place along side the aforementioned elections. If there was a contested Parish Election in 2015 the Parish Council would have to pay the cost of its own election and an equal part of the combined costs. If the election is not contested the Parish Councillors are returned unopposed and there is no charge.

Members should be aware that if a contested election was called mid term it would be the sole responsibility of the Parish Council to pay full costs, this includes the Polling Station at Swillington where Little Preston residents would vote. The worst case scenario the Parish Council could face a bill of £4750.

## **8.VILLAGE HALL**

### **a) To receive report of Village Hall Management Committee (VHMC) meetings.**

There were no members of the VHMC present.

### **b) To receive report of meeting with VHMC,**

The VHMC suggested a date of February 12 to meet members of the PC.

Cllrs Wallace and Dickinson attended.

Notes of the meeting attached to the minutes. They are not a verbatim report of the meeting. There was some disagreement regarding the interpretation of the constitution especially around naming of meetings and who qualifies to be a member of the committee.

The representatives of the VHMC were again reminded they were managing a Parish Council asset on behalf of the community.

The constitution was only set up in 2011. The Parish Council was not consulted. Asked why there was no constitution before this date, the reason given was that the same people on the committee were also members of the Parish Council.

Correspondence from YLCA dating back to 2003 were produced by the VHMC treasurer. It was pointed out the content of the documents were superseded in 2011 with the introduction of the Localism Bill and the constitution should have been drawn up taking that into consideration.

Councillor Wallace reminded the meeting that no individual could make decisions on behalf of the VHMC or the Parish Council. Both parties should give reports to their respective members and the majority will decide the outcome. He also added that the Parish Council had no issue with the VHMC over the day to day running and upkeep of the Hall or how they managed their finances. He was more concerned with the long term management and putting into place more security for both the PC and the VHMC.

Councillor Dickinson suggested that only a few changes were needed to the constitution, mainly for clarification.

Concern was raised over decision making at future meetings. Recent illnesses of two members of the VHMC which brought the active number of members down to five and a quorum is four one of which must be an officer.

**RESOLVED:** After discussion it was decided to request further talks with the VHMC but this could only be done after the VHMC had their next ordinary or extraordinary meeting and informed the PC of the decisions of their members.

It was also agreed to contact the YLCA for advice.

**It should be noted that the YLCA will only communicate with the Clerk or Chairman of the Parish Council.**

**c) Car Park.** As soon as tarmac scalplings were available 40 ton would be ordered for the car park. This is being done in partnership with Woodend Nurseries.

**RESOLVED:** Cllr Bath will co-ordinate when he returns from working overseas.

**d) Car Park Lease.** A copy of the lease was given to the secretary of the VHMC with a copy of the PC February agenda.

**e) Car Park Fence.** It was reported that the fence was in a state of disrepair and a potential hazard. It was unsure whether this was the landlords responsibility.

**RESOLVED:** In the absence of the Clerk, the chairman will check the lease to ascertain the responsibility and contact either CISWO or the VHMC. It was unanimously agreed to share the costs of the repairs if the maintenance was not the landlords responsibility.

## **9. ESTATES and PLAYGROUNDS**

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

The chairman was contacted on February 06 by a resident of Glencoe Garth who was very unhappy with the standard of work and the condition of the house after the contractors had carried out a rewire.

After visiting the house a report and photographs were sent to all concerned including a local councillor.

The residents were visited by an officer of LCC and promises were made to the satisfaction of the occupants.

**RESOLVED:** To monitor the situation and the outcome will be reported at the next meeting

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

**a) To consider *Playground Inspections.*** Weekly inspections carried out, nothing to report

**b) To receive *report on progress with work at rear of Valley Drive.***

Most of the trees along The Lines at the rear of the properties have been cut down. Still three trees to be removed. Clearance of the bank still to be carried out by LCC before any discussions on a management plan can take place. Enough residents are interested in forming a committee.

**RESOLVED:** Chairman to follow up and report back.

## **10. COUNCIL WEBSITE and BROADBAND**

**a) To receive *updates.***

Cllr Webster reported problem with site had been resolved and was almost up to date.

**b)Broadband to receive update.** Further correspondence between residents, Cllr Bath and Cllr Mark Dobson. No improvements to date.

Location of Cabinet 19 is on Station road near the junction with Ramsden Street. Cabinet 19 is the one serving Great Preston and is supposed to be upgraded by January 31. There has not been any activity in the area to date.

It was noted some Little Preston residents have been notified of an improved service from January 28 2014.

