



DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 30th OCTOBER 2013 IN THE ELDERS COMMUNITY CENTRE, ST AIDANS ESTATE, GREAT PRESTON. MEETING COMMENCED AT 18.30hrs.

MEMBERS PRESENT: Cllrs Wallace, Dickinson, Taylor, Beattie, Blackburn, Webster and Bath. **Also present** was the Clerk, Ward Councillor Mark Dobson and Mr Kris Nenadic, **The following members of the public were present:** Susan Eklof, Paul Griffiths, Maxine Birch, Christine and Jimmy Thompson, Marie and Jonathon Bath, Shelley Firth, Paula Strafford, Ann Bath, Ann Nimmo and June James.

1. CHAIRMANS WELCOME AND OPEN MEETING

Chairman welcomed everyone and opened the meeting.
Cllr Denise Blackburn was welcomed to her first meeting as a Parish Councillor.

2. TO RECEIVE APOLOGIES

Apologies were received and accepted from Cllr Crossley.

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

Reasons for inclusion will be recorded in the minutes.

4. TO RECEIVE DECLARATIONS OF INTEREST

To disclose or draw attention to any disclosable pecuniary or other interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 10 – 13 of the Members' Code of Conduct. As a member, Cllr. Webster declared an interest in matters concerning the In Bloom Group

5. OPEN SESSION members of the public may raise any matters concerning the Parish
It was agreed that Items 9b and 9c should be brought forward at this point, as a number of those present were in attendance regarding these matters, along with Ward Councillor Mark Dobson and Kris Nenadic.

The Chairman said that due to the full agenda. Questions should be kept to the statement from Mr Nenadic and to agree a date for a residents meeting where a fuller discussion could take place. This meeting would have to be during daylight hours for obvious reasons. The Elders community centre would be available after a site visit.

The Chairman introduced Mr Nenadic, Operations manager of LCC Parks and Countryside and Cllr Dobson, Executive Member for the Environment and Parks, Ward Member for Swillington and Garforth which includes the Parish of Great and Little Preston to the meeting, the former was invited to address the meeting on the issues below.

Item 9:2b. Mr Nenadic confirmed the trees on The Lines at the rear of properties on Valley Drive would be coppiced as soon as possible but no later than the end of February. This was confirmed by Cllr Dobson.

Item 9:2c. Mr Nenadic and Cllr Dobson both apologised to the residents who received solicitors letters regarding encroachment onto LCC land.(Copy of letter attached to minutes)

Mr. Nenadic said the standard legal letters should only be used as a last resort and only after consultation with the residents concerned. The vast majority of issues were resolved amicably by talking. On this occasion no consultations had taken place.

The Chairman asked why the Parish Council was not informed and asked if the the departments and Leeds City Councillors were aware of the Parish and Town Council Charter?

Mr Nenadic said he was aware of the Charter and that neither he nor Cllr Dobson were aware the letters had been sent.

Cllr Dobson stated the letters were immediately rescinded and residents were not denied access to LCC land which is also public land.

Asked why the letters of apology promised had not been sent. Mr Nenadic said letters would be sent to the recipients of the original letter when the officer dealing with the case returned from leave on the 4th November.

Residents stated they had been encouraged in the past to maintain the land and had been doing so for over twenty years.

A question on adverse possession was asked but this course of action would not be to the advantage of either party. Mr Nenadic and Cllr Dobson agreed a satisfactory outcome could be achieved without going down this route.

The chairman said he was concerned about the maintenance of the whole stretch of the embankment behind Valley Drive as there were residents less able to maintain their own area. This matter would be discussed further at the residents meeting.

Mr Nenadic and Cllr Dobson gave assurances that LCC would work closely with the Parish Council and the residents to agree a sustainable maintenance programme.

A resident brought up the issue of the Gas Board laying new pipelines through their gardens. Neither LCC representatives or the Parish Council was aware of this. But in any event it would be the utilities provider or their contractors responsibility to leave the land as they found it.

After discussion a date of Saturday November 16 2013 at 10am was provisionally agreed to hold the residents meeting. The officers attending would be Mr Phil Staniforth and Mrs Vicky Nunns. Cllr Dobson said he would also attend. Confirmation of the date and time would be confirmed when Mr Staniforth returned from leave.

At this point the residents and LCC representatives were thanked for their attendance and input. Mr Nenadic, Cllr Dobson and some residents left the meeting.

