



Prior to the meeting Mr Michael Campbell Ricketts CEO designate gave a presentation on the aims and objectives of the Charity, Laneside Trust with a view to leasing the Preston Lane Parish field. After which he answered questions from the floor. Brief notes of the presentation are attached to the minutes.

**DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 25<sup>th</sup> SEPTEMBER 2013 IN THE ELDERS COMMUNITY CENTRE, ST AIDANS ESTATE, GREAT PRESTON. MEETING COMMENCED AT 18.50hrs.**

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**MEMBERS PRESENT:** Cllrs Wallace, Crossley, Dickinson, Taylor and Beattie. Also present was the Clerk. The following members of the public were present: Denise Blackburn, Gwendoline Prince, Paula Strafford, Ann Bath, Marie Bath, Jonathon Bath, Jenny Carter and Ann Watson.

**1. CHAIRMANS WELCOME AND OPEN MEETING**

Chairman welcomed everyone and opened the meeting at 1850hrs

**2. TO RECEIVE APOLOGIES**

Apologies were received from Cllrs Bath and Webster.

**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 to consider.

**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.

Cllr Crossley declared an interest in Item 8, Village Hall, as she is a member of the Village Hall Management Committee.

**5. OPEN SESSION** members of the public may raise any matters concerning the Parish. Most of those present were there to register their concerns of the possibility of Laneside Trust renting the Preston Lane Parish field.

Mrs Marie Bath stated that she had handed in a letter to the Parish Council prior to the meeting from Woodend Nurseries.

She stated that Mr Campbell Ricketts had visited her at the family business (Woodend Nurseries) to inform her of his charity's interest in leasing the Parish Field and the possible use for it.

Mrs M Bath informed the Parish Council that she felt some concern for the school, contrary to what Mr Ricketts said, she stated that the Headmistress at the School told her that the school had not given its backing to the scheme.

Mr J Bath stated that access to the field also created a problem, as the entrance is between the School and Woodend Nurseries, onto an already busy road.

It was felt by them that the Parish field should be an amenity for the community.

Mrs M Bath said that Laneside Trust website states that the land would be forthcoming within the next two weeks.

The Chairman informed her that no decision had been made regarding the field, and that no promises had been made to Mr Campbell Ricketts. No Councillor can act alone on behalf of the Council. Any decision would be made after a full debate by the members of the Parish Council.

There were complaints from several members of the public about the lack of publicity of the meeting. Stating it was not displayed or had been removed from notice boards.

Mrs M Bath complained it was not on the PC web site.

Mrs M Bath was informed the agenda is posted on the web site before every meeting.

Mrs A Bath complained the Postmistress was not aware of the meeting.

Mrs A. Bath was informed a notice of the meeting is displayed in the Post Office window and a copy of the agenda is available inside.

The chairman explained the legal obligations of the Council to inform the public of the meeting and assured all present that, over and above the requirements of the Law, the Council had more than adequately, within the time scales laid down, advertised the meeting, displayed the agenda and summoned ALL Parish Councillors.

He said he would investigate the removal of notices from the notice boards, Post Office and Web site.

The enquiry from Laneside Trust was an agenda item and would be discussed by the Council later in the meeting and that both parties would be informed in writing of the Council's decision and the results of the investigations into the complaints of Council procedures ie Failing to notify the public.

The members of the public present regarding this matter were thanked for their attendance and were assured all the points raised would be considered by the Council. The delegation left the meeting at this point.

Mrs Ann Watson enquired if any decision had been made regarding seats in Great Preston and Little Preston. The Chairman informed her that this matter would be discussed when setting the budget for the next financial year.

Mrs Watson also asked if anything had been done by LCC Highways regarding cars parked on the road between road humps and the mini roundabout at Preston Corner. She was informed that nothing had been done up to the present time.

During the open session Parishioner Mrs Denise Blackburn entered the room.

#### **TO CONSIDER co option of resident**

Mrs Denise Blackburn resident of Little Preston expressed her interest in becoming a Parish Councillor.

The Chairman explained the co option procedure. Mrs Blackburn was issued with a new Councillor information and document pack.

**RESOLVED:** It was agreed Mrs Blackburn be co opted at the October meeting.

**6 TO RECEIVE** the minutes of the Parish Council Meeting held on 28 August 2013.

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

**7 MATTERS ARISING** from the Parish Council Meeting minutes of 28 August 2013.       
**information only**

**RESOLVED:** There were no matters arising.

## **8.VILLAGE HALL**

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

**RESOLVED:** There was nothing to report as there had been no recent meeting of the Committee.

## **9. ESTATES and PLAYGROUNDS**

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

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

**ai) Skate Park** - Meeting held at Kippax Housing Office. Report of which was presented to the meeting and a copy is included with the Parish Council Minutes.

