



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

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**MEMBERS PRESENT:** Cllrs.Wallace, Dickinson, Taylor, Webster, Blackburn and Bath  
Also present was the Clerk.  
Cllr Crossley informed the Clerk that she may be a little late.

**1.CHAIRMAN'S WELCOME AND OPEN MEETING:**

Chairman welcomed everyone and opened the meeting at 1830hrs.

**2.TO RECEIVE APOLOGIES:**

No apologies were received other than those from Cllr Crossley relating to her possible late arrival.

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

Letter from Parks and Countryside.

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

There were no declarations of Interest.

**5.OPEN SESSION:** Members of the public may raise any matters concerning the Parish.  
As no members of the Parish were in attendance, there was nothing to discuss.

**6.TO RECEIVE** the minutes of the Parish Council Meeting held on **29 October 2014**  
**RESOLVED** The minutes of the meeting held on 29 October 2014 were accepted as a true record and signed by the Chairman.

**7.MATTERS ARISING** from the PCM minutes of **29 October 2014 – information only.**

**Item 8 29/10/14** Two timber sleeper seats have been ordered with the donation of £320 received from Cllrs Andrea and Stuart McKenna. There is a 21 day delivery on the order, which will be paid by the Parish Council, then refunded by the In Bloom Group.

**Item 9 29/10/14** Little Preston – Resident feedback. The feedback will be entered in the minutes 9:3

**Item 12c 29/10/14** Hedges on Berry Lane near to the bus stop.  
These have now been hacked down by the landowner.

**Item 15a 29/10/14** Remembrance Day service was very well attended. Our oldest resident Mrs Lucy Lunn laid the Wreath and 15 named crosses were placed in the garden by a number of those present.

It was proposed and agreed to purchase some flowers for Mrs Lunn.

An enquiry was made as to the necessity of singing the National Anthem, Cllr Wallace explained that the order of service used was that which was used during the morning service at Allerton Bywater, which included the singing of the National Anthem.

**8.VILLAGE HALL To receive** report of Village Hall Management Committee(VHMC) meeting One of the items discussed was the cleaning of the War Memorial. Mr Clark stated that he is having some difficulty in obtaining someone who will actually come out and inspect the site. He will continue looking for someone.

The discolouration of the walls of the building underneath the windows was also discussed, with a view to getting someone to clean them up.

A copy of the minutes is attached to the Parish Council minute book

## **9.ESTATES AND PLAYGROUNDS:-**

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

a) **To receive** reports. There is still no litter bin in the playground

### **9:2) St. Aidans.**

a) **To receive** progress report on repairs to Elders and the broken handrail on Church Road.

**RESOLVED:**The handrail has now been replaced with a new one.

Regarding to repairs at the Elders, Cllr Wallace informed the meeting that the repairs to the guttering and the downpipes are on a 60 day notice for the work being done.

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

a)**To receive** reports of Japanese Knotweed around Footpath GP2 and Rectory Green. Cllrs Wallace and Webster have inspected the areas and found that it is still there. LCC had been informed in July, but this is to be reported to them again, after this meeting.

**Residents feedback – 1.**Footpath no. 2 between 66 and 66a Hall Road. Request that this could be gravelled again as it is very muddy and difficult for residents to use. It is a long time since it was done previously.

This footpath is regularly used between Hall Road and Astley Lane, Swillington, especially to use the bus stop on Astley Lane. Cllr Webster is to look into this matter.

**2.**A question was raised as to whether the road into the two Cul de sacs containing 55 to 61a Hall Road had been adopted by LCC. Cllr Blackburn had ascertained they were still unadopted, but a second question regarding council owned pieces of land near these houses was also raised and the meeting agreed to obtain the relevant plans. (Particularly on the main Hall Road near to numbers 59,61a and 63)

**3.** The hedge and trees running alongside the only pavement on Hall Road are becoming overgrown and several residents complained of overhanging growth catching their heads/faces as they walked on the pavement. This related to the field hedge which was used for horses, and not lower down Hall Road on the land belonging to Preston Lodge.

**4.** Several requests had been made to have some kind of Christmas lighting somewhere in Little Preston?.

**RESOLVED:** It was agreed to look at funding lights in a live on the boundary of Little Preston and Swillington on Goody Cross Lane near Rectory Green

**5.** A request for identification and possibly a timetable display for the bus stop opposite the bus shelter on Goody Cross Lane/ The Grove would be appreciated.

**6.** Comments were received on the amount of straw continually deposited on Hall Road which, currently combining with the fallen leaves, is contributing to potential blockage of drains and consequent flooding. Requests were made as to the possibility of having the road swept and the drains cleared.

7. Requests made regarding the possibility of having hanging baskets on Hall Road or The Grove.

**RESOLVED:** The baskets are provided and maintained by LCC and are watered twice a week. Baskets are only provided on main routes

8. Appreciation given by several residents of the post code now being attributed to Little Preston and not Swillington.

It was agreed the above items would remain on the agenda until actioned.