This was brought up at the July 2013 meeting, correspondence and link to petition for faster broadband for West Yorkshire ([www.superfastwestyorkshire.co.uk](http://www.superfastwestyorkshire.co.uk)). were recorded in those minutes. 17000 people in West Yorkshire have signed the petition. The contact address for BT and the Infinity service is:-

**BT Correspondence Centre, Providence Row, Durham, DH98 1BT.**

## **11.SWILLINGTON EDUCATIONAL CHARITY**

### **a) To receive Trustees report of meetings**

No meetings were held in February. The sale process is in the hands of the Solicitors and Charity Commission.

An article was published in the February edition of the Rothwell Record.

All the minutes from July 2012 to date are now on our web site and Swillington PC have put the link on their site.

## **12)HIGHWAY MATTERS –**

**a) To receive report of any incidents at Junior School.** None reported although parking was still an issue.

**b) To consider response from Highways on outstanding issues.** Highways have still not responded to request for information on 2014-15 allocation of funds to extend parking restrictions at the Junior school. The improvements were agreed in 2012.

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

**a) 11/01713 Kensington Place (Hollinhurst).** Work was progressing

**b) 10/01412 Biffa Site.** Nothing to report.

**c) Site Allocations.** Ongoing. Report with Government inspector. Issues on Traveller sites and affordable housing raised by the inspector are being addressed by LCC. Further consultation period scheduled for the autumn of 2014.

**d) 13/04572 The Old School, Preston Lane Change of use to 5 bed dwelling.**

Work is progressing

**e)LATE ITEM 14/00846 added due to documents arriving after agendas published and any comments from the PC had to be submitted before next meeting.**

**RESOLVED:**After examining the documents it was unanimously decided **not** to submit comments as the PC had not been approached by the applicant, neighbours or residents. The progress of the application will be tracked.

All planning information is available on LCC web site--Planning --Public Access

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

**a) To consider. Consultation on the openness of local government bodies regulations 2014.**

**Late Item added due to information received after agendas published. Information sent to members prior to meeting. Although Town and Parish Councils are not included in consultation, NALC will include any concerns in their response but deadline given by Central Government is March 7th.**

**RESOLVED.** Members agreed to forward any concerns to the Chairman who would pass on to YLCA/NALC before March 5.

**b) To consider *conditions of funding for the Wildflower Meadow and resolve the following.***

Prior to the meeting all members were issued with a letter and explanatory notes from Groundwork outlining the conditions of the grant. (Copies attached to the minutes)

- i) To agree the scope of the works outlined in the budget cost estimate and layout/landscape proposals presented to members at the November PC meeting.
- ii) To agree the Fleakingley Lane Wildflower Meadow scheme.
- iii) To agree to work with Groundwork Leeds in obtaining definitive costs for the works.
- iv) To agree in principle to act as factor contractor to Groundwork Leeds for the implementation of the works.
- v) To note that, as the the land is owned by Great and Little Preston Parish Council , all the VAT on its construction will be fully reclaimable by the PC.
- vi) To note the Project Management and Contract Administration fee and to note also that this will be retained by Groundwork Leeds at source.

**RESOLVED: It was unanimously agreed to accept the conditions 14a) i to vi.**

**c) To consider *request from In Bloom group to position, 'PRESTON CORNER' engraved stone at the junction of Berry Lane and Preston Lane.***

Members were advised that this was Leeds City Council land, maintained by Continental Landscapes. There would have to be a ground search for underground services and highways involvement regarding sight lines and road safety. A licence for structures at the side of the highway would be required. All the information has been given to the In Bloom group.

**RESOLVED:** The Parish Council fully supports the project on condition the correct legal procedures are followed and documentation obtained. This is a requirement of the PC insurance policy for both assets and public liability. The PC will assist in anyway it can.

**d) To consider *problems with visitor parking on Astley Lane.***

There had been several complaints of illegal parking and damage to grass verges at the entrance to St. Aidans Country Park.

The Chairman took photographs and wrote a report on the issues. These were sent out to all members, the complainant and a Ward Councillor. (Copy attached to minutes). The original complaint was regarding the damaged verges which now stretch for over 100mts but there were more issues regarding road safety and the impact of the new development adjacent to the entrance. No response to the Parish Council from Leeds City Council to date. The chairman suggested this was a long term problem as the report points out.

**RESOLVED:** After discussion it was unanimously agreed to send the report to all connected with the site and the issues surrounding it. This would include Highways Planning, Police, RSPB, Local Ward members, neighbouring Parishes and other interested parties which includes the press. In line with the Parish and Town Council Charter the Parish Council would expect to be involved in any discussions or site meetings.

**e) To consider *use of covert cameras'*** The chairman reported covert cameras had been fitted at a site within the Parish. The site has been blighted with fly tipping. As a notice from LCC had been posted to warn people. A resident contacted the Chairman regarding the cameras and that a lady had been fined for dog fouling.

