



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

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

**MEMBERS PRESENT:** Cllrs.Wallace, Dickinson, Taylor, Webster, Blackburn and Crossley.  
Also present was the Clerk.

**1.CHAIRMANS WELCOME AND OPEN MEETING:**

Chairman welcomed everyone and opened the meeting at 1830hrs.

**2.TO RECEIVE APOLOGIES:**

Apologies were received from Cllrs Bath and Beattie.

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

**14/06194/TR Tree Works 23 Whitehouse Avenue, to discuss as Planning item 13e.**

**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. Local resident entered the meeting and asked if he could tender for the grass cutting contract throughout the Parish. It was agreed to put this on the agenda of a future meeting. In the meantime enquiries would be made into the possibility of the PC taking over the grounds maintenance on a management contract with LCC.

**6.TO RECEIVE** the minutes of the Parish Council Meeting held on **24 September 2014.**

**RESOLVED** The minutes of the meeting held on 24 September 2014 were accepted as a true record and signed by the Chairman.

**7.MATTERS ARISING** from the PCM minutes of **24 September 2014 – information only.**

14 Christmas lights switch-on confirmed 6.30pm December 4. Cllr Crossley said Preston Players had agreed to attend.

Cllr Wallace said the New Inn had agreed to provide the hot snacks afterwards.

**8.VILLAGE HALL) To receive** report of Village Hall Management Committee(VHMC) meeting  
Cllrs A McKenna and S. McKenna have donated £320 MICE money to purchase 2 sleeper seats for the Jubilee Garden.

Meeting of the Village Hall Management Committee was held on 9 October, nothing relating to the Parish Council was discussed other than the cleaning of the war memorial. Those at Ledsham and Fairburn have recently been cleaned, enquiries to be made regarding the company who did the work.

Enquiries to be made to see if the outside lighting was included in the recent annual electrical inspection.

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

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

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

Cllr Wallace reported that there was very little litter on the estate, so it is felt that the person who offered to pick up rubbish seems to be doing so.

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

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

The broken handrail on the verge at the junction of St Aidans Road and Church Road has not yet been repaired.

Gutter repairs have not been done at the Elders Community Building.

The undergrowth on the perimeter of the building has however been cut back.

**RESOLVED:** The Chairman will follow up.

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

**a) To receive reports.** Cllrs Blackburn and Webster agreed to speak to residents to see if there were any areas that the Parish Council could improve in the future.

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

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

There was nothing to report.

## **11. SWILLINGTON EDUCATIONAL CHARITY**

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

Ward Councillor Andrea McKenna, who had been nominated, as the LCC representative attended her first meeting after signing the Trustees declarations.

There were 4 candidates for co option. A special meeting took place immediately after the Trustees meeting to elect the required two trustees to fill the vacancies. Mrs. Janet Taylor from Great Preston and Mrs. Jacqueline Smith from Swillington were co-opted as Trustees.

Since the meeting, both ladies had signed the declarations and were now, along with Cllr McKenna, officially registered with the Charity Commission.

The Board of Trustees is now complete with six registered members.

Minutes of both meetings attached in the Minute Book.

## **12. HIGHWAY MATTERS –**

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

A turn left sign has still not been erected near to the junction of Whitehouse Lane and Goody Cross Lane.

Despite numerous requests and promises the missing sign has not been replaced at this accident blackspot.

The Chairman will contact Highways yet again as no reply had been received to the last request for an update.

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

Cllr Wallace is to make enquiries regarding this matter.

### **c) To receive update on Berry Lane bus stop.**

**RESOLVED:** The bus stop sign has now been moved one metre, by Metro, which has now made it much better for passengers exiting the bus. Metro have been thanked for progressing our request

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

**a) 11/01713 Kensington Place (Hollinhurst).** Update.  
Work is still ongoing.

**b)10/01412 Biffa Site. Approved.** Application to layout access and erect 79 houses.  
Cllr Wallace reported that the building is now being emptied. Contact had been made with Taylor Wimpey regarding street naming.

**bi) 14/ 03823** Revised layout from 79 houses to 76.  
The above also applies to this item.

**c) 2014 SHLAA and Site Allocations** Update.  
No further information is available at the moment, this matter is being monitored.

**d) 14/05819/FU** 74 Whitehouse Lane Great Preston LS26 8BJ  
No objections received to this application.

**e) 14/05526/FU** 17 Queens Court Great Preston Leeds LS26 8DD  
s/s rear extension. No objections received to this application.

**f) 14/04858/FU** Land Off Hollinhurst Allerton Bywater Leeds WF10 2HY  
No objections received to this application.

**g) Late Item 4/06194/TR Tree works 23 Whitehouse Avenue.** The Chairman accepted this item. Application notification received 25 October, comments required from the PC by 31 October 2014.

**RESOLVED:** The Clerk produced the plans and application for members perusal. There were no objections to the proposals.

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

**a) To consider** Remembrance Day arrangements. Sunday November 9 2014 2pm.  
The Parish's oldest resident Mrs Lucy Lund has agreed to lay the wreath on behalf of residents. Reverend Canon Rosemary Hayes will officiate.  
Trumpeter Mr Butler will play The Last Post and accompany singing of the National Anthem.  
Police are to close the road for the duration of the service.