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

**a) To receive** updates.

Website – gov. domain name requires payment and certain rules have to be adhered to. This matter to be discussed at the next meeting.

Broadband – Phase two is being worked on at present, Great Preston area of our Parish is phase 6, scheduled for upgrade between March and September 2015.

## **11. SWILLINGTON EDUCATIONAL CHARITY**

**a) To receive** Trustees report.

Cllr Wallace reported that there are now 6 Trustees, all minutes are on the Web site.

There is now £50,000 in the Bank, most of which will be placed in an Investment Account and with the permission of the Charities Commission, some will be placed in a Deposit Account to enable the Charity to start received applications for grants..

## **12. HIGHWAY MATTERS –**

**a) To receive** reports of continuing efforts to improve safety on Whitehouse Lane

Cllr Wallace contacted LCC as reported below:

**Sent:** 12 November 2014 13:20

**To:** Proctor, Christopher

**Cc:** Borrás, Nicholas, JanetWinn, McKenna Cllr Andrea, McKenna Cllr Stuart

**Subject:** Re: Junction-Whitehouse Lane/Goody Cross Lane, Great Preston

Dear Sir,

I have not had a reply to my last email dated 30 September

Could you please update me on the progress of the installation of a high visibility left turn warning sign on Whitehouse Lane approach to the blind junction at Goody Cross. The original sign has been missing for months.

There is nothing to warn drivers of the concealed junction over the brow of a hill which I am sure you are aware is an accident black spot.

I personally witnessed yet another near miss this morning. This road is getting increasingly busy with the increase of traffic from the new estates of Kensington Place and the Millennium Village. There will soon be more construction traffic using the road when the new development at Bowers Row starts shortly.

## Response

**Good Afternoon Councillor Wallace**

***Apologies for the oversight, I believed I had responded to you, as I have recently had correspondence on the issue, however, looking back through my records, it was to another resident and not yourself***

***I have arranged for further advanced warning signs with distance plates in advance of the junction to be installed, as well as "rumble strips" on the carriageway similar to what is already present close to the junction of Wakefield Rd/ Whitehouse Lane.***

***I do not have an exact date for when the works will be completed as the signs manufacture/erecting and lining are all handled by separate contractors, however I will enquire with them on any intended dates they have for the changes to be implemented.***

**Regards**

**Chris Proctor**

Reply from Cllr Wallace

Thank you for the information. Could you please let me know the contractors intended dates when you have them please.

**b) To consider** 20mph zone on Berry Lane.

Cllr Wallace has not received a reply to his enquiry to date.

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

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

Work is still ongoing.

Complaints had been received from Allerton Bywater residents that Taylor Wimpey had erected 5 signs 'Private Land. No Dog Fouling' at the southern end of the new estate. ABPC contacted the chairman as this was in our Parish. The chairman made enquiries and established that all of the land was in our Parish, some of which was designated public open space and the rest of the land was within the boundary of St Aidans Country Park.

**RESOLVED:**This information was passed on to the site manager who agreed to remove the signs immediately. The posts would remain until a meeting could be arranged to discuss the problem.

**b)10/01412 Biffa Site. Approved.** Application to layout access and erect 79 houses.

**bi) 14/ 03823** Revised layout from 79 houses to 76.

Cllr Wallace has contacted Taylor Wimpey regarding new street names for the development. They appear to have no objections. The matter is ongoing.

**c) 2014 SHLAA and Site Allocations Plan (SAP)** Update. Nothing new to report. Next stage of the SAP, which was due in the autumn of 2014, is now expected in the summer of 2015

**d) 14/05819/FU** 74 Whitehouse Lane Great Preston LS26 8BJ

**e) 14/05526/FU** 17 Queens Court Great Preston Leeds LS26 8DD  
s/s rear extension. This application has been approved.

**f) 14/04858/FU** Land Off Hollinhurst Allerton Bywater Leeds WF10 2HY  
This application is still on-going.

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

##### **a) To receive details of Christmas Lights switch-on.**

**RESOLVED:** Everything has been arranged for the switch-on, all those taking part have confirmed they will attend.

##### **b) To consider Budget proposals 2015/16 and setting of Precept Levy.**

The PC has not yet received the Tax Base figure from Leeds City Council, so cannot set the 2015/16 Precept Levy yet. The figure has been promised 'before Christmas' along with the precept application forms. The closing date for applications has been extended to February 13 2015.

The Clerk and Chairman will update members as and when the information is available.

Due to there being no meeting in December a decision **MUST** be made on the 28 January 2015. If need be a special meeting will be called in December.

**RESOLVED:** After a lengthy discussion it was agreed to increase the precept request to £9500.

The percentage increase to a council tax payer would depend on the 2015-16 Tax Base set by LCC and any Council Tax Relief grants from Central Government passed down by LCC. As we do not have this information yet, using 2014-15 figures the suggested increase would cost a Band C householder an extra £1.50p a year or around 3p a week.

