



**MINUTES OF THE MEETING OF GREAT AND LITTLE PRESTON PARISH COUNCIL HELD ON WEDNESDAY 27<sup>TH</sup> JUNE 2012, IN THE ELDERS COMMUNITY CENTRE, ST AIDANS ESTATE, AT 1630hrs**

**MEMBERS PRESENT:** Cllrs Wallace, Silvey, Webster, Liversidge and Crossley. Also present was the Clerk.

In the absence of the chairman the Vice Chairman Cllr Wallace opened the meeting.

**1. TO RECEIVE APOLOGIES:**

Apologies were received from Cllrs Tetley and Bath.

**2. LATE ITEMS FOR THE AGENDA** – at the discretion of the Chair:

Letter received from Cllr Tetley, resigning his post of Chairman with immediate effect, for health reasons.

YLCA was contacted and Parish Council was informed that the Vice Chairman is to conduct the meeting and act as Chairman until a new Chairman could be elected. The election has to be an agenda item and notice given to the Parish.

New Chair to be elected at the next Parish Council meeting in July.

Cllr Webster proposed that a letter of thanks be sent to Cllr Tetley, wishing him well on his future operation.

**3. TO RECEIVE DECLARATIONS OF INTEREST:**

Cllr Wallace declared his interest in item regarding Peasecroft Wood, as he resides on Whitehouse Avenue.

Cllr Liversidge declared his interest regarding Agenda item 7a. Village Hall Cameras.

Cllr Crossley declared an interest in Agenda Item 7 as a member of the Village Hall Management Committee.

**4. OPEN SESSION:**

As no members of the public were present, there was nothing to discuss under this item.

**5. TO CONFIRM MINUTES OF COUNCIL MEETINGS:**

**a. AGM** held on 30<sup>th</sup> May 2012. It was proposed by Cllr Crossley and seconded by Cllr Silvey that the Minutes were a true record, motion carried.

**b. Minutes of the Parish Council Meeting.** It was proposed by Cllr Crossley and seconded by Cllr Silvey that the Minutes were a true record, motion carried.

## **6. MATTERS ARISING FROM THE MINUTES OF THE COUNCIL MEETINGS HELD ON 30<sup>TH</sup> MAY 2012 – information only.**

Annual Parish Meeting – re. committees, Cllr Wallace is liaising with YLCA as agreed.

User name and password of YLCA Website available to all Parish Councillors.

### **7. VILLAGE HALL:**

**The chairman ruled the councillors with an interest in this item could participate in the discussion but not vote on the motion.**

To consider quote for £1675.00 plus Vat. For Village Hall Security Cameras from Mr Phil Coates.

Cllr Liversidge described how the system would work

**RESOLVED** – After discussion it was proposed by Cllr Wallace, seconded by Cllr Webster, motion carried, to order the installation of the cameras.

It was suggested that the Management Committee be approached re. contributing toward the cost of the work.

### **8. TO RECEIVE UPDATE PLAYGROUND INSPECTIONS AND MAINTENANCE:**

**a. Glencoe** - Cllr Wallace met with Martin Wright of LCC at the Glencoe site. There was a lot of litter and the wood chippings are unsightly. The equipment is out of date and this, as discussed with Vicky Nunns could be a contender for S106 funding. Grass has been cut, but strimming not done around the edges of the site, leaving tall thistles and nettles around the fence of the playground, which to small children would constitute a hazard. This was pointed out to Mr Wright.

**b. St Aidans** – perimeter fence of the site requires attention (another S106 possibility) lots of litter on playground and what looks like a smashed up plastic box which left dozens of small and medium shards all around the area. Small amount of glass also. Inspection of the play equipment – Mr Wright stated that it was up to date but some items required attention. One of the swings was a danger due to the retaining strap being broken exposing a sharp piece of metal.

The chair swing was removed the following day complete with chains and fixings and stored at 47 Whitehouse Avenue until required.

Mr Wright recommended both chairs and flat seats should be renewed. Chains and fittings are in good condition and will not need to be replaced.

Mr Wright quoted, for two of each type of seats, £310.00 + Vat supplied and fitted.

A maintenance programme tied in with Glencoe site would be a private contractor and would be a Risk assessment, a 3 times a week visit, litter pick, minor repairs and a full engineers report twice a year at a cost of £7000 which Cllr Wallace informed him. the Parish Council could not possibly afford.

Asked about alternatives Mr Wright suggested we do our own inspection at a frequency decided by the Parish Council.

After discussion it was agreed to work out a rota for weekly inspections of the play areas and the equipment by Parish Councillors, the checklists to be kept by the Clerk as evidence that regular checks of the equipment are being carried out.

