



**DRAFT MINUTES OF THE PARISH COUNCIL HELD ON WEDNESDAY 28 MAY 2014  
IN THE ELDERS COMMUNITY CENTRE, ST AIDANS ESTATE, GREAT PRESTON,  
immediately after the Annual Parish Council Meeting.**

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[www.greatandlittlepreston.pc.org.uk](http://www.greatandlittlepreston.pc.org.uk)

**MEMBERS PRESENT:** Cllrs Wallace, Taylor, Webster, Dickinson, 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**

Apologies were received from Cllrs Crossley and Blackburn and were accepted by the meeting.

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

There were no late items.

**4. TO RECEIVE DECLARATIONS OF INTEREST**

Cllr Dickinson declared an interest in Item 14d, relating to the Cricket Club.

**5. OPEN SESSION** members of the public may raise any matters concerning the Parish.  
As no members of the Parish were present, there were no matters to discuss.

**6 TO RECEIVE** the minutes of the Parish Council Meeting held on **30 April 2014**.

Un-audited Annual accounts should read 2014/2015, not 2013/2014.

The remainder of the minutes were accepted as a true record.

**7 MATTERS ARISING** from the PCM minutes of **30 April 2014 – information only**.

Regarding the Lines way at the rear of Valley Drive, after the Annual Parish Meeting on 30 April, Vicky Nunns of LCC complained residents of those houses at the bottom end of the Drive are cutting the grass too short. And the resident of No.52 had piled up soil on the eastern side of the lines way.

**8. VILLAGE HALL**

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

A copy of Minutes, year end Accounts and the Chairman's report is attached in the Minute Book.

Cllr Bath suggested using alternative gas/electric suppliers to reduce costs. He would enquire with Woodend Nurseries regarding their suppliers as they had changed to a better deal.

It was agreed that a further meeting between the VHMC and the Parish Council should be held to discuss the constitution.

**b) To consider** business rate tax.

No further information had been received from LCC Valuation Department

## **9. ESTATES and PLAYGROUNDS**

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

Complaints had been received again regarding the grass on the banking adjacent to Station Road.

LCC have stated that this is down for cutting as part of the summer planting and maintenance schedule.

**RESOLVED:** The situation will be monitored.

### **9:2) St. Aidan's.**

#### **To receive reports.**

a) Sheltered Accommodation grass cutting.

Further to request for the grass to be cut weekly in line with other Parishes, LCC informed us that it would cost over £1000 to bring this into line with other areas and would create a city wide precedent. In view of this

After another lengthy discussion about grass cutting in general it was agreed that the standard was below what should be expected. Numerous complaints have been received from residents all of which have been passed on to Continental Landscapes.

**RESOLVED:** It was agreed to look into the possibilities of the PC taking over the contract next year.

b) Lines way at rear of Valley Drive.

Most of the agreed work has been done. There are still three marked trees to coppice and rubbish to remove. This work cannot be completed as the undergrowth is now covering the rubbish, and the restrictions on tree felling. This matter to be held in abeyance until winter. See Item 7 comments from Vicky Nunns of Parks and Countryside.

**RESOLVED:** The chairman had inspected the above area the soil has now grassed over. It was agreed to contact Ms Nunns and ask for what the recommended height for grass cutting is.

c) Complaint about rubbish in garden on Church Road.

**RESOLVED:** After further complaints received from neighbours were passed on, the grass has now been cut and rubbish removed.

d) Complaint about state of Elders community centre building exterior and surrounding area a token effort has been made to cut the overgrown area at the Berry Lane side.

**RESOLVED:** In view of the forthcoming launch of the Cold Calling Control Zone at the centre, it was agreed to contact senior officers LCC direct rather than the Kippax office.

e) Launch of Cold Cold Control Zone covering St. Aidans estate.

**RESOLVED:** Members were asked to note this will take place on Tuesday 1<sup>st</sup> July at 2.00pm in the Elders.

### **9:3) Little Preston**

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

Cllr Webster said the process was slow but progressing. There were no objections from LCC or the mail distribution centre and we are now awaiting a response from Leeds Chamber of Commerce. When we have this Royal Mail will progress to the next step.

## **10. COUNCIL WEBSITE and BROADBAND SPEED**

### **a) To receive updates.**

Cllr Webster stated that there are slight problems with the host site (Easyspace), which he hopes will be resolved shortly.

Regarding Broadband there is nothing to report. In Great Preston most homes a speed less than 1Mps.

## **11.SWILLINGTON EDUCATIONAL CHARITY**

### **a) To receive Trustees report.**

Cllr Wallace reported that there have been no meetings. There have been a couple of queries from the buyer's solicitor which have been answered by the Charity solicitor.