**aii) Friday Night Project** - Meeting held at Kippax Sports Centre. Report was presented and the scheme was outlined. This was presented to the PC Meeting and a copy is included with the Minutes.

**RESOLVED:** It was agreed as Parish youngsters take advantage of this project the Council should look into supporting the scheme financially as the only funding was from Kippax Parish Council. This would be part of 2014/2015 budget discussions.

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

**RESOLVED** Since the notice from the Parish Council was placed on the board in question, there have been no further inappropriate notices placed there.

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

Cllr Wallace met with Chris Goshomi of AVH to discuss the parking issue on the two areas of verge at Glencoe Gardens.

Mr Goshomi is to do a feasibility study plus costing of reducing the grassed area parallel with the beck to provide hard standing for car parking as an alternative to the area initially discussed. When this is done a meeting of residents will be called.

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

**a) To receive** reports.

**b) To consider** playground weekly inspection and Litter Pick.

Mr Winn had reported that he had replaced a nut in the metal fence, also since the children had gone back to school after the summer holidays the litter problem has been reduced.

**c) To receive** update of complaints concerning overgrown trees at the rear of Valley Drive. Cllr Wallace met with LCC Officers, Stephen Whiteside and Glenn Gorner on 29 August. They walked along the Lines and met with residents of Valley Drive. The officers stated that there was no money available for the work required, as it was low priority, although Mr Gorner said that he would speak to the authorised contractors and ask, if in return for the wood, they would do the work for free. There has been no feedback to date.

**RESOLVED:** This will be monitored, as the Chief executive of Parks and Countryside gave written assurance that the trees would "be coppiced in autumn"

## **10. COUNCIL WEBSITE**

**a) To receive** updates.

Improvements were ongoing and information is up to date.

## **11.SWILLINGTON EDUCATIONAL CHARITY**

**a) To receive** Trustees report of meetings with Swillington Educational Charity and copy minutes of Trustees meeting held on September 12.

Trustees report given, Minutes of the Trustees meeting, plus letter to Swillington Parish Council relating to progress attached to Parish Council Minutes.

The next Trustees meeting is October 16 and an open meeting is planned for October 24 at 7.30pm in Swillington Church to inform residents of the Trustees decision and how it was arrived at.

## **12)HIGHWAY MATTERS –**

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

**b) To consider** response from Highways on outstanding issues

LCC Highways and Ward Councillor had been contacted regarding **12 (a & b)** outstanding issues. The response is as follows:

*Subject: RE: Illegal parking at Great and little Preston Junior School and Speeding issues.  
TME/21/1*

*From: Procter, Christopher (Chris. Procter@leeds.gov.uk)*

*To: ian.wallace21@btopenworld.com;*

*Cc: Mark. Dobson@leeds.gov.uk; Nick. Borrás@leeds.gov.uk;*

*Date: Tuesday, 10 September 2013, 16:10*

*Dear Mr Wallace,*

*Apologies for the delay in responding, the email was not flagged up with a due date in our system and I've lost it in the sea of emails I've received since then.*

***(a)**With regards to alterations to the waiting restrictions around Brigshaw/Preston Lane, unfortunately the scheme to address this was pushed back until the next financial year due to a substantial portion of our budget being reallocated to deal with the Issues surrounding Bridgewater Place, at this time the lowest ranking schemes on our programme were pushed back, this affected a great number of the schemes we intended to deliver this year.*

***(b)**With regards to the A642 Wakefield Road/Whitehouse Lane;*

*Unfortunately this issue has been dragging on due to a breakdown in communication between sections, originally I was informed by our depot, that they had arranged for the tree to be cut back when it became apparent it would hinder the signs installation, and they would be installing the sign when this work was completed. I chased the issue up a few months ago when it became apparent the works had still not been completed and the offending tree the contractor wanted removing was still present.*

*When I called I was told the officer within our Forestry/Parks section that dealt with the area was on leave and they would leave messages saying the works have been chased up, and I would be contacted if they needed anything further from myself.*

*I have again spoken to the department today and they were under the impression that works required on this section of Wakefield Rd had been completed.*

*Upon further discussion with them it seems the original request for the tree opposite Whitehouse Lane had been combined/lost with a request to cut back trees obscuring the existing signs along Wakefield Rd, as no sign is present at this location it was not picked up when the works were undertaken. Given the error I've requested it be dealt with some haste and be rectified on site as soon as possible.*

*Regards*

*Chris Procter*

*Traffic Management East  
Leeds City Council*

The Chairman stated he would not give up on the issues as **(a)** has been going on since 2011 and **(b)** was supposed to have been completed in November 2012.