The wreath has been delivered by Kippax British Legion.

**RESOLVED:** Members approved funding of refreshments after service, estimate £50.  
Cost of wreath £18.50, agreed to give donation of £25

**b) To consider** Budget and Precept proposals 2015/16.

#### **Information from LCC**

**November** – “we intend to send out the precept request forms with a recommendation that parishes don't set their precepts until provisional council tax bases are issued”.

**Before Christmas** – “we will let you know your provisional 2015/16 council tax base and confirm the amounts of council tax support grant. As last year we will also include a simple Excel calculator to help you assess precept options. I should emphasise that although the tax bases will be provisional they will be very unlikely to change”.

**14<sup>th</sup> January** – “Council tax bases for Leeds and each individual parish/town council will be confirmed at Full Council; we plan to send out confirmation e-mails then”.

**13<sup>th</sup> February** - “**last date for receipt of precept requests** (to give us time to do all the calculations and collate the data before the Council Budget meeting)”

**25<sup>th</sup> February** – “Budget meeting: Council taxes for Leeds and each parish/town council confirmed.”

**1<sup>st</sup> April** – “payment of precepts and council tax support grant.”

## **15 ENVIRONMENT**

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

In Bloom meeting held on October 2, minutes of the meeting attached.  
AGM of the In Bloom Committee will take place on 12 November.  
A number of daffodil bulbs have been received from Groundwork.

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

Nothing to report.  
It was agreed next year to consider looking at the Himalayan Balsalm problem.

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

The park still remains closed.  
Leeds City Council has paid RSPB £250,000 for the visitors centre.  
Next meeting will be on November 4 .

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

The meadow has been cut again  
11 circular areas have been cultivated and seeded with wild flower mix, three sleeper seats have been installed.  
The sleeper bridge at SE entrance has been levelled and new steps installed.  
The ground on Fleakingley Lane as been prepared for main access and horse stile.  
The path has been straightened, levelled and wood chippings placed at NW entrance off Fleakingley Lane at the Little Preston end.

Welfare cabin is arriving on Monday November 3 and will be sited on the VH car park.  
It is hoped to have all the hard works finished by the end of the second week in November.

### **e) Preston Corner. To receive** report of work carried out to date.

A 14 strong volunteer team from Lloyds Banking Group attended on October 14 on a "Day to make a Difference" community help day. On a miserable wet day, the team, along with several members of the In Bloom group completely cleared the Preston corner shrub bed, rearranged the low shrubs to form a perimeter. Thanks have been sent to team and to their superiors. The team were grateful to the Parish hospitality and the hot food provided. Photographs and thanks were sent to the OECC for providing the skip.

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

It was reported that Fleakingley Lane is in really bad state. The surface is dangerous to both horses and cyclists. Although on the definitive map, Fleakingley Lane is defined as a footpath, LCC PROW are aware and accept the lane has been used as a bridleway for decades. None of the PROW footpaths have been cut this year, the Parish Council will look into taking over maintenance (P3 agreement).  
Footpath No. 5 was discussed.

**RESOLVED:** Cllrs Crossley and Webster will organise a walk to include this path.

The chairman will again try and get some response from PROW and try again for a P3 partnership agreement for next season

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

## 16) FINANCE:

To recommend payment of:-

a) Clerks Salary and expenses up to October 29 2014

Salary \_\_\_\_\_ £ 160. 00

### Expenses.

Preston Corner. Refreshments for Volunteer Group £ 63. 92

Total £ 223. 92

b) Cheques for Payment.

W.Garbutt and Son. Cut Parish Field £350 + Vat £ 420. 00

c) Cheques paid.

Bywater Catering. Cold Calling Event Buffet. £ 120. 00

Littlejohns. External Audit £130 + Vat £ 156. 00

### 16:1 Income

Bywater Fisheries. Sponsor Litter Bin £ 300. 00

National Power. Wayleave Payment £ 9. 15

Woodend Nurseries. Sponsor Preston Lane Flower Bed £ 230. 00

16:2 To consider third signatory for cheques.

**RESOLVED:** Cllrs Dickinson and Blackburn to deal with this.

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

**RESOLVED:** Clerk to look into this.

## 17/ PUBLICATIONS AND CORRESPONDENCE:

Clerk to inform meeting.

a) YLCA White Rose Update.

b) St Gemma's, letter and leaflet.

c) Clerks and Councils Direct.

## 18. TRAINING COURSES AND MEETINGS.

To receive Information for 2014/15 YLCA training courses.

To receive reports Police contact point meetings. Crime figures.

PCS0 Ruth Butler emailed that there had been no reported crimes recently.

Cllr Wallace suggested Parish Councillors look on the Community Police Website for up to date reporting of crimes committed in the local area..

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

a) Cricket Club has obtained 30 saplings from Woodland Trust, for the edge of the field. The PC will provide support canes and protective tubes.

b) Use of a personal email address for Parish Council business was discussed, Cllr Webster is to read up on this matter and report back at the next meeting.

## 20. DATE OF NEXT MEETING

November 26 2014

## 21. CLOSE MEETING. Meeting closed at 20.20hrs.

Signed.....Chairman

**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>	
		<b><u>£6853.68</u></b>

**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**