Mrs M Bath asked if a decision had been made on the lease of Parish Land on Preston Lane.

The chairman informed her the Council would discuss the matter as the last item as shown and explained on the published agenda.

6 TO RECEIVE the minutes of the Parish Council Meeting held on 25 September 2013.

RESOLVED: The minutes of the meeting were accepted as a true record.

7 MATTERS ARISING from the PCM minutes of 25 September 2013. – **information only**

Item 5 – notice boards were checked after the meeting in September, plus the Post Office, all notices were still in place and letters were sent to all parties confirming this, also explaining complaints procedure.

RESOLVED; Accusations and reports that notices and agendas for the September meeting had not been displayed or removed were unfounded

8.VILLAGE HALL

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

Copy of minutes of the meeting that took place on October 9 placed in the Minute file. Item 9 – Radiator burn marks on the brickwork on the exterior wall? This was highly unlikely – this could possibly be due to run off from the stained glass windows above and there are no marks on interior walls.

'Trees' growing from the guttering – the gutters had been repaired and cleaned in May 2013 and paid for by the Parish Council. Further investigations are required.

Since the joint meeting last year the PC Chairman Cllr Wallace has attended the VHMC meetings in an ex Officio non voting capacity (as he does with the In Bloom group and Allotment group) in an attempt to get a better working relationship between the two bodies. Prior to the October meeting Cllr Wallace was asked by the Chairman of the VHMC if his presence was really necessary. Cllr Wallace said if that was the wish of the committee so be it. On October 22 Cllr Wallace received a hand delivered letter (copy attached to minutes) from the Chairman of the VHMC stating that the Parish Council Chairman was not required to attend meetings. Although the letter states the matter was discussed, there is no record of this being part of a resolution passed by the majority of the members in the draft minutes of the VHMC meeting of October 9.

On a personal note the Chairman stated that this was one less meeting he had to attend.

But he would like to remind the VHMC that they are managing a Parish Council asset on behalf of the people of the Parish and to hold closed meetings leave themselves open to criticism and should seriously look at their constitution.

Parish Councillors who are members of the VHMC, as part of their signed Code of Conduct, are required to register their interest with the Monitoring Officer at LCC and cannot take part in or vote on any agenda items relating to business of the VHMC.

9. ESTATES and PLAYGROUNDS

9:1) Glencoe.

a) To receive reports of meetings i) Skate Park ii) Friday Night Project

There was nothing further to report on these items.

b) To receive update on inappropriate use of Notice Board.

The Clerk had monitored the notice board and there had been no further inappropriate use.

c) To consider AVH proposal to remove grassed area to increase parking space

9:2)) St. Aidans.

a) To consider playground weekly inspection and Litter Pick.

Mr Winn had reported that there has been very little rubbish left at the playground since the last meeting.

b) To receive update of complaints concerning overgrown trees at the rear of Valley Drive.

This Item had already been discussed under Item 5

c) To consider enforcement letter to Valley Drive residents regarding 28 days notice to vacate LCC land at the rear of properties.

This item had already been discussed under Item 5

10. COUNCIL WEBSITE

a) To receive updates. Cllr Webster had sent emails to members to test the system. Cllrs Taylor and Beattie had not replied, but will check and respond.

11. SWILLINGTON EDUCATIONAL CHARITY

a) To receive Trustees report of meetings with Swillington Educational Charity and copy minutes of Trustees meeting held on October 16 and open meeting of October 24. Cllr Wallace stated that there had been some complaints at the meeting, but no constructive ideas for an alternative way forward.

12) HIGHWAY MATTERS –

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

b) To consider response from Highways on outstanding issues.

Nothing had been done since the last meeting, this matter to be raised with officers at the site visit with residents on November 16.

13) TO CONSIDER PLANNING MATTERS –

a) 11/01713 Kensington Place (Hollinhurst). Update. Development progressing, nothing to report

b) 10/01412 Biffa Site. Update. Awaiting plans panel decision.

c) To receive update on local Site Allocations. Nothing to report.

d) 13/04687 The Poplars, Goody Cross Lane rear extension

The Parish Council had not received any objections from residents on this application.

e) 13/04572 The Old School, Preston Lane Change of use to 5 bed dwelling

Although the Parish Council do not ordinarily comment on applications unless asked by residents to support objections, on this occasion it was proposed and agreed that a supporting comment should be placed on the website.

RESOLVED: The Chairman would submit an on line supporting comment.

