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NOVEMBER 2017 PARISH COUNCIL MEETING

Draft Minutes of the meeting of Great and Little Preston Parish Council held in THE ELDERS COMMUNITY CENTRE, St Aidans Estate, at 1830hrs on WEDNESDAY 29th NOVEMBER 2017

Members Present: Cllrs Bath (**DBA**), Dickinson (**AD**), Blackburn (**DBL**), Crossley (**BC**), Bentley (**AB**), Taylor (**JT**). Also present was the Clerk (**JW**)

1. CHAIRMANS WELCOME AND OPEN MEETING.

Chairman welcomed those present and opened the meeting at 18.30hrs.

2. TO RECEIVE APOLOGIES.

Apologies were received from Cllr Hanson.

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

a) Cope-off Wood Lane. Cllr Bath mentioned trees in the copse, some of which are spindly due to being too close together. They need thinning to allow better growth. After discussion it was agreed that the land owner should be contacted. (DBA) Cllr Bentley will then contact Yorkshire Wildlife Trust.

16c) Work to memorial and wall on Preston Lane. (see Invoices)

4. TO RECEIVE DECLARATIONS OF INTEREST

There were no declarations of interest.

5	<p>OPEN SESSION –members of the public may raise any matters concerning the parish</p> <p>Please note that each Parishioner will be allowed a maximum of 5 minutes to speak to the Parish Council. Thereafter any Parishioner remaining for the duration of the meeting are silent observers and must not take part in any question, answer or discussion.</p> <p>As no members of the public were present, there was nothing to discuss.</p>	N/A	N/A
6	<p>TO RECEIVE – the minutes of the Parish Council held on 27 September 2017:</p> <p>A number of items should have been included under various sections:-</p> <p>Item 6 - Gazebo. Cllr Bentley was given permission to purchase</p>	GH DBL	

a large, sturdy gazebo and both Cllr Hanson and Cllr Blackburn offered to provide storage space once purchased.

Item 8 - There was much discussion around the Village Hall and not all action points were attributed responsible Cllrs.

AP. Cllrs Hanson and Taylor to complete application form for funding to Lottery. (GH) (JT)

AP. Cllr Bath Agreed structural engineer to look at tower, then Cllr Bath to contact structural engineers for quotes.

AP, Clerk to contact Ian Wallace and Emsley solicitors in Garforth to fine out documentation regarding covenant/terms and conditions of Village hall handover, especially in relation to the bell tower.

AP. DBA will obtain copies of the structural report for all councillors. The photographs taken are all held on a memory stick.

AP. YLCA Community first Yorkshire Public Works loan - The Parish Council had previously obtained one to purchase the Parish field on Preston Lane - one may be applied for to do essential repairs at the Village Hall.

AP. A further liaison meeting with the Village Hall Management Committee.

9. Estates and Playgrounds -

9.3 Little Preston. Cllr Blackburn reported that the ginnel is no longer a problem as the hedge has been removed.

Not all the hedge was removed but a section which was getting overgrown was removed to build a shed in the garden. As winter is approaching, access through the ginnel isn't a problem at the moment.

10.4 Newsletter - AP GH.

There was a discussion about how many properties there were in Great and Little Preston. JW to find out.

13 Planning e. Appeal to be heard on 12/12/17 so nothing to report until after the hearing.

14. New Agenda Items.

b) Data Protection Officer. Background was that usually the Clerk handles data so there should be another officer within GALPPC for DPO. However one person could do a group of small Parish Councils. Clerk to contact Jon Crossley to ascertain if he is, or would be willing to be DPO for a group of small Parish Councils, including Great and Little Preston.

d) AON Insurance, the alternative company is Came and quotes to be obtained from them, also from Zurich.

g) Precept Budget. AP all - Although this was to be an Agenda Item for November, Chair - Cllr Bath asked if Parish Councillors had any thoughts on items to include, to let him know before next meeting.

