



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

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www.greatandlittlepreston-pc.org.uk

MEMBERS PRESENT: Cllrs Wallace, Dickinson, Crossley, Webster, Blackburn, Bath and Beattie. Also present was the Clerk.

1. CHAIRMANS WELCOME AND OPEN MEETING

Chairman welcomed everyone and opened the meeting.

2. TO RECEIVE APOLOGIES

Cllr Taylor – Illness.

RESOLVED The apology was unanimously accepted.

3. LATE ITEMS FOR THE AGENDA - To identify items which have been admitted to the agenda by the Chair for consideration.

a) YLCA Membership renewal, received after Agenda issued.

4. TO RECEIVE DECLARATIONS OF INTEREST

As a neighbour of the applicant, Cllr Beattie declared an interest in Item 13e, retrospective planning application.

5. OPEN SESSION members of the public may raise any matters concerning the Parish

As no members of the public were present, there were no matters to discuss.

6. TO RECEIVE the minutes of the Parish Council Meeting held on **26 February 2014**.

Item 15c.....'see 14c' should read 14d

RESOLVED: After correction the minutes were accepted as a true record.

7. MATTERS ARISING from the PCM minutes of **26 February 2014 – information only**

Item 5 Open Session – Police and highways have been contacted regarding parking on or near the speed humps at Preston Corner.

A meeting is arranged with the Police for sometime next week.

8. VILLAGE HALL

a) To receive report of meeting with Village Hall Management Committee (VHMC)
Due to unforeseen circumstances, no VHMC meetings have been held since January.
In the absence of the clerk, the chairman wrote to the VHMC on March 10 and 22.
A reply was received on March 24. Copies attached to the minutes.

The Parish Council reaffirmed it would still like a meeting to resolve the constitution issues, but at the moment this can only be done by a resolution of the VHMC.
After checking the terms of the car park lease it was confirmed that the responsibility for the maintenance of the car park boundary fences lies with the tenant not the landlord.

b) To receive estimate of **£160** to repair car park fence and re site notice board to a stand alone position. Due to the risk to public safety, the work could not wait and the fence has been repaired at a finished cost of **£140**.

To receive estimate of **£80** to reposition the notice board. Due to the reasons stated above, the notice board has been removed as this was putting undue strain on the fence and has been re-sited. The cost incurred was **£80**.

As this was deemed emergency repairs the work was sanctioned on the instruction of the Chairman standing in for the Clerk.

The VHMC has since agreed to pay the total amount of **£220**.

LCC attempted to clean the War Memorial, but due to not being allowed to use chemicals, the memorial was only jet washed. This removed the algae, but the dark stains remain.

RESOLVED. Letter of thanks to be sent to VHMC for financing the fence repairs, and to request a further meeting to try and resolve ongoing issues.

Further research into ways to clean the War Memorial.

9. ESTATES and PLAYGROUNDS

9:1) Glencoe.

a) Report of problem with house rewire. LCC has completed the remedial works needed after the house rewire. The residents of the property in Glencoe Garth are reasonably happy, although the promise of the stair carpet remains to be fulfilled.

b) Complaint received that there is lots of litter in the estate and in and around the LCC owned play area.

The Chairman stated that Parks and Countryside informed the Parish Council in 2012 that the playground is inspected and litter picked three times a week. This clearly is not happening.

9:2) St. Aidans.

a) To consider Playground Inspection. Weekly inspections have been carried out, nothing to report.

b) Estate – LCC cleaned the Elders ginnel between Berry Lane and Church Road. Volunteers finished it during the litter pick and removed 7 bags of rubbish from under the privet hedges.

The Elders Community Centre was closed for internal redecoration. None of the user groups or the Parish Council were informed. NET Coffee morning, Police meeting, along with the 50/50 Club had to be cancelled at short notice. Up to Friday 20 March, there was still uncertainty whether it would be open for the PC meeting.

Finally after numerous emails and phone calls, we now have contact numbers for management of the estates, etc.

RESOLVED: The Chairman/Clerk to contact the maintenance manager to request a meeting to look at the exterior paintwork and other outside problems.

9:3) Little Preston

To receive progress report on name change from Swillington back to Little Preston.

Cllr Webster has contacted Royal Mail, who asked for an email regarding the request, which he has done.

RESOLVED: Cllrs Webster and Blackburn would continue to pursue the locality change. To ensure continuity all communications to be by email and the Clerk and Chairman must be copied in.

10. COUNCIL WEBSITE and BROADBAND SPEED

a) To receive updates.

Cllr Webster reported that Little Preston has been upgraded to fibre optic broadband speed.