14) NEW AGENDA ITEMS.

14:1 To recommend Joining a mapping service Parish on Line at a cost of £50.00pa

It was offered with 33 days free of charge.

RESOLVED: After discussion it was agreed to pursue this offer.

14:2 To consider funding to replace plants at Preston Corner.

After discussion it was agreed that the In Bloom team should come up with a plan for the replanting along with costings. Woodend Nurseries were willing to assist with the planning.

This to be considered as a budget item for 2014 Precept.

14:3 To consider Remembrance Sunday arrangements. 10 November 2pm

Posters have been placed on Notice Boards. Police have confirmed their attendance, along with Peter Nixon of the Baptists. Mr Butler will play the 'Last Post'

Rev Diane Flynne, the new C of E Team Vicar to be contacted and invited to lead the service.

Refreshments to be served afterwards in the Village Hall.

14:4 To consider Christmas Tree lights switch on. Confirmed date Thursday December 5 6.30pm.

Preston Players have confirmed they will be happy to accompany the carol singing, New Inn agreed to provide food, tea and coffee, plus soft drinks, paid for by the Parish Council.

Cllr Dickinson had made some enquiries on-line for solar powered lights for trees. This is to be discussed at the next meeting.

15) ENVIRONMENT

a) In Bloom. **To receive** report of meetings and Parish Walk. The walk took place on Sunday 20 October, 70 plus people attended and enjoyed the walk and the refreshments afterwards, supplied by the Parish Council. 30 maps had been sold at £1 each this to be given to the In Bloom group. It is hoped that another walk will take place in March 2014.

b) Peasecroft Wood. Nothing to report.

c) St. Aidans Country Park. To receive update and report from meetings. Cllr Wallace attended the October meeting. Copy of minutes not yet received, The legal wrangle over the lease was still ongoing and there is no sign of the visitors centre and car park opening in the near future. Concerns were voiced over the multi million pound improvements to Leeds city flood defences and what effect it would have down stream i.e. Allerton Bywater.

Many members voiced their opinion on the 'disgusting' way long serving members, like our own Len Shakespeare, were ignored by the RSPB when invitations were sent out for the official opening back in May.

The RSPB representative assured members there would be another relaunch and this time the Liaison Committee would be invited

d) To receive report of S106 Greenspace projects and meeting with LCC.

Cllr Wallace had a meeting with Vicky Nunns and the landscape architect. Whilst the Parish Council were continuing their part of the project very little appears to be happening regarding the funding and other projects suggested. Mrs Nunns said she was looking into matched funding amongst other things. Regular updates required.

The Parish Council will organise the tree planting this autumn.

e) To receive reports of progress with Wildflower meadow. See 15d.

15:1 Allotments To receive reports

No meetings had been held.

A skip had been obtained to clear areas and was appreciated by Allotment holders.

The next meeting will take place in November

16) FINANCE:

16:1 To recommend payment of

a) Clerks Salary and expenses August Salary	£160.00
Refreshments for Parish Walk	20.47
Postage	3.00
Travel	1.54
	<u>£185.01</u>

b) YLCA 10 x Good Councillor Guide £ 26.00

c) BPS Printers 2 x Walk Banners £76.00 plus Vat £15.20, total £91.20

To receive

a) Donation from Mr & Mrs Poyner £30.00, for help received clearing a felled tree in their garden.

b) Donation from In Bloom £76.00

c) NE Wayleave Payment £ 8.84

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

a) Budget proposals for 2014-15.

It was suggested that a short meeting could be held in December to discuss this. Decision to be made at the next meeting.

17. PUBLICATIONS AND CORRESPONDENCE – Clerk to inform meeting.

a) Clerks and Councils Direct, Issue 90

b) Rural Action Yorkshire, Country Air, Issue 126.

c) AON Letter regarding Insurance regulations for Firework displays, bonfires etc.

d) Letter of thanks for help with dealing with fallen tree in garden of 31 Whitehouse Avenue. (donation of £30)

e) Bowers Mission, letter of thanks for donation of £150

f) Allerton Bywater Church Committee, letter of thanks for donation of £150.

