



**DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON  
WEDNESDAY 29 January 2014 IN THE ELDERS COMMUNITY CENTRE,  
ST AIDANS ESTATE, GREAT PRESTON. MEETING COMMENCED AT 18.30hrs.**

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**MEMBERS PRESENT:** Cllrs Wallace, Dickinson, Taylor, Blackburn, Webster.  
The Clerk was absent due to illness, Cllr Dickinson agreed to take the minutes.

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

Chairman welcomed everyone and opened the meeting.

**2. TO RECEIVE APOLOGIES**

Cllr Bath – Holiday. Cllr Beattie – family bereavement.

**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.

**RESOLVED** There no late items.

**4. TO RECEIVE DECLARATIONS OF INTEREST**

As a member of the Village Hall Management Committee Cllr Crossley declared an interest in Item 8.

As a member of the In Bloom group Cllr Webster declared an interest in Item 15a.

**5. OPEN SESSION** No members of the public were present.

**6 TO RECEIVE** the minutes of the Parish Council Meeting held on 27 November 2013.

**RESOLVED:** The minutes of the meeting were accepted as a true record.

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

**12b)** After a year of trying to get LCC Highways to complete new signage at the junction of Whitehouse Lane and A642. The offending small tree has been removed and the sign positioned 5 metres from where the tree was !!!!!!!.

**14b)** Grit bins have not been ordered. Item to remain on agenda.

**8. VILLAGE HALL**

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

Cllr Crossley was not present at the last VHMC meeting.

Copy of the minutes distributed. It was noted that the Committee had donated £100 each to the Football Club, Cricket Club and Preston Players for the second year running. A vote of thanks was passed for the Committee continuing to support our community groups. It was also noted the Committee would contribute £140 towards the car park repairs.

**b)** The proposed December 4 meeting between the PC and VHMC was not suitable to the VHMC. It was suggested by the VHMC chairman a date be arranged in the new year

Copies of VHMC Constitution distributed to members, letter from VHMC treasurer was attached to November minutes. After discussion it was agreed to suggest to the VHMC, in the interest of openness and transparency, the following amendments to the constitution –

- 1) All meetings should be open meetings with a set time for members of the public to speak.
- 2) Notice of ordinary meetings and agendas posted prior to meetings in a conspicuous place.
- 3) The wording referring to monthly committee 'general' meetings to be changed to 'ordinary' meetings.

**RESOLVED.** It was agreed the Chairman (in the absence of the Clerk) would write to the Secretary of the VHMC to request a meeting where a full discussion on matters could take place. At least two Parish Councillors to attend.

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. Cllr Bath will coordinate when he returns from holiday.

**RESOLVED.** It was agreed to purchase the scalplings at a cost of around £280

## **9. ESTATES and PLAYGROUNDS**

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

Nothing to report.

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

a) **To consider** Independent six-monthly inspection was carried out in December. No major problems reported.

**RESOLVED:** Minor defects to be rectified before next visit in May.

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

All the trees along The Lines at the rear of the properties have been cut down.

There now seems little interest in forming a management group with LCC.

**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.

Report and presentation photos of our Postmistress receiving her awards were available to view.

Update on housing site allocations will be on the site shortly.

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

The latest Trustees meeting was held on 14 January, draft minutes included in the PC Minutes Book.

The Charity has successfully applied for first registration of the land with the Land Registry, The three Councillor trustees, Cllr Wallace from G&LPPC, Cllr Woodhead from Swillington PC and Cllr Dobson from LCC are named on the documents

An article will be appearing 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.

**b) To consider** response from Highways on outstanding issues.

LCC Highways and Ward members had been emailed with regard to the unfinished work on Whitehouse Lane/A642 junction.

**RESOLVED:**The main sign which measures 4.5mts x 1.3mts on the A642 opposite the junction has now been installed.

They were also asked if the work at the junior school had been programmed for 2014/15. No further response from highways until budgets set for 2014-15.

### **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

**d) 13/04687 The Poplars, Goody Cross Lane** rear extension.

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

**Application approved**

**f) 13/05039 6 Low Farm, Great Preston** [Two storey/single storey front/side extension](#)

**Application refused.**

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

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

**a) To consider** extra grit bins for Queens Court, top of Whitehouse Drive and Whitehouse Crescent.

**RESOLVED:** After discussion it was agreed to obtain extra bins at an approximate cost of £450 unless LCC could provide cheaper. Either way the Parish Council would be responsible for replenishing stocks.

**b) To consider** complaint via web site from resident regarding siting of Christmas Tree. Complaint read out to meeting and Chairman's reply (both attached to minutes).

The matter was discussed at length and for the reasons stated in the Chairman's reply it was unanimously agreed the tree would stay where it is for the foreseeable future.

It was also agreed to look into illuminations on live trees. LCC will provide lighting on living trees providing there is a street light nearby. Great Preston has several lamp posts with outgoing sockets attached. Extra cost will be incurred if an electrical socket has to be fitted to street light.

**RESOLVED:** LCC will be invited to visit, look at the possible sites and price up for extra lights for 2014.

Cllr Dickinson offered to pursue sponsorship.

## **15) ENVIRONMENT**

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

The group met on January 15. Copy of minutes included in the PC Minute Book.

The extra tubs and compost have been purchased with proceeds of grants from the Area Committee Small Grants and the Parish Council. The group were reminded of the terms of the funding agreement regarding the grant from the Area Committee and make sure they were complied with. Article published in February issue of Rothwell Record.

It was agreed 3 more tubs were to be purchased for Little Preston.

