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2019 PARISH COUNCIL MEETING

Minutes of the meeting of Great and Little Preston Parish Council held in THE ELDERS COMMUNITY CENTRE, St Aidan's Estate, at 18.30 hrs on WEDNESDAY 31 July 2019

Members Present: Cllrs. Bath, Taylor, Dickinson and Blackburn. Also present was the Clerk and local resident Ms. Julie Kelly.

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

Chair welcomed those present and opened the meeting at 18.30 hrs.

Apologies for Absence. There were no apologies..

Declarations of Interest. There were no declarations of interest.

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.

a) Leeds Local Plan - Site Allocation Plan Adoption (see 9.2)

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

Ms Julie Kelly was present as an interested observer.

There was nothing further to report..

Agenda items – Action Points	Action By Date
<p><u>4. To receive/ approve the minutes of the meeting, held on Wednesday 15 May 2019/26 June 2019</u></p> <p>10.7 Email trail re. removal of trees at Wood Lane/Preston Lane . This to be added to Minutes. AP Clerk to progress</p> <p>May Minutes acceptance proposed by Cllr. Dickinson, seconded by Cllr. Taylor, resolved.</p> <p>June Minutes acceptance proposed by Cllr. Blackburn, seconded by Cllr. Dickinson, resolved .</p>	<p>JW/25/09 /19</p>
<p>5. Matters Arising from the PCM Minutes of 26th June 2019 not covered as separate Agenda items:</p>	

<p>There were no matters arising.</p>	
<p>6. To receive reports from:</p> <p>6.1 Governance & Policy Development Working Group Employment, disciplinary policy and grievance arrangements. Acceptance proposed by Cllr. Taylor, seconded by Cllr. Blackburn, Approved. Appraisal Policy paper - all Councillors to read and discuss at the next meeting.</p> <p>6.2 Village Hall Liaison Group (VHLG) The Village Hall Management Committee (VHMC) had been informed that a Parish Council representative would attend when able.</p> <p>6.3 Property & Assets Maintenance Group (PAMG) Assets Register - Cllrs. Bath and Taylor are dealing with this. AP Cllrs. Bath & Taylor progressing</p> <p>6.3a. Village Hall - Car Park. This is on-going. Cllr Bath following it up AP Cllr Bath progressing this</p> <p>Village Hall - After discussion options for spending on repairs was discussed. Suggested ring-fencing £15,000 this year and possibly £15,000 next year. Proposed by Cllr. Taylor, seconded by Cllr. Bath and Resolved.</p> <p>6.4 Village Hall Management Committee Report of Meeting Meeting was held on Monday 29 July 2019. Among items discussed was - dog fouling on grass. Due to failure of cameras it was not possible to police this adequately. AP Acquire estimates for replacements - Cllrs. Taylor/Bath</p> <p>VHMC requested removal of Weddings availability from the PC Website. The presence of a squirrel in the eaves of the inside of the roof space of the hall was mentioned again. The next meeting will be held on 7 October 2019</p> <p>6.5 Estates and Playgrounds</p> <p>6.5a Glencoe Estate. There was nothing to report..</p> <p>6.5b St Aidan's. Mr. Winn reported that playground is in a tidy state, not much rubbish. It was reported that a complaint had been received regarding</p>	<p>DBA/JT/2 5/09/19</p> <p>DBA/25/0 9/19</p> <p>JT/DBA/2 5/09/19</p>

the seats at the entrance to the Estate, near to the notice board, one of which is in a bad state of repair. They are to be inspected by Cllrs.

Cllr. Dickinson to contact LCC regarding ownership.

AP Cllr. Dickinson to progress this

AD/25/09
/19

6.5c. Whitehouse Estate. There was nothing to report..

6.5d. Queen Street Estates - A complaint had been received from a resident regarding a waste bin which had been put in place near to the Kensington estate. Cllr. Taylor informed the complainant that the area in question falls into the Allerton Bywater boundary..

6.5e. Little Preston - Cllr. Blackburn reported that a 20mph sign had been put in place, also a painted sign had been put on the road.

6.6 Communication and Media

6.6.a Website - update Outstanding Annual Returns, etc., Clerk passed these on to Cllr. Dickinson, to be placed on the website. Cllr. Dickinson raised the YLCA Email on requirements of social media, this was passed on to the website Administrator and he will make the required amendments..

She also raised the need for a statement on the website. Cllr. Blackburn agreed to draft this, but it is not Required until 2020

6.6.b Social Media - Cllr. Taylor suggested that information regarding PC Meetings should be placed on Great Preston Corner Facebook. It was agreed that Galppc should post meetings on the GP Corner Facebook and to ask for a link to and from PC to website.

6.7 Swillington Educational Charity – Trustees Report. Next meeting to be held on Tuesday 6 August, some decisions to be made regarding applications for funding.

7. To receive information on the following ongoing issues and decide further action where necessary.

7.1 Highway Matters -

7.1a Safety on Whitehouse Lane & Traffic speeds through Great Preston. The Speed Indicator Device (SID) is now working. Cllr. Bath to look at changing the images.

AP Cllr. Bath progressing this

DBA/25/0
9/19

It was agreed to monitor, with a view to obtaining more as part of the 5 year plan.

7.1b Whitehouse Lane Parking Issues (Grassed areas)

Building work is now finished, the council agreed to leave this item off future Agendas.

7.2 Police Crime Statistics

Cllr Dickinson reported that a total of 13 offences had been recorded during June. A list had been circulated to Councillors.

7.3 Security Matters - Metal Filing Cabinet & archiving of documents. Mrs. Crossley and the Clerk are to meet again In the Village Hall to deal with more documentation.

