



**DRAFT MINUTES OF MEETING OF GREAT AND LITTLE PRESTON PARISH COUNCIL, HELD ON WEDNESDAY 29 MAY 2013, IN THE ELDERS COMMUNITY CENTRE, ST AIDANS ESTATE AT 1830hrs**

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**Members Present:**

Cllrs Wallace, Webster and Bath. PCSO Adam Hick, The Clerks, Parishioners Mrs Jane Beatty, Mrs Gwenne Prince and Mrs Janet Taylor.

**1. CHAIRMANS WELCOME AND OPEN MEETING**

**2. TO RECEIVE APOLOGIES**

Apologies were received from Cllr Crossley, who was on holiday.

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

**4. TO RECEIVE DECLARATIONS OF INTEREST.**

Declaration of pecuniary interest was received from Cllr Bath – Item 11d

**5. OPEN SESSION.**

PCSO Adam Hick was present to discuss recent crime figures. He stated that since March there had been five reported crimes in the area.

He was thanked for attending and left the meeting at 1850hrs.

Mrs Prince brought up the matter of large increase in Allotment rents.

**6. TO CONFIRM** the minutes of the meeting held on 24 April 2013  
The minutes of the meeting were confirmed.

**7. MATTERS ARISING** from the minutes of 24 April 2013 – **information only**

**8. VILLAGE HALL:**

**a) To receive** report of Management Committee (VHMC) meeting and AGM  
Cllr Wallace attended AGM of the VHMC. Minutes and accounts are available from the Clerk and copies in the PC Minute Book.  
Cllr Wallace requested a meeting to draw up an agreement of responsibilities so the PC and the VHMC would know who was responsible for what. This would be a safeguard for both parties and also protect the community interest in the future when the inevitable changes in personnel occur.  
Due to correspondence regarding meetings and external maintenance not reaching them prior to the VHMC meeting on May 9 there has not been any response.

## **9. ESTATES AND PLAYGROUNDS.**

### **9.1) Glencoe –**

#### **a) To receive reports**

Parks and Countryside dept had been asked to cut the grass between Station Road and the houses parallel to the road. A strip has been cut but the slope has not.

### **9.2) St Aidans –**

#### **a) To receive reports**

Weekly playground checks have taken place.

Cllr Wallace has obtained quote for painting the goal posts, as advised in the previous half yearly inspection as they are in poor condition. This requires rubbing them down, rust protection applying, priming and two top coats. Materials £26, labour £40, total £66.00 This was agreed.

No work on any of the areas highlighted on the walkabout with Teddy Golding of AVH has been done.

## **10. COUNCIL WEBSITE.**

#### **a) To receive updates:**

Cllr Webster issued the Invoice of £27.45 plus £2.50 Vat, total £29.95, being cost of purchasing Digipack/User Guide Upgrade.

## **11. SWILLINGTON EDUCATIONAL CHARITY**

**a) To receive** Trustees report on meetings with Swillington Educational Charity (SEC). Cllr Wallace had several meetings during May with different bodies. Trustees meetings on May 02 and 22, minutes attached to April PC minutes.

Valuation report received from Chartered Surveyor.

8 week exclusivity period with developer expires before next meeting on June 05, full report expected.

## **12. HIGHWAY MATTERS –**

**a) To receive** update on progress with promised increase in traffic restrictions outside Junior School from LCC Highways dept. No information received yet on improved road markings at the school.

**b) To receive** update with regard to licensing.

**RESOLVED:** Amended and signed licence for Village Signs received.

**c) To receive** update on flooding of Wood Lane.

There was nothing to report.

**d) To consider response** from Highways on outstanding issues. Signs at A642 Whitehouse Lane junction still not completed, even though LCC said they would be within two weeks.

### **13. TO CONSIDER PLANNING MATTERS –**

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

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

**c) 13/00261 RSPB St Aidans.**

The site opened to the public on May 25.

Cllr Wallace attended the official opening on May 23. He was very disappointed with the lack of local people amongst the invited guests, especially Len Shakespeare, who, after 40 years of involvement, did not get an invite. The site was opened by the leader of the City Council.