## **12)HIGHWAY MATTERS –**

### **a) To receive report of road traffic accidents at A642 / Whitehouse Lane junction.**

There have been two accidents at the junction.

The chairman reported that he had requested that the grass be cut on a number of occasions prior to the accident on Monday.

Several road users and the Chairman of Allerton Bywater PC had also reported the problem Continental Landscapes said the area was only cut three times a year. The next cut was due in June.

He then contacted LCC highways and stressed that sight lines should be cut as and when required.

The Police said the the height of the grass was a contributory factor to the accident on Monday.

The grass was cut the day after the first accident.

**RESOLVED:** Members were requested to monitor the junction and report back to the Clerk. This will allow the PC to let the authorities know sooner.

### **b) To receive report on sight lines /speeding St. Aidan's Road/ Berry Lane junction.**

Nothing has happened. Still awaiting report from Mr. Proctor on his proposals after his April visit.

## **13) TO CONSIDER ONGOING PLANNING MATTERS –**

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

Building is still ongoing, when 75% completed another £75,000 will go into the S106 green space improvement pot bringing the total available to £179,000.

**b) 10/01412 Biffa Site.** Outline Application to layout access and erect 79 dwelling houses. Application has now been approved and the probable builder will be Taylor Wimpey, the possible name of the site will be Kensington Place stage 2.

### **c) Site Allocations Update.**

Consultation period has now ended, but there is nothing further to report at the moment.

**RESOLVED:** The Parish Council will hold another drop-in session in the Autumn.

### **d) 14/01287 17 Queens Court, Retrospective application.**

**RESOLVED:** The application has now been approved.

### **e) 14/02858 31 Whitehouse Avenue, Tree works, Peasecroft Wood**

Resident reported that a tree was damaged and rotting at the base, he has applied to LCC for permission to remove it. Awaiting tree officer visit.

### **f) 14/02729 49 Whitehouse Avenue, Tree works, Peasecroft Wood.**

**RESOLVED:** This has now been approved by LCC.  
Cllr Wallace had registered an interest in this item as it was on adjacent property.

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

**a) To consider** Ward members refusal to release of funds out of £159,000 S106 green space contributions from the Taylor Wimpey, Kensington Place, development at Hollinhurst to help finance previously agreed Parish projects.

The chairman gave a brief account of the events since the last meeting. He said all attendees Parish Councillors and Ward members had been sent copies of the draft minutes of the Annual Parish Meeting. The minutes were also available on the web site. He would concentrate on the exchanges after the April meetings.

The chairman was contacted by Cllr. McKenna the morning after the meeting, concerned by an email from Cllr Dobson saying that the Parish meeting was hostile and that Cllr McKenna was being blamed for the turnaround in the decision to fund the Parish projects agreed with Cllr Dobson and Victoria Nunns of Parks and Countryside.

Contrary to what the PC and Parish meeting were led to believe, there was no agenda or minutes of the meeting of ward members and officers when the decision was made. She said Cllr Murray and herself had never been consulted over the proposed projects even though the PC had been working with Cllr Dobson and Mrs Nunns for over two years and had spent over a £1000 on the wild flower meadow project.

Cllr McKenna said at a meeting at the start of the Hollinhurst development in 2011/12 between the six Ward members of Garforth and Swillington and Kippax and Methley it was decided to wait until the whole pot of £159,000 was available before deciding what to do with it.

The Parish Council was not aware of this meeting and it was never referred to in the past two years working with Cllr. Dobson and Mrs Nunns.

The chairman explained to the meeting that the ward members from Kippax and Methley were interested parties as 25 of the 114 houses were in Allerton Bywater and also as a neighbouring Ward.

The Chairman reminded Cllr McKenna that £58,000 greenspace contributions from the Barwick Builders development of Queens Court and Close at Bowers Row had gone towards the £82,000 S106 allocation for Swillington Skate Park.

Cllr McKenna said that no decisions had been made on the allocation of the S106 funds from Kensington Place and due to the forthcoming local elections none could be made due to LCC operating a 'Purdah Rule' which means no major announcements can be made in the run up to an election. As senior Ward member she would arrange a meeting with the six Ward Members first and then a meeting with Garforth and Swillington members and representatives of the Parish Council as soon as possible after the local elections..

Cllr Dobson requested information on the Parish Council's complaint procedure. The clerk obliged.

Cllr Dobson requested several amendments and an addition to the draft minutes of the Annual Parish Meeting.

The clerk informed Cllr Dobson that any corrections or amendments to the minutes could only be done if passed by resolution at the next Parish Meeting.