15. Environment.

a) In Bloom - It was mentioned that some trees had been vandalised, but PC would look at obtaining replacements next year, this to be a possible item for the Agenda.

c) Public rights of way- At the meeting there was also mention of Footpath 4 being ok as well as footpath 5. Should names of those who walked it in case this was questioned at a future date.

g) Christmas Lights AP DBA to contact New Inn? Also AP someone contacting Garforth Lions to come (with Santa in Sleigh)

	<p>16. Finance Clerk to claim VAT back.</p>		
7	<p><u>MATTERS ARISING</u> from the PCM of 26 July 2017 a) Parish Council Asset Register. To receive update. Email received from LCC, requesting any new assets. Cllr Dickinson is dealing with this.</p> <p>19) Fence at Whitehouse Lane 17/00495UHD3 There was nothing to report. 14d) Aon Insurance. To receive update. Clerk to contact Jon Crossley. 14e) Unruly Bushes/hedgerow on Whitehouse Lane. To receive updates. Cllr Bentley followed up this matter and contacted Simon Norman of LCC, who sent people out to inspect the area which relates to properties 24-42 Whitehouse Drive. 14f) Remembrance Day Service. To receive updates. The event was very well attended and good comments were received regarding work done on the Memorial and the surrounding wall. Refreshments were enjoyed afterwards in the Village Hall.</p>	AD/JW	
8	<p><u>VILLAGE HALL</u> a)To receive report of Village Hall Management Committee (VHMC) meetings. Fire Alarm - key to the box was mentioned, Cllr Bath is looking after it. Porch repairs - Whitecliffe Masonry to be contacted regarding the work. To receive update on survey. Cllr Bath sent email regarding the matter to Cllr Mark Dobson. Regarding the Bell Tower - survey to be obtained.</p> <p>Liaison meeting with Management Committee A meeting to be arranged in the New Year. Heritage Fund Bid = Cllr Hanson reported that pre-screening form has been submitted</p>	DBA DBA	
9	<p><u>ESTATES AND PLAYGROUNDS</u> 9.1) Glencoe a) to receive reports There was nothing to report.</p> <p>9.2) St Aidan's a)to receive updates It was reported that the Play area is fine. Residents had reported that the contractors who cut the grass on the Estate have left piles of grass on pavements, which causes health and safety issues, as many residents are elderly. Payphone Box Cllr Dickinson was informed by payphones at BT that the kiosk is due to be removed, but it is not possible to give any indication of timescale</p>	- - AD	

	<p>9.3) Little Preston a)to receive updates It had been reported that there is a pothole in the road at the top of Hall Road, Cllr Blackburn is to contact Cllr Mark Dobson re. this matter. DBL Little Preston cabling - To receive update. Work to commence 15 December, disruptions are expected.</p>		
10	<p><u>COMMUNICATION AND MEDIA</u></p> <p>10.1 Website – to receive updates Cllr Hanson reported that the website is working ok. Some items are missing from the PC Website (Minutes, accounts etc) These are to be sent to Alistair/Malcolm by Clerk</p> <p>10.2 Social media – to receive updates Notice Boards - Cllr Blackburn suggested permanent notice on display giving details of PC website, facebook, twitter, contact details of Clerk and Cllrs and meetings (last Wed. in every month) After discussion this was agreed, Cllrs to inform Cllr Blackburn of any information which may be added to points of contact</p> <p>10.3 Broadband/High speed fibre – to receive updates</p> <p>10.4 Newsletter. To receive reports. Cllr Hanson circulated new draft copies to members for checking. Approximately 1000 copies to be ordered when draft agreed.</p>	GH GH DBL GH	
11	<p><u>SWILLINGTON EDUCATIONAL CHARITY</u> To receive trustees report. There was nothing to report.</p>	JT/DBL	
12	<p><u>HIGHWAY MATTERS</u></p> <p>a) To receive reports of continuing efforts to improve safety on Whitehouse Lane and update regarding Traffic speeds through Great Preston. Cllr Bath reported that the situation is on-going</p> <p>b) Whitehouse Lane Parking issues It was reported that some cars are still being parked on the grass verges. Cllr Blackburn is to raise this issue with Cllr Mark Dobson</p> <p>c) Parking outside the primary school To receive update. Double yellow lining has now been carried out. Email received from Katie Pashley, head of the Primary School regarding crossing the road from the Village Hall car park to the School and requesting information re possibility of crossing patrol officer. Cllr Bath is to reply to her email, stating that this would not be the responsibility of the Parish Council.</p>	DBA DBA DBL	
13	<p><u>TO CONSIDER ONGOING PLANNING MATTERS</u></p>		