Cllr Wallace had many complaints about the amount of publicity the site has had and not mention of our Parish. He reminded RSPB that their postal address is LS 26 8DL, Great Preston and that the entrance and Visitor Centre is in our Parish and there is more history to the site than when the river burst its banks in 1988 and that we want to preserve our heritage.

**d) 13/01456 Woodend Nurseries.** Poly tunnel and storage facility extension.

The applicant, Cllr David Bath, declared a pecuniary interest. Under normal circumstances the Cllr would leave the room whilst the item was discussed. Unfortunately due to lack of Councillors this would make the meeting inquorate and thus unable to function. Any response to the application, from the Parish Council, has to be made within 21 days of notification.

The Chairman ruled that Cllr Bath would remain in the meeting, but not participate in the discussion, other than to answer any questions from the members. He would also not be allowed a vote.

The statement of intent from Woodend Nurseries outlining the work was produced to the meeting.

Just prior to the meeting, the Chairman checked the Public Access section of LCC Planning Website and there were no issues or objections from any of the agencies, authorities, departments, or members of the public.

**RESOLVED:** It was agreed that the Parish Council would not object to the application.

**e) 13/02116 1 Low Farm, s/s extension.**

To date, no objections had been received.

**RESOLVED:** It was agreed that the Parish Council would not object to the application.

**f) SHLAA and Land allocation for housing.**

Written report, maps and explanatory notes issued to the meeting. Public Consultation dates would be released in the next few days.

## 14. NEW AGENDA ITEMS.

**a) To receive** nominations to fill casual vacancies.

Mrs. Taylor declared an interest in being co-opted as a Councillor, along with Mrs Beatty. Cllr Wallace informed them they would be issued an information pack and if interested, will be co-opted at the June meeting. He also stated Mrs Ann Dickinson had expressed an interest and had already been issued with an information pack and will stand for co option at the next meeting.

**RESOLVED:** The successful candidates will sign the acceptance of office at the next meeting.

**b) To consider** report from meeting with Swillington, Kippax and Allerton Bywater Parish Councils.

The Chairman met with other Chairpersons from neighbouring parishes. It was an informal meeting and was agreed to meet on a regular basis and make the meeting formal.

A request was received from Kippax Parish Council to build a Skate Park on LCC land at Glencoe at the side of the playground and asked if Great Preston PC would pay half the costs. Cllr Wallace explained our meagre precept and that there could be little chance of that happening he would take the proposal back to the next PC meeting and ask around Glencoe to check the reaction.

**c) To receive** update from Clerk on information from HMRC on register of Parish Council as an employer.

**RESOLVED:** This to be done by next meeting.

**d) To receive** update from Clerk on VAT reclaim backlog.

**RESOLVED:** Clerk reported that VAT reclaim for 2011-12 has been applied for, 2012-13 is to be sent off shortly.

**e) To receive** update on dog fouling at bottom of Hall Road, Little Preston.

Cllr Webster has spoken to Simon Norman of LCC, who has agreed to monitor the situation.

**f) To consider** electors proposals from Annual Parish Meeting.

Items 1,2 3 and 4 were discussed.

Mrs Wendy Eastwood had asked if anything could be done regarding the speed of traffic on Berry Lane, near to the entrance to St Aidans.

This to be looked into.

Piece of land behind the Elders, Chairman is to follow this up.

Cameras outside the Elders – Cllr Wallace is to discuss this with Aire Valley Homes.

Seat on Whitehouse Lane – This to be discussed when meeting with Vicky Nunns takes place, along with the one at Little Preston.

Cars parked near to junction at Preston Corner, it was agreed that this is an Enforcement matter.

## 15 ENVIRONMENT.

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

The summer judging will take place on 2<sup>nd</sup> July, litter pick will be on Sunday 30<sup>th</sup> June. Letter of thanks received from Mrs Cooke, treasurer of In Bloom, for the sum of £850, which is to pay for Summer 2013 and Spring 2014 planting.

**b) Peasecroft Wood. To receive** report from meeting with Tree Preservation Officer.

Cllr Wallace met with Richard Lappish TPO from LCC, who stated that he would support the Parish Council in putting forward a 5 year Management Plan.