There has not been any further contact from Cllr Dobson or his contacts regarding the slow broadband speed around Great Preston where download speed is seldom more than 0.5Mbs

11. SWILLINGTON EDUCATIONAL CHARITY

a) To receive Trustees report

Cllr Wallace reported that latest documents have been completed and signed by the three nominated Trustees and returned to the Solicitor. Contract has been drawn up and should now be with the buyers Solicitor.

12. HIGHWAY MATTERS –

a) To receive report of any incidents at Junior School.

Parking at the School is still causing problems. No information from LCC has been received regarding the promised improved road markings.

13) TO CONSIDER ONGOING PLANNING MATTERS –

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

There is nothing to report on this item other than construction is continuing and the houses are selling well.

b) 10/01412 Biffa Site. Update.

Nothing to report .

c) Site Allocations Update.

Nothing to report .

d) 13/04572 Old School, Preston Lane. Bat Survey.

A survey has been completed and the report accepted.

e) 14/01287 17 Queens Court, Retrospective application for 3 dormer windows to rear.

Plans and documents were presented to the meeting. I

RESOLVED: Progress was being tracked on LCC Planning website. As there were no comments from neighbours, it was agreed that there would be no objection from the Parish Council on the application at this time.

f) 14/00846 Retrospective application for garden shed at property on Whitehouse Drive.

RESOLVED: The Application has been approved by LCC.

NEW AGENDA ITEMS.

a) To consider date of Annual Parish Meeting. Chairman's Report/Newsletter.

RESOLVED: It was proposed and accepted that the Annual Parish Meeting would take place on Wednesday 30 April at 1800 hrs prior to the council meeting. It was agreed the chairman produce an annual report on the same style as last year which could also act as a newsletter. The Chairman agreed but said he would add on the first page that his views were not necessarily those of the whole council.

b) To consider Declaration of Interest recommendations.

It has been recommended by YLCA that members DOI should be published on our own web site. A link to LCC may not be deemed lawful. Information had been sent out to members prior to the PC meeting. To save filling out the four pages again, the chairman had drafted a form based on LCC format. This was approved by LCC providing they were informed of any updates, to ensure the same information is shown on both sites.

RESOLVED: The new format was accepted by the members and the forms were completed ready to put on the PC web site. LCC will be informed of any changes to those already registered with the Monitoring Officer. Report attached to the minutes.

c) To consider Annual Audit reforms consultation.

Members were sent information and asked for comments.

New draft legislation consultation. Local Councils with a turnover of £25000 or less will not be required to submit an external audit, but would be required to make more information available to the public. This would mean more information on the web site. Some of the information we already publish and 14b is one of the new proposals.

RESOLVED: The Parish Council comments to be sent to YLCA for inclusion in their response.

d) To consider Grass Cutting contract

Cllr Wallace met with Mark McLaughlin of Continental Landscapes (CL) and toured the whole Parish. Particular concern was the sheltered accommodation on St Aidans estate. The bungalows 6 St Aidans Road and 31 Berry Lane have been removed from the map altogether and have not been cut. The rest of the sheltered accommodation is on a standard amenity grass cut, which will be every two weeks. Garforth and Swillington sheltered accommodation are on a premium amenity grass cut, which is every week. Some elderly residents on St Aidans are paying privately to have their grass cut or to have the cuttings removed, which is not acceptable. E mail sent to Simon Frosdick and Ward Councillors Dobson and McKenna at LCC regarding this matter.

RESOLVED: The Chairman/clerk will follow this up and report back at the next meeting. On a more positive note, the day after the meeting with CL our first of three rough cuts along Astley, Wood and Whitehouse Lanes have been done. One of our requests was to improve the sight line at the junction of Wood Lane and Astley Lane, which has been completed satisfactorily.

The In Bloom judging date of April 4 was also discussed and it was agreed that another meeting should take place on April 1 to finalise arrangements for next cut prior to judging.

15) ENVIRONMENT

a) In Bloom. To receive report of meetings.

Minutes of the last meeting are attached to the minutes.

More tree work has been carried out along Whitehouse Lane and will be completed in the autumn after the nesting season.

All tubs and beds will be planted up before judging. LCC Localities team have confirmed they will do the road and footway sweeps, bins etc. Parks and Countryside have been requested to tidy their areas of responsibility

b) Peasecroft Wood. To receive report of proposed management plan.

Numerous requests for an update from Vicky Nunns LCC Parks and Countryside and Elaine Hill of LCC Habitats have again been ignored.

RESOLVED: It was agreed that Ward members be contacted and ask if the officers are aware of the Parish and Town Council Charter?

c) St. Aidans Country Park. To receive report from meetings and update of complaints regarding parking problems at Bowers Row.