#### **15 ENVIRONMENT**

##### **a) In Bloom. To receive** report of meetings..

In Bloom AGM meeting held on 19 November, minutes of the meeting in minute book.

Arrangements were made to plant a number of the daffodil bulbs .

A number of large stones are to be donated from Old Hall Farm, to be used as a feature at Preston Corner. It was agreed that a landscape gardener would treat the area first with weed killer, then place a membrane over the area, then cover with stone chippings before planting large feature plants and creating the stone work feature. Members of the community and the In Bloom will assist, which will help to cut costs. Provisional date of December 3 2014

##### **b) Peasecroft Wood. To receive** report.

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

##### **d) Wild flower Meadow. To receive** progress report.

The kissing gates are now in place.

##### **e) Preston Corner. To receive** progress report.

##### **f) Public Rights of Way.** To receive report on the conditions of footpaths.

Walk of the footpaths. Cllr Webster is to contact Rosie Watts regarding this matter.

##### **15:1 Allotments To receive** reports.

An allotment holder has been in contact with a Ward Councillor regarding the promise of a skip for clearance work. This has not yet materialised.

#### **16) FINANCE:**

**(Agenda – Item (a) should read November and not October)**

**To receive** payment of:-

##### **a) Clerks Salary and expenses up to 26 November 2014**

**Salary**

**£ 160.00**

**Expenses.**

**Remembrance Sunday refreshments**

**£ 16.85**

**Total**

**£ 176.85**

**b) Cheques for Payment.**

Royal British Legion(Kippax) Wreath £18.50 + donation £6.50	£ 25.00
BPS Printers Sponsor Notice, Preston Lane £25.00 + £5.00 vat	£ 30.00

**16:1 Income**

Vat refund	£428.22
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**16:2 To receive update** on third signatory for cheques.

**RESOLVED:** Cllrs Dickinson and Blackburn are now signatories for cheques.

**16:3 To consider** obtaining Debit Card for on line purchases.

The Clerk has obtained necessary information on obtaining a Commercial Card for use with Parish Council Account.

**RESOLVED:** It was unanimously agreed to apply for a HSBC Commercial Card. Whoever holds the post of Chairperson of the Parish Council would be the named card holder.

It was agreed Councillor Wallace and Councillor Crossley would make the arrangements. As the current Chair, Councillor Wallace would hold the Card, all information and statements would be sent to and held by the Clerk. Councillor Crossley, already a signatory, would be named as the second person on the mandate.

The card would not be used for cash withdrawals.

**16:4 To recommend** delegating power to the Clerk/PFO.

**RESOLVED** As there is no planned meeting in December. It was unanimously agreed to delegate powers to the Clerk/PFO in consultation with two councillors, to pay any invoices received during that period and respond to any urgent requests or repairs.

If an emergency arises the Chair will call a December meeting. Any payments or actions taken will be clearly defined in the January minutes

**17. PUBLICATIONS AND CORRESPONDENCE:**

Clerk to inform meeting.

a) Rural Action Yorks, letter and Country Air Magazine, Issue 128.

b) CPRE Fieldwork Winter 2014, Countryside Voice Winter 2014.

**18. TRAINING COURSES AND MEETINGS.**

**To receive** Information for 2014/15 YLCA training courses.

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

Regarding recent burglary at a property on Whitehouse Crescent, it was reported by PCSO who was present at a recent Coffee Morning at the Elders that an arrest had been made.

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

There were no matters to report.

**20. DATE OF NEXT MEETING**

**28 January 2015**

**21. CLOSE MEETING.**

Meeting closed at 20.40hrs.

Signed.....Chairman

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## **UN-AUDITED ANNUAL ACCOUNTS 2014/15**

### **Balance @ 14/10/14**

Current (Community) A/C	2027.43
Business Money Man. A/C	<u>4826.25</u>

**£6853.68**

### **Unpresented cheques**

Pk Littlejohn External Audit	156.00
Bywater Catering. Cold Call event	<u>120.00</u>
	<b>- £276.00</b>

### **October Expenditure**

Clerks salary and expenses	223.92
Cutting Parish Field. W Garbutt	<u>420.00</u>
	<b>- £643.92</b>

### **Estimated projected and allocated expenditure to 31//3/15**

Clerks salary	800.00
Playground Inspection	100.00
Wreath, Remembrance Day	25.00
Xmas lights, switch-on event	150.00
CPRE Membership renewal	29.00
Admin. Expenses	200.00
Dog fouling notices	<u>465.00</u>
	<b>- £1769.00</b>

### **RESERVES**

#### **Contingency fund for Elections and Village Hall building maintenance**

2013/14	1070.00
2014/15	<u>953.00</u>
	<b>- £2023.00</b>

Estimated surplus to year end 31/3/15                      **£2141.76**