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

No meetings had been held.

**d) To receive report** on Preston Lane Parish Field.

The chairman arranged for the fence to be repaired at a cost of £320. New posts and barbed wire were erected and old fencing repaired and wires tensioned. Three stiles were installed in an attempt to stop future damage to fencing caused by people using the public right of way. The owner of the adjacent field, Mr John Simpson, did not agree and demolished the stiles. In the interest of health and safety the remains of the stiles were removed. Since then the wire has been cut and a gap made in the fencing and people are still using the path as they have done for the last 100 years.

The horses in the private field have been removed and after discussions with Miss Alison Midgley the two horses on parish land have also been removed.

It was agreed to remove the wooden gate and replace with a low metal barrier suitable to keep vehicles out but not suitable for livestock. Hopefully this will deter people from illegally using the parish field for grazing and force adjoining land owners to maintain their fences to keep their animals off parish land

Quote received for metal barrier £250 plus vat £50, total £300.00.

**RESOLVED:** It was agreed the barrier should be ordered and fitted as soon as possible. The wooden gate which is in good condition will replace the old gate on Berry Lane.

**e) To consider** S106 Greenspace projects and proposed meeting.

Cllr Wallace is to attend a meeting with Vicky Nunns of LCC on June 4, regarding S106 £75,000. Priorities being Parish field off-Fleakingley Lane, Parish Walk area, plus new fencing around St Aidans playground.

## 16. FINANCE.

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

**a) Clerks Salary and expenses:**

Salary	160.00		
Stationery, etc.	0.80		
Telephone calls	0.00		
Postage stamps	5.23		
Travel exp.	1.54	Total	£167.57

**b) Repairs to Preston Lane Parish field fence £320.00**

**c) New metal gate for the above field. £250 plus vat £50, total £300.00**

**d) Repairs and cleaning of Village Hall gutters. £85.00**

**e) New 9<sup>th</sup> edition of 'Parish Council Administration' £60.00**

**f) Insurance renewal. Quote from AON £1779.40. Clerk to ask for Village Hall Contents cover to be removed before renewal.**

**16:2 To consider** estimated Precept spending. Report attached to April minutes.

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

**a) YLCA Minutes of meetings held 13/10/12, 12/2/13, 22/2/13. Next branch Annual meeting 11/6/13. White Rose Update, Training programme.**

**b) The Witham and Woodleigh walking festival, 7<sup>th</sup>-9<sup>th</sup> June.**

**c) Country Air Brochure, Issue 125**

**d) Clerks and Councils Direct.**

**18. TRAINING COURSES: To receive** feedback from courses attended and requests to attend future events.

**a) To consider** offer from YLCA to hold a local training course for new Councillors.

**RESOLVED:** They would be no financial savings so it was agreed that councillors travel to events and claim the allowance.

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

Cllr Webster brought Invoice for Digipack/User Guide Upgrade £27.45 plus vat £2.50, total £29.95, received after the agenda was done.

**20. DATE OF NEXT MEETING.** Wednesday 26 June at 1830hrs.

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

Meeting closed at 2040hrs

Chair.....

Date .....

## ACCOUNTS

Balance @ 13.5.13	
Current A/C	1377.84
Business Money Man.A/C	<u>7797.71</u>
	9175.55
Less unpresented cheques	<u>405.00</u>
	£8770.55

### May 2013 expenditure

Clerks Salary	167.57
Fence repair	320.00
Gutter cleaning	<u>85.00</u>
	572.57

### Estimated projected and allocated expenditure to 31.3.14

Clerks Salary	1600.00
Website fee	150.00
Parish Insurance	1779.40
External Audit	155.00
Internal Audit	50.00
A/Bywater Church	150.00
Bowers Mission	150.00
Christmas tree event	50.00
Rem. Day wreath	25.00
Playground Insp.	60.00
Admin. Expenses	200.00
Barrier/gate @ Parish Field	<u>300.00</u>
	4669.40
LCC grant to be held Over	- <u>1070.00</u>
	3599.40
Less May/13 exp.	<u>572.57</u>
Estimated surplus to Year end 31.3.14	£3026.83