18. TRAINING COURSES and MEETINGS

To consider:-

- a) YLCA Training Courses October and November
Cllrs Blackburn and Taylor expressed interest in attending a course on 4 December at Cedar Court Hotel, Wakefield, booking to be made.
- b) Annual Conference 15 and 16 November 2013
- c) Parish and Town Council Annual Forum January 2014. Restricted to two delegates.
Chairman to attend, one more councillor required
- d) **To receive** report of Garforth and Swillington Forum meeting.
Cllr Wallace attended and stated that Police Commissioner, Mark Burns-Williamson attended, gave a short talk and answered questions.
Copy of minutes will available for the next meeting.

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

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

20. DATE OF NEXT MEETING.

The next meeting will take place on Wednesday 27 November 2013.

21. To consider request from the Charity, Laneside Trust to lease the Preston Lane Parish Field.

Due to lack of privacy in the meeting place this topic is the last item on the Agenda to allow any councillors with pecuniary or other significant interest in item 21 to leave the premises.

As Cllr Bath has a recorded pecuniary interest in this matter, he left the meeting at this point.

Cllr Wallace had made further enquiries into the legalities in entering into a leasehold agreement with the Trust. The cost would have to be investigated further.

Cllr Dickinson had spoken to the Head of Brigshaw High School, who stated that the school already has links with Kippax Allotment Society and had reservations on matters of Health and Safety, supervision etc .

Cllr Dickinson has also tried on a number of occasions to contact the Head of the Primary School, but has had no success.

The main concern of local residents was with the uncertainty of future housing developments within the immediate area, open space would be at a premium. Even though the footpaths would be protected the enjoyment of the open space would be lost.

RESOLVED: After discussion it was agreed that the request from Laneside Trust should be refused.

22. CLOSE MEETING.

Meeting closed at 20.10 hrs.

Chair.....

Date.....

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

ACCOUNTS

Balance @ 13/10/13		
Current A/C	1274.63	
Business Money Man. A/C	<u>4799.23</u>	£6013.86

October expenditure

Clerks Salary	185.01	
Section 137 Donation		
A/Bywater Church Committee	150.00	
Section 137 Donation		
Bowers Mission	150.00	
YLCA Good Cllrs Guide.	26.00	
PKF Littlejohn Ext. Audit	120.00	
BPS Print. Banners	<u>91.20</u>	- 722.21

Estimated projected and allocated expenditure to 31/3/14

Clerks salary	800.00	
Internal Audit	50.00	
Christmas tree event	150.00	
Remembrance Day Wreath	25.00	
Admin. Expenses	<u>200.00</u>	- 1225.00
Grant from LCC to be held over		- 1070.00

Estimated surplus to year end 31/3/14	£3056.65
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16 Low Farm
Great Preston
Leeds LS26 8AD

22nd October 2013

Dear Ian,

Your attendance at the Village Hall Committee Meetings was discussed at our October Meeting and it was agreed that I should write to you.

The Constitution states that the Committee is empowered to invite an individual to become members of the Committee. It was felt that as you were attending as Chairman of the Parish Council there might be a conflict of interests.

It had previously been agreed, at the request of the Parish Council, that the Council and the Village Hall Committee should put all communications in writing and the Village Hall Committee has adhered to this. We also provide minutes and Accounts after every meeting. This also allows you in your capacity as Chairman of the Parish Council to have a totally independent view of these.

Finally, thank you for all the help you have given during the past year.

Yours sincerely,

A handwritten signature in black ink, appearing to read "A. Kenningway". The signature is written in a cursive style with a horizontal line at the end.



Leeds
CITY COUNCIL

FIRST CLASS

The Owner/Occupier
40 Valley Drive
Leeds
LS26

Legal Services

Civic Hall
Leeds LS1 1UR

Contact: Sheila Lewis
Tel: (0113) 24 78853
Fax: (0113) 39 50480
Email: sheila.lewis@leeds.gov.uk
DX No: 715299 LEEDS 33
Our Ref: A72/SL/R00939
Your Ref:

18 October 2013

Dear Sir/Madam

LAND AT VALLEY DRIVE

I am instructed that you may be encroaching onto land belonging to Leeds City Council at the rear of your property. I attach a plan of the area in question showing the land owned by Leeds City Council.

If you have erected a gateway in your fence and/or erected structures on the Council's land/deposited items of garden waste/rubbish on the Council's land and/or entered onto the Council's land you are trespassing.