Martin Wright has agreed to send a quote to the Parish Council for a twice yearly engineers inspection.

It was proposed by Cllr Crossley, seconded by Cllr Silvey, motion carried, to purchase the replacement seats.

**RESOLVED. In the absence of the Clerk on holiday.** Cllr Wallace to place the order with Martin Wright.

## **9. PARISH COUNCIL WEBSITE:**

To receive update on problems – Cllr Webster reported that problems had occurred with the events package, there were also software problems.

It was agreed that Parish Councillors Email addresses could be put onto the website.

Abbrev: galppc.org

All Parish Councillors will have their own Email addresses ie. [janet@galppc.org](mailto:janet@galppc.org).

It was agreed that Cllr Webster should go ahead with this.

## **10. DIAMOND JUBILEE CELEBRATION:**

The event was very successful and enjoyed by all who attended.

Outstanding costs toward the event (food) are under item 15c - £20.52 proposed by Cllr Silvey, seconded by Cllr Wallace, motion carried that this should be agreed.

**RESOLVED**

## **11. HIGHWAY MATTERS:**

### **a. Village Signs**

To receive report of visit of Highways dept. regarding siting of 7 village signs – 5 for Great Preston and 2 for Little Preston.

Cllr Wallace met with Mr Wray of LCC and they looked around the village and agreed the location of the signs.

It is anticipated that the signs will be in the July installation plan, apart from the sign for Great Preston/Allerton Bywater boundary at Hollinhurst – the sign will be manufactured but held by Mr Wray until the landscaping for the new development is finished.

The total price was reduced by £120 due to existing posts being used at two locations.

### **b. Hollinghurst/Queen Street**

Apology received from Chris Musgrave of LCC for lack of consultation regarding road works. He informed Cllr Wallace of a number of works coming up on Queen Street with regards to the new development. These will include works to the new junction and the diversion and connection of new utilities. The majority of these works will be undertaken under two-way lights. The utility works which LCC have received notice for and the proposed working dates are as follows:

Northern Powergrid (formerly YE) will be carrying out diversion works from 11<sup>th</sup> June-6<sup>th</sup> July 2012 using two-way traffic signals.

Lumsden and Carroll will be constructing a new manhole and connection the drainage systems into the new development between 9<sup>th</sup> July-3<sup>rd</sup> August 2012.

LCC will also be carrying out works in association with the development from the 9<sup>th</sup> July until September 2012 and will be working alongside Lumsden and Carroll.

**c. To Receive update on flooding problems at the junction of Wood Lane/Astley Lane and Astley Lane fence.**

**Flooding** - initial contact was on 20<sup>th</sup> April and further emails stated that the Senior Contracts Officer was awaiting the Utility plans before work could commence on the drains, also email received from Tom Smith, Locality manager of Env. Services stating inspection of Run off Land onto road at top of Wood Lane would take place and situation assessed.

**Astley Lane Fencing** – Cllr Wallace informed LCC that the condition of the fence along most of Astley Lane is the responsibility of the Highways Dept, but since informed that land not owned by LCC and not established via Land Registry, suggested by Cllr Dobson that perhaps UK Coal may be able to assist.

**12. PLANNING MATTERS:**

**a. 11/01713 Kensington Place (Hollinhurst)**

To receive update on highway works and location matters.  
Initial construction has started. This is an on-going item and will require constant monitoring.

**b. 10/01412 Biffa Site.**

To Receive update on progress.  
There is no change on the Biffa site.

**c. 1 Hall Road, Little Preston.**

Objection from next door neighbour.  
Cllrs Silvey and Liversidge inspected the site and felt that the proposed conservatory would adversely encroach and would have a detrimental effect on the neighbouring property. Objection sent to LCC by the Parish Council.

**RESOLVED** It was reported that LCC have since approved the application, with some alterations.

**d. Untidy Lane at the back of Queens Court.**

Reply received from LCC Planning Enforcement Officer Mrs J. Bauer. She had met with Barwick builders who said the rubble had been left from previous work and was nothing to do with them. Mrs Bauer was happy with the trees and 'shrubs' growing on the site. No further action would be taken.

Barwick Builders did agree however to look into offering the home owners on the adjacent properties the opportunity to purchase the land at a later date.

**RESOLVED.** This matter is now between the homeowners and Barwick Builders.

**13. NEW AGENDA ITEMS:**

**a. To recommend adopting new Code of Conduct.** Proposed to adopt the NALC version by Cllr Liversidge, seconded by Cllr Sylvey, motion carried.

Letter of reminder had been received from YLCA, along with additional information from NALC on notification of discloseable pecuniary interests and other interests.