**RESOLVED:** The members were unanimously in favour of any enforcement and did **not** require LCC to inform them of the siting of covert cameras. The fewer people know about the cameras the better.

**f) To recommend *the purchase of the new dog fouling/litter notices introduced by LCC.*** Images were shown to the members. The new metal notices have a lot more information on and a contact number. They also warn cameras and patrols may be in the area. LCC would provide and install at locations agreed with the Parish Council.

**RESOLVED:** It was unanimously agreed to request quote for 15 notices to site throughout the Parish. It was also agreed to get quote for 2 new litter bins. One for Glencoe and one for St, Aidans playground.

## **15) ENVIRONMENT**

**a) In Bloom. To receive *report of meetings.***

The February meeting was cancelled. Next meeting March 5 at 7pm in The Elders.

The spring judging will probably be between March 31 and April 17.

This gives 3 Sundays to arrange a community litter pick, March 30, April 6 or 13.

**March 30 is Mothering Sunday.** Which leaves the April dates subject to confirmation by the group April 6 was suggested. Members of the group suggested an early date to take advantage of the daffodil displays.

**RESOLVED:** It was agreed the Parish Council would fund the refreshments in the Village Hall after the community litter pick.

**b) Peasecroft Wood. To receive *report.*** See 15d.

**c) St. Aidans Country Park. To receive *update and report from meetings.***

There has been no progress, the Car Park and Visitor Centre are still closed. Rumours that opening is imminent are unfounded. See 14c.

**d) To receive** report of S106 Green space projects agreed with Parks and Countryside. No updates have been received from Vicky Nunns.

**RESOLVED:** A meeting is to be arranged with Vicky Nunns and Ward members. As there is little or no feedback on the S106 projects which include management plan for Peasecroft Wood, Hollinhurst Wood and Glencoe playground improvements.

**15:1 Allotments To receive *reports.*** Nothing to report.

## **16) FINANCE:**

**16:1 To recommend *payment of***

**a) Clerks Salary and expenses February**

**Salary £160. 00**

**b) Grit Salt**

**£ 77. 80**

**c) Notice Board repairs**

**£318. 85**

**Members were asked to note .** The notice board cost includes the complete renewal of the wind destroyed Whitehouse Avenue notice board. Materials were bought in bulk with a view to refurbishment of the remaining notice boards where required. There is enough paint, board and fixings to do two more hence the cost for these will be considerably less.

**RESOLVED:** It was unanimously agreed to pay the invoices above.

**16:2a) Bank statements** were made available for perusal.

**b) To consider council tax increase.**

LCC had announced a 1.99% increase in Council Tax. This did not include the Parish, Police and emergency service precepts. **The Parish precept charge will be the same as 2013/14 and will not be affected by any other rise in Council Tax.** It was also announced that rents across the board would be increased by around 6% and council tax support would be decreased. Recipients would be asked to pay 26% against the 19% they paid in 2013/14. Full details can be found on LCC web site.

**RESOLVED:** Members were requested to be aware of any hardship caused by the increase and report back to the meeting.

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

**a)** Local Crime statistics for February. Only one incident reported. Criminal Damage to a car in Clover Close.

**b) Campaign to Protect Rural England now has its own website.**

[Http://westyorkshire.cprelocalgroups.org.uk/](http://westyorkshire.cprelocalgroups.org.uk/)

**18. TRAINING COURSES and MEETINGS**

**To receive reports:-**

**a) Police Contact point meetings.**

These were felt to be of use to residents by making them aware of crimes in the area and giving information regarding keeping homes safe. It has been decided to hold them at the same time as the monthly NET coffee mornings with police and Parish Councillor in attendance. Usually the third Monday of the month

**The next meetings will be on Monday 17 March between 10am and noon in the Elders.**

**b)To receive. Information for 2014 YLCA and LCC training courses .** Members will be informed when courses are available

Cllr Blackburn attended course for new councillors on 4 December and provided members with the course hand outs.

**c)To receive reports of meetings.**

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

**a)** Cllrs Blackburn and Webster were given copies of the Royal Mail PAF documentation to pursue the campaign to re instate Little Preston into the postcode.

**b)** The Chairman had obtained the last 10 winter warmth packs provide by the Area Committee and NET. They were delivered to the most vulnerable who were ladies on their own with ages ranging from 85 to 95. Unfortunately we missed out again and a further 20 would not have gone amiss.

**20. DATE OF NEXT MEETING.**

**The next meeting will be held on 26 March 2014 at 1830hrs**

**22. CLOSE MEETING.**

Meeting closed at 21. 05hrs

Chair.....

Date.....

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

[www.greatandlittlepreston-pc.org.uk](http://www.greatandlittlepreston-pc.org.uk)

*Ian Wallace* Standing in for Clerk.