	<p>a)10/01412 – 14/ 03823RM Biffa Site – to receive update Nearly completed Footpath along the North West side of the Biffa Development. To receive update. Various emails have been sent between Cllr Bath and Cllr Mark Dobson but nothing resolved so far.</p> <p>b)2015 Site allocations – to receive update There was nothing to report.</p> <p>c) APP/N4720/W/17/3177207 Appeal There was nothing to report.</p>	DB	
14	<p><u>NEW AGENDA ITEMS</u></p> <p>a) Precept Budget. Email received from LCC regarding proposed timetable. Parish Council Budget to be agreed at the January Meeting.</p>		
15	<p><u>ENVIRONMENT</u></p> <p>a) In bloom – to receive reports of meetings. No meetings had been held.</p> <p>b) Peasecroft Wood – to receive report There was nothing to report.</p> <p>c) St.Aidan’s Country Park – to receive reports RSPB are to have a Litter Pick on Sunday 10 December.</p> <p>d) Wildflower Meadow off Fleakingley Lane and Parish field on Preston Lane</p> <p>i) To receive progress reports Charles Hirst has cut the hedges on Fleakingley Lane and Preston Lane. The new path has grass and weeds growing. Cllr Bentley was given permission to deal with this. AB</p> <p>ii) New signage on Fleakingley Lane/Whitehouse Avenue/Astley Lane To receive progress reports. Cllr Bentley reported that the finger post sign has been erected, there is a delay on the other signs AB</p> <p>iii) Email received from parishioner Mrs Sheila Scott regarding possibility of purchasing a seat rather than a bench placed in the Wildflower Meadow. After discussion Cllr Bentley was given permission to respond, stating that the Parish Council has no objection.</p> <p>e) Public rights of way – to receive report on the conditions of the footpaths.</p>		

	<p>Footpath No. 4 To receive report. It was reported the path is overgrown and the style has disappeared. LCC Footpaths to be contacted in the new year.</p> <p>f) Littering, fly tipping and dog fouling – to receive reports Email received from LCC re Public consultation on changes to Dog controls and prohibition of smoking in children's play areas. Dog fouling it was reported that this is intermittent Littering = LCC are acting on fly tipping reports AB</p> <p>g) Christmas Lights. To receive updates. All arrangements made for the switch on. Preston Players to attend to play Carols, food ordered at the New Inn, Santa Claus to attend.</p> <p>15:1 Allotments. To receive reports. There was nothing to report.</p>														
16	<p><u>FINANCE: NOVEMBER 2017</u> To recommend payment of:-</p> <p>a) Clerks Salary and expenses</p> <table data-bbox="277 994 1107 1196"> <tr> <td>Salary October 2017</td> <td style="text-align: right;">£160.00</td> </tr> <tr> <td>Expenses:</td> <td></td> </tr> <tr> <td>Stationery Items punched pockets</td> <td style="text-align: right;">2.00</td> </tr> <tr> <td>Refreshments for Rem. Day</td> <td style="text-align: right;">9.72</td> </tr> <tr> <td>Postage</td> <td style="text-align: right;">1.95</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£173.67</td> </tr> </table> <p>b) Royal British Legion - cost of wreaths £35.50</p> <p>c) Work to Memorial and Wall. Invoices to be obtained.</p> <p>6:2) To receive record of Credit Card purchases. There were no Credit Card transactions.</p>	Salary October 2017	£160.00	Expenses:		Stationery Items punched pockets	2.00	Refreshments for Rem. Day	9.72	Postage	1.95	Total	£173.67		
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17	<p><u>PUBLICATIONS AND CORRESPONDENCE</u></p> <p>a) LCC Updated key cases for Garforth and Swillington Ward b) LCC Leeds local plan, Aire Valley Leeds and Area Action Plan adoption. c) Email received from Lara Brennan re. possibility of placing information regarding local Job Centres on PC Website. d) LCC Email re. HS2, also representative of HS2 asked if he could attend PC meeting to talk about HS2. e) YLCA Info. request re. grant funding for history/trail boards. f) NALC Chief exec. bulletiins 38,39,40 g) YLCA/NALC request for help, survey re. diversity h) Northern Powergrid, Workshops. j) Clerks and Councils Direct, Issue 114 k) CPRE Countryside Voice/Fieldwork magazines. l) NALC Legal Briefing. Reform of data protection. m) Parish Boundary proposals</p>														

18	<p>TRAINING COURSES AND MEETINGS To receive information for 2017 YLCA training courses. Nothing to report</p> <p>To receive report Police Contact point meetings. Crime figures. No figures were available.</p>		
19	MATTERS TO REPORT (Formerly any other business)		
20	DATE OF NEXT MEETING 31 January 2018		

Meeting closed at 21.00 hrs.

Chair.....

Date.....