The Chairman said in view of an impending complaint about the conduct of a member of the Parish Council it would be wise to say no more but stressed the importance of openness and transparency when conducting Parish business and reminded members of the resolution passed in 2011 that primary means of contact is by e mail, any telephone conversations on Parish business should be supported by a confirmation e mail.

All attendees were sent minutes of the Parish Meeting, together with the main points of the conversation with Cllr McKenna and copies of the exchange of emails between Ward members, the clerk and the chairman.

**b) To consider.** Suggestions from electors in Parish Meeting.  
This item to be carried forward to the June Meeting.

**c) To recommend** The purchase of two external wall mounting notice boards at a cost of £220. One for Post Office and one for the Elders.

**RESOLVED:** After discussion it was proposed and agreed to order them.

**d) To consider** purchase of 6 No Waiting cones for junction of Berry Lane and St. Aidan's Road. To position on match days in co-operation with Cricket Club at a cost of £50.

**RESOLVED:** After discussion it was proposed and agreed to purchase better quality cones to a maximum of £150 if needed.

## **15) ENVIRONMENT**

**a) In Bloom. To receive** report of meetings and Spring Judging 2014.

Following initial feedback, an excellent report was received from the Judges on the Spring judging, the Wild Flower Meadow Project was enthusiastically received by them and they were looking forward to inspecting the area when judging in Summer. The report will appear on the web site shortly.

The summer judging will take place on Friday 4 July.

Summer plants have been ordered and delivered, planting is taking place.

The chairman has contacted Continental Landscapes re grass cutting, LCC re road sweeping etc., and Parks & Countryside re shrub beds work will take place the week prior to judging.

A skip is ordered, approved and confirmed by LCC, for the community litter pick day which will be Sunday 29 June.

**b) Peasecroft Wood. To receive** report of proposed management plan as a possible project funding from the S106 pot .

**RESOLVED:** It was agreed progressing the management plan be put on hold until after meeting with Ward members

**c) St. Aidan's Country Park. To receive** report from meetings and update of complaints regarding parking problems at Bowers Row and ongoing issues.

No further meetings have been held, there is nothing to report.

**d) To receive** progress report of S106 Green space projects and Wild flower meadow.  
This item has already been discussed.

**e) To receive** report of meeting with Continental Landscapes regarding grass cutting.  
This was covered in item 9:2

**15:1 Allotments To receive** reports

The Allotment holders are to arrange a meeting with Cllr Dobson.

**16) FINANCE:**

**16:1 To recommend payment of**

**a) Clerks Salary and expenses up to April 2014**

Salary	£160.00
Expenses. Parish meeting refreshments and flowers	£ 4.00
Postage	£ 60
	<b>£164.60</b>

**b) AON Insurance renewal** £ 1444.82

It was agreed that the Clerk should ring AON to add extra tubs onto the Insurance proposal and inform AON that the Parish Council accept a tie-in with them for the next three years, which will result in a 5% discount off the premium.

**RESOLVED:** It was agreed that the amended sum would be paid.

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

a. Rural Action Yorkshire, Country Air Magazine, Issue 137.

b) Clerks and Councils Direct, Issue 93.

**18. TRAINING COURSES and MEETINGS**

**To receive** Information for 2014 YLCA training courses.

List of training courses for 2014/15 received from YLCA and emailed to all Councillors.

Playground/Play schemes seminar to be held on Thursday 12 June 2014.

Mr James Winn, who does the weekly inspection and litter pick on St Aidan's Playground is willing to attend, along with the Clerk. The seminar will cost £25 each and this was approved by the Council.

Cllrs Dickinson and Taylor indicated they would be willing to attend a seminar on 29 July at Monk Fryston Hall, "What Councillors need to know" This was also approved by the Council.

**To receive reports** Police contact point meetings. Crime figures

Cllr Wallace had received figures from PCSO Ruth Butler, stating that there have been no crimes recorded for Great Preston this month.

She reported that she has delivered a letter to Great Preston Infant and Junior School regarding parking/traffic issues, stating that the Village Hall car park was available for use. She hopes the Head would distribute this to parents before the holiday.

Cllr Beattie stated that there had been a break-in and car theft from Kensington Place property, also Cllr Webster stated that there had been an attempted break-in on a property on Hall Road.

It was agreed to ask attending officer during the next Net/Connect coffee morning why these were missed from the report

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

To raise matters for discussion without decision or agenda items for next meeting.

There were not matters to report.

**20. DATE OF NEXT MEETING**

The next meeting will take place on Wednesday 25 June 2014.

**CLOSE MEETING:** Meeting Closed at 20.25hrs

Chair.....

Date.....

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