Work has started to brighten up the bed at Preston Corner. A £250 grant from the Proceeds of Crime has been secured to finance the project.

Work is continuing on the overgrown trees on Whitehouse Lane.

### **b) Peasecroft Wood. To receive** report.

See d)

### **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.

### **d) To receive** report of S106 Green space projects and Wild flower meadow.

An update has been received from Vicky Nunns, but as yet no decisions have been made. Report will be attached to draft minutes. The process began in December of last year.

**RESOLVED:** A meeting 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 and the wildflower meadow.

### **15:1 Allotments To receive** reports

Meeting held on December 2. Nothing to report.

## **16) FINANCE:**

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

<b>a) Clerks Salary and expenses December</b>	<b>Salary £160. 00</b>
<b>Refreshments for Remembrance Day.</b>	<b>20. 93</b>
<b>Postage</b>	<b>60</b>
	<b>£181. 53</b>

### **b) Clerks Salary January**

**Salary £160. 00**

#### **Cheques**

<b>c) Christmas Lights Switch on Refreshments (New Inn)</b>	<b>£ 65. 00</b>
<b>d) Payment to Chairman for Silver Salver and engraving (Garforth Cobbler)</b>	<b>£ 86. 50</b>
<b>e) CPRE membership</b>	<b>£ 29. 00</b>
<b>f) Presentation refreshments (New Inn)</b>	<b>£ 116. 70</b>

### **16:2 To consider**

**a)** Two month accounts and year end prediction not available due to illness. Bank statements are available for perusal.

### **b) SETTING OF PRECEPT 2014/15**

The PC has now received all the information from Leeds City Council to be able to request a precept for 2014-15.

All members present received an information pack and options prior to the meeting. After discussion of the options it was agreed to request a precept of £8570 which means there will be **NO increase in 2014/15** on the portion of council tax residents pay to the parish Council. The Chairman pointed out that there was a real possibility that Leeds City Council would be increasing the overall council tax by 2%. This would **NOT** affect the amount paid to the Parish Council. The levy on parishioners will remain the same as 2013/14

**RESOLVED:** That in the absence of the Clerk the chairman completes the precept application for £8570 and returns to LCC before February 14 2014

**c) To recommend** starting a reserve fund to cover Parish Election and Parish Hall building maintenance.

The chairman outlined the necessity of such a fund.

#### **i) Elections**

If the Parish holds a contested election of Parish Councillors they are responsible for the costs of that election which is run on the same lines as district (LCC), Parliamentary and European elections. The cost can run into five figures if the election is for Parish Councillors only. If the Parish elections are combined with any other, the PC will pay a proportion of the cost but this would still be a four figure sum. This is also true if a single seat is contested mid term and ten electors request an election.

The next PC elections are in May 2015. If there are more candidates than seats the cost will be shared with the parliamentary and district elections. If there is the required number or less there is no reason to hold an election and there will no cost.

There is some confusion on whether the Parish elections can be held jointly with Parliamentary and district. The Law says not, the PC elections must be three weeks later. The Chairman has contacted LCC and YLCA. Hopefully the situation will be clarified before next meeting.

#### **ii) Parish Hall.**

A requirement of our buildings and public liability insurance is that the structure and other assets are maintained. This has never been budgeted for. Bearing in mind the Parish Hall building is over 100 years old.

It was suggested a survey was carried out on the building. This would have to be carried out by a independent Chartered Surveyor and would be expensive.

**RESOLVED:** It was unanimously decided to start a fund with £2000 immediately. Initially ring fenced within the existing account as security to cover any unexpected expenditure associated with elections and asset maintenance.

The Parish Council would look into opening a separate higher interest account.

The Parish Council would make enquiries as to the requirements and cost of a survey.

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

**a)**YLCA Leeds Branch Meeting. Chairman will be attending Area Committee meeting same day

**b)** Glasdon Brochure.

**c)** Clerks and Councils Direct.

**d)** Leeds in Bloom Posters for children's competition.

**e)** Letter from VHMC secretary confirming 50% contribution to car park repairs.

**f)** Letter from Mrs Goldthorpe thanking the PC and community for arranging the presentation event to celebrate her 50 years as postmistress.

**g)** Local Crime statistics for December

## **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 February and 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 found very interesting. She offered to provide copies of relevant information.

**c)To receive** reports of :--

Parish and Town Council Annual Forum Monday 27 January 2014.

Garforth and Swillington Forum.

Outer East Area Committee 10 December.

The Chairman attended and gave brief report on each.

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

a)Christmas tree lights switch on event was again successful. Thanks to the Preston Players and the New Inn.

b) The presentation event to mark our Postmistress, Marjorie, 50<sup>th</sup> year in the job was well attended by around 80 people and remarkably in a small Parish the surprise element was retained. Len Shakespeare JP presented an engraved silver salver from the Parish Council on behalf of the community. Inspector Jones on behalf of West Yorkshire Police presented a Divisional Commanders Commendation and a bouquet. The Post Office presented a long service award and a bouquet.

Our three ward councillors were invited to attend on behalf of Leeds City Council but unfortunately could not attend.

Reports and photographs appeared in the Yorkshire Post, Evening Post, Pontefract and Castleford Express and the Post Office magazine and can be found on their respective web sites. Reports, pictures and video is also on the Parish Council website. Link below.

The Parish Council would like to thank all who attended from the community, organisations and the press for making it a special day for a special lady.

## **20. DATE OF NEXT MEETING.**

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

## **22. CLOSE MEETING.**

Meeting closed at 20.35hrs

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)**