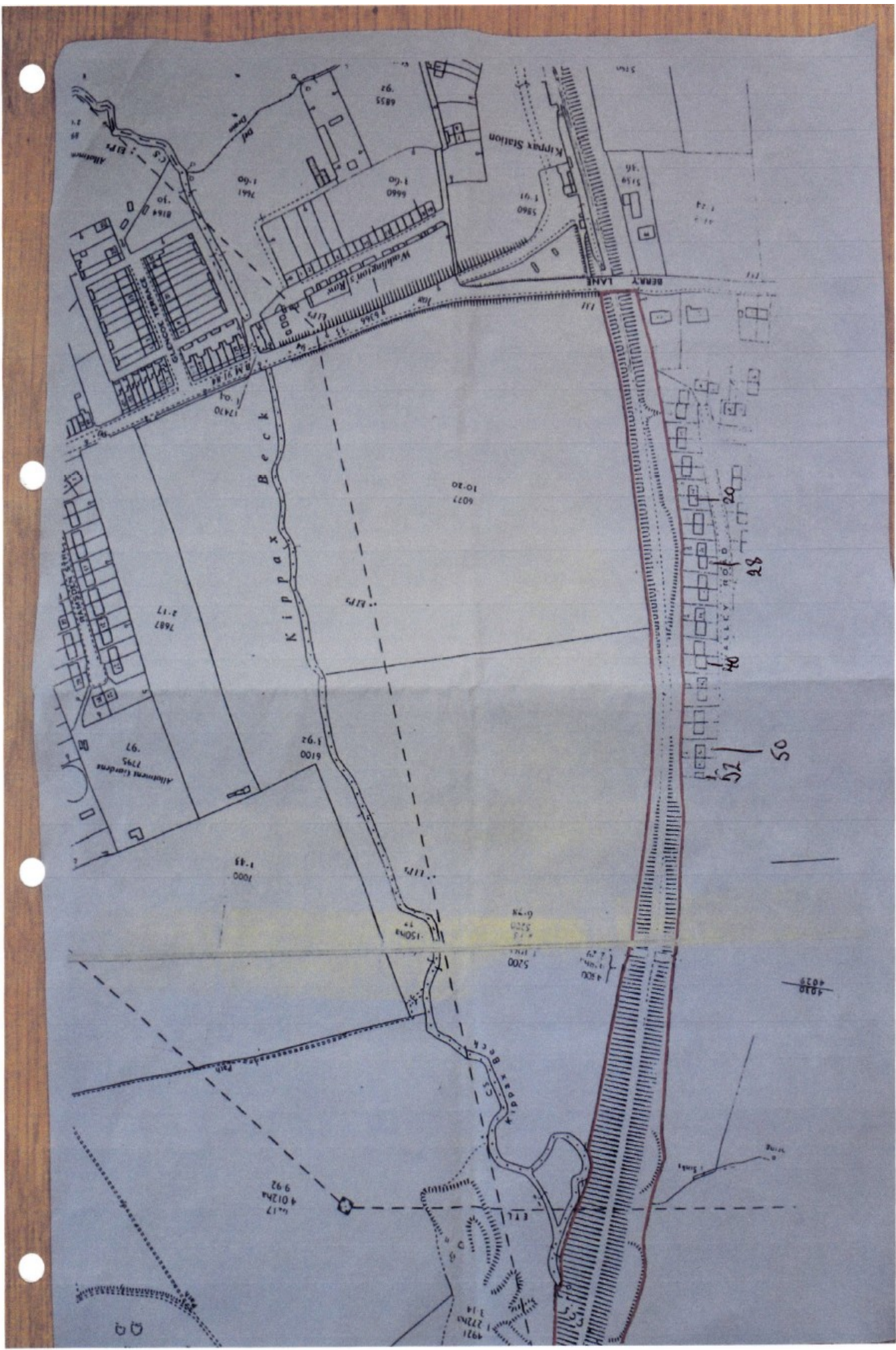
The Council requires you to:

- 1 Block off any gate which may have been erected in the fence
- 2 Cease trespassing on Council land
- 3 Reinststate the Council's land to its previous condition, ie remove any waste/deposit/structure

Please confirm to me in writing that this work had been completed within 28 days from the date of this letter so as to avoid any further action on our part.

Yours faithfully

SHEILA LEWIS
Legal Officer
General Litigation



88
 84
 50
 75
 4030
 Kippax Beck
 Kippax Station
 BERRY LANE
 Allotment Gardens
 B.M. V. 44
 7687
 7395
 97
 1000
 1-43
 6100
 1-92
 6077
 10-20
 6027
 1-50
 5200
 6-78
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 1-17
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 4030
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 992
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 2770
 3-14
 4921