The meeting scheduled for March was cancelled, next meeting proposed for April 15.

The report from the Chairman on issues of road safety, parking and grass verges has received a muted response.

A lengthy report from LCC Highways received a few hours before the meeting was distributed to the members. Members were given time to read the response.

RESOLVED: As there was nothing positive in the response it was decided to arrange a site meeting with the author of the report to look at other alternatives and seek advice.

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

Members expressed their concern at the lack of progress.

The chairman stated that process started in 2012 when the first part of the S106 money. £79,000 was triggered. At a meeting with Vicky Nunns arranged by Cllr Dobson it was discussed how best to use the S106 monies available from the development at Hollinhurst to improve our greenspace. It was agreed in priority order to apply for funding for 1)Wild Flower Meadow, 2)A management Plan for Peasecroft Wood,3) Hollinhurst Wood and 4)Glencoe playground. The funding has been approved for the Wild Flower meadow and is progressing albeit slowly through the PC and Groundwork Trust.

In the Parks and Countryside Annual Report to the Area Committee it was stated that projects were being developed for Hollinhurst Wood and Glencoe both LCC owned but there was no mention of Peasecroft Wood which is Parish owned.

The last update from Vicky Nunns of Parks and Countryside was in December 2013 and no update has ever been given by Elaine Hill on the management plan for Peasecroft Wood. Over £58,000 S106 money from the Queens Court and Queens Close development went to fund the £72,000 Swillington skate park. It is important that the money generated from development in our Parish is used to benefit the area which has been blighted by demolition and building work for over 10 years and now suffering from the extra traffic.

RESOLVED: The Chairman was authorised to try and establish contact with the officers through the Ward members Cllrs Dobson and McKenna.

e) To recommend purchase of 10 litter pick grabbers at a cost of £70.00

RESOLVED: It was agreed that the litter pick grabbers be ordered.

f) To recommend purchase of two litter bins at a cost of £600

RESOLVED: It was agreed to the purchase of the litter bins.

g) To recommend purchase of 15 of the new dog fouling/litter notices at a cost of £465

RESOLVED: It was agreed that the notices should be purchased.

h) To receive report of meeting with Continental Landscapes regarding grass cutting.

RESOLVED: This matter already reported under Item 14c.

15:1) Allotments To receive reports.

There was nothing to report, the next meeting will take place at the beginning of April.

16) FINANCE:

16:1 To recommend payment of

a) Clerks Salary and expenses March 2014 (Due to illness expenses will be declared at the meeting or at the April meeting.)

Salary	£160.00
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b) Groundwork Trust towards plans and cost analysis for Wild flower Meadow. £250.00 +VAT. (Agreed July 2013 Item 15e)

c) Late Item added. Request for payment on April 01 received after agendas published. YLCA Membership renewal. £380.00

RESOLVED: It was unanimously agreed to pay the invoices.

17. PUBLICATIONS AND CORRESPONDENCE – Clerk to inform meeting.

- a) CPRE letter, plus information regarding increased membership fees.
- b) Glasdon brochure.

18. TRAINING COURSES and MEETINGS

To receive Information for 2014 YLCA training courses.

No information regarding courses is available yet.

To consider suggestions for 2014 Parish and Town Council Forum. Members had been sent the forms. One form was returned

RESOLVED: The Chairman and Clerk will submit suggestions for training modules.

To receive reports:-

- a) Police contact point meetings.

The last meeting had been cancelled and there is no meeting in April. Clerk to contact NET for date of next Coffee Morning, then inform Ruth (PCSO) so that she can attend.

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

a) Cold Calling Control Zone – Cllr Crossley reported that two elderly residents of St Aidans had been affected by this. She had contacted West Yorkshire Trading Standards regarding setting up the Zones. Cllr Crossley agreed to take the lead on this and report back to the next meeting on progress.

b) Crime figures had been emailed to Cllr Wallace by Ruth (PCSO). Apart from a commercial burglary on Queen Street, there has been very little crime recently in the area.

c) Litter Pick. The Community Litter Pick took place on Sunday 23 March. The event was well attended by families as well as individuals. The Parish Council thanked the Area Committee for providing the skip and especially all those who helped fill it. Special thanks to Janet, Jenny and Gwenne for preparing and serving the food afterwards. Thanks also to Jackie and Vince at the New Inn for donating crisps, sweets and soft drinks for the children. Cricket Club are to have a litter pick of the field and surrounding area on Saturday 29 March.

20. DATE OF NEXT MEETING:

The next meeting will be held on Wednesday 30 April 2014 after the Annual Parish Meeting.

CLOSE MEETING.

Meeting closed at 20.10hrs..

Chair.....

Date.....

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