**b. To recommend Terms of Reference for Procedure Review and Update committee** (a copy of which is enclosed in the minutes) Awaiting YLCA approval.

**c. To consider improving communications between Members, Clerk, LCC and Ward Members.**

After discussion it was decided that Email should be the default method of communication between Parish Councillors and all other parties. Any phone call conversations should be backed up by a confirmation E mail. **RESOLVED**

Proposed by Cllr Liversidge, seconded by Cllr Silvey, motion carried.

#### **14. ENVIRONMENT:**

**a. Peasecroft Wood:** To consider information pack and letter to residents of Whitehouse Avenue (odd numbers) a copy of which enclosed.

Proposed by Cllr Liversidge, seconded by Cllr Crossley, motion carried.

**RESOLVED** Letters to be copied and delivered by hand to all houses concerned.

**b. To receive update on replacement seat at Little Preston.**

Cllr Webster has searched for costings. Various prices between £400 - £900.

Cllr Wallace proposed replacing the seat at a cost of no more than £500, seconded by Cllr Crossley, unanimously agreed.

**c. To receive update on efforts to remove temporary occupant from Parish Land at the back of the Primary School.**

Clerk contacted Neil Simms of LCC who suggested writing to the person and informing her the Parish Council would have the horses removed by contractors if she did not remove them. This would mean that it could cost her £1000 to get them back. Cllr Silvey delegated to send a letter to Ms Midgley.

#### **15. FINANCE:**

To authorise payment of Clerks Salary for June and expenses declared at the meeting.

Clerks Salary	160.00		
Photocopying, stat. etc.	3.25		
Tel. rental + calls	39.98	Vat.	8.00
Postage stamps	0.61		
Trav. Expenses	1.54		
	205.38		£8.00
Plus Vat.	8.00		
Total	£213.38	Agreed to pay.	

**b. YLCA** 10 copies of 'The good councillor's guide' Postage £7.00 **RESOLVED**  
Agreed to pay.

**c. Jubilee expenses Clerk.** Expenses toward cost of food £20.52, **RESOLVED** agreed to pay.

**d. Firescreen** – Annual service of fire extinguishers etc. at the Village Hall. £98.60 plus £19.72 vat, total £118.32 **RESOLVED** agreed to pay.

## **16. PUBLICATIONS AND CORRESPONDENCE:**

- a. HSBC Business Money Manager A/C Statement £11052.40
- b. HSBC Community A/C Statement £689.11
- c. LCC Reg. of Electors, Monthly Alteration notice.
- d. YLCA Info. Re. training programmes.
- e. YLCA, Leeds Branch meeting 12/6/12, Minutes of meeting held on 14/2/12, Minutes of meeting held 21/1/12, Came and Co. Parish Council Insurance Spring Newsletter.
- f. WY Branch of Society of Local Council Clerks, training day 4/9/12
- g. TCV Conservation volunteers, info. Plus grants which may be available.
- h. 'Thank you' card from Mr and Mrs Starmer for Jubilee Tea Party.
- j. Rural Action Yorkshire, Training re. participatory budgeting.
- k. Scarborough Development group – info. re. outline planning application for latest development phase at Thorpe Park.
- l. Great Preston Primary School, letter requesting permission to use the Village Hall if School has to be evacuated.

**17. MATTERS TO REPORT:** (formerly Any Other Business) To raise matters for discussion without decision or agenda items for next meeting.

- a)Footpath No. 5 (which has always been held in dispute by local farmer)
- b)To receive copies of Charter between LCC and Parish Councils, for perusal before July Meeting.
- c)Parish Council should have a liaison officer at LCC, Cllr Wallace informed Parish Council that this is Andrea Holgate.
- d)Clerk received phone call from a Mrs Elizabeth Martin of 66 Hall Rd, Little Preston, re. flooding on drive and in garage. Cllr Wallace to deal with this.
- e)Cllr Crossley has observed a large number of lorries running through the village, Cllr Sylvey to make enquiries.
- f)Drain on Preston Lane near to roundabout, blocked with concrete. Cllr Wallace to deal with this.
- g)Cllr Wallace has received complaint from resident of Bowers Row re notice in bus shelter stating shelter to be removed by Metro.  
In the application to develop the Biffa Site Metro have suggested the developer contribute £20,000 to remove the shelter in question and instal two new shelters.  
Cllr Wallace to take this up with Metro.

**18. DATE OF NEXT MEETING:**

The next meeting will take place on Wednesday 25<sup>th</sup> July at 1830hrs.

As there was no further business to discuss, Chair closed the meeting at 21.10hrs.