AP Clerk & Mrs. Crossley to progress

JW/BC/2
5/09/19

New email addresses – Cllr Bath need to log on to his email account

7.4 Defibrillator Cabinet - Update Training to be organised.

7.5 Notice Boards - Fitting/further replacements.

Current information to be placed on the new board. A further board to be discussed.

7.6 Clerk Vacancy - Update. All interviews have taken place, decision to be made.

8. To receive and consider any current planning proposals

8.1 10/01412-14/03823RM Biffa Site-Footpath along the North West side of the Biffa site.

After recent heavy rainfall, no further flooding has occurred. People are still complaining that the link path has not been completed.

It was agreed to leave this item off the Agenda at present.

8.2 19/04110/FU/E One new dwelling to land adjacent 45 Hall Road, Little Preston

No action to be taken by the Parish Council.

9. New Agenda Items

9.1 To recommend - As there is no planned meeting in August, the Clerk, in consultation with two Councillors pay any Invoices received during that period and respond to any urgent requests of repairs. Acceptance proposed by Cllr. Dickinson, seconded by Cllr. Taylor. **Resolved.**

9,2 Site Allocations Plan Adoption (see 2a)

An email was received from LCC stating this was adopted by LCC on 10th July 2019.

10. Environment – to receive reports and updates on the following

10.1 In Bloom. Report of Meetings. Meeting held on

Wednesday 5 June 2019. Minutes to be scanned and sent to Councillors.

AP Clerk to progress this

JW/25/09
/19

10.1a Litter Pick. Report of event. This was a successful event, refreshments were served afterwards in the Village Hall.

The judging took place on Thursday 18 July 2019. The judges seemed impressed with work done in the Parish. Results are expected during September.

10.2 Peasecroft Wood. There was nothing to report.

10.3 St. Aidan's Country Park. St Aidans 10k race was held on 5th July 2019

10.4 Wildflower Meadow off Fleakingley Lane and Parish Field on Preston Lane

10.4a) Parish Field project Update Enquiries re. ownership of 2 acres of land adjoining the Parish field was discussed. Cllr Blackburn requested that ownership of the 2 acres (approx) of land adjoining the Parish Field should be sought, and possibly acquiring the land at no cost to the Parish Council.

Proposed by Cllr. Taylor, seconded by Cllr. Bath, 1 approved, 1 abstained .

Use of Parish Field, terms and conditions etc. To be discussed at the September meeting.

10.4b Wild flower Meadow - Update - Favourable comments had been received from various Parishioners.

Cutting of the field is due in September.

10.5 Public Rights of Way.

Footpath no. 4 to be walked, hopefully, in September. In Bloom may wish to organise this.

10.6 Littering, fly-tipping and dog fouling.

Littering - There was nothing to report.

Fly Tipping - There was nothing to report.

Dog Fouling - Signs to be placed in the grounds of the Village Hall

10.7 Christmas lights, etc. Update - The switch-on will take place on Thursday 21st November at the Village Hall, with refreshments served afterwards in the New Inn.

Funding for all the Christmas lights was discussed, including the potential withdrawal of funding from LCC, following a change in management. Investigation into sponsorship to offset costs is progressing.

11 Finance - July 2019

11.1 Year end Accounts. Annual AGAR Documents not completed yet, letter received from Littlejohn's requesting the completed documents.

11.2 Recommend payment of Clerks salary and expenses July 2019

Salary July 2019	£160.00
Expenses - Copy Paper £2.75, punched pockets £1.25, Waste bags for bins @ Wildflower Meadow £12.39 + £3.10 vat = £15.49, Postage £2.91	£22.40

11.3 July 2019 spend reconciled to Invoices/the parish council bank Statements

11.4 Agree payment for listed items.

- a) YLCA Courses, £120, £115, £115, total £350.00
- b) LCC Sensors for Lamp Columns @ Great Preston (8), Little Preston (3) £3136.00 + £627.00 vat, total £3762.00
- c) Hydro Fire Ltd, No access visit. £75.00 + £15.00 vat, total £90.00
- d) Mr J. Winn, upkeep of Wildflower Meadow and bin emptying £150.00

<p>e) Cllr. Dickinson, Mileage to meeting at Horsforth 31 miles @ 45p per mile, Total £13.95</p> <p>11.5 Vat Reclamation position (Quarterly reclaims) Claim made</p> <p>11.6 To receive record of Credit Card Payments. There were no payments made</p> <p>11.7 Cheque signatories.</p> <p>11.8 To recommend payment of 45p per mile for travel expenses, as recommended by YLCA, was moved by Cllr. Dickinson, seconded by Cllr. Blackburn and resolved.</p>	
<p>12. To receive any other Correspondence & Communications and any further meetings/training attended by Members and the Clerk.</p> <p>a. Clerks and Councils Direct July Issue. B. LCC Register of Electors, notice of alteration c. CPRE Campaigns update, etc. d. Community First Yorkshire.. e. NALC Chief executive's bulletins 8/7 and 22/7 f. YLCA White Rose Update. g. YLCA New Cllr. Training. h. NALC Survey re. Elections j. Finance Training Course attended by Cllr. Dickinson, Report circulated to Cllrs. k. YLCA One day Conference 13 September, Cllr Blackburn to attend.</p>	
<p>13 Matters for the next Meeting. Terms and conditions for use of Parish Land Quotes to be obtained for replacing Cameras at the Village Hall</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 25th September 2019 at 6.30 pm

Meeting closed at 9:25 p.m.

Signed by the Vice Chair

Date.25/09/2019.