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

Nothing to report.

**b) 10/01412 Biffa Site.** Update.

Nothing to report.

**c) To receive** update on local Site Allocations.

The initial report is out, another is due in Autumn

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

**14:1 To consider** annual donation to Allerton Bywater Parish Church towards church yard maintenance.

**RESOLVED:** It was agreed that the sum of £150 be donated.

**14:2 To consider** annual donation to Bowers Row Chapel towards garden of remembrance maintenance.

**RESOLVED:** It was agreed that the sum of £150 be donated.

**14:3 To consider** Remembrance Sunday arrangements.

**To recommend** £100 for wreaths and refreshments.

**RESOLVED:** The sum of £100 was agreed.

**14:4 To recommend** £150 for Community switch on of Christmas Tree lights and carols.

Suggested date Thursday December 5

**RESOLVED:** The sum of £150 towards the event was agreed.

#### **15) ENVIRONMENT**

**a) In Bloom.** **To receive** report of meetings and summer judging results.

Cllr Wallace attended meeting on 19 September. Great Preston have been awarded Silver Gilt Rose Award, congratulations to the group were sent.

Cricket Club ground was mentioned in the judges report for being well maintained.

Chairman has sent copy of judges report to the Cricket Club and thanked them.

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

There was nothing to report, but this is part of S106 discussions in item 15d.

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

The Country Park is still closed, although negotiations between LCC and Harworth Estates are continuing. There was no liaison meeting in September, the next one is due on October 8.

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

Vicky Nunns of LCC had cancelled the meeting scheduled for September 19 to discuss S106.

**RESOLVED:** Cllr Wallace will arrange a meeting in October for all parties involved.

**e) To receive** reports of progress with Wildflower meadow

The site of the proposed meadow, the Parish field off-Fleakingley Lane, has now been cut and mulched. The access has been cleared and a new lock fitted to the gate.

Some concerns had been reported by allotment holders since access had been opened-up.

Cllr Wallace stated that there were no new pedestrian access points and that part of the overall scheme was to install a metal gate on Fleakingley Lane between Whitehouse Avenue and the access gate to the meadow.

Quote has been received for preparatory spraying and tree planting of £150 (which includes spraying of entrance and access). The 200 trees, canes and spirals have already been acquired by the Parish Council from Woodland Trust.

**RESOLVED:** It was agreed that the quote should be accepted.

**To receive** report from September meeting

Chairman attended meeting on 16 September and rent increases was one of the items discussed.

Minimum increase this year 2013/14, main increases start 2014/15 for three years.

Scheme for handing over allotments to Parish Councils is still with LCC legal department.

Plans could be in place for 2014/15, depending on agreement with allotment holders and Parish Council acceptance.

## **16) FINANCE:**

**16:1 To recommend** payment of

a) Clerks Salary and expenses August Salary £160. 00  
Travel 1. 54  
**£161. 54**

b) Chairman's Expenses

Return travel expenses of 4 Councillors attending Seminar in Leeds £18. 60  
Emergency repairs. New Lock and chain for Fleakingley Parish Field £19. 90  
**£38. 50**

c) Cutting of Fleakingley Lane Parish field and entrance £400.00  
Bedford Mowing Services Vat 80.00  
**£480. 00**

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

a) Budget proposals for 2014-15.

The Chairman asked all members to come up with budget proposals for 2014/2015

These are to be discussed at the October meeting, reminding members as there is no meeting in December the Precept has to be decided at the November meeting.

**16:3 To receive** update from Clerk regarding registering with HMRC as an employer  
Clerk reported that Parish Council have now received an employer number from HMRC.  
The Chairman asked the Clerk to give the information and assist the Village Hall Management Committee as they should register as an employer.

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

a) Clerks and Councils Direct.

b) Glasdon brochure.

c) Rural Action Yorkshire, AGM and networking event 12/10/13 plus minutes of AGM held on 20/10/12. Annual report and Accounts.

d) YLCA Leeds Branch minutes of meeting held 11/6/13 plus minutes of joint exec meeting held on 20/4/13.

e) CPRE Newsletter.

f) Good Councillors Guide, 10 copies. Distributed to Members

g) Groundwork, letter re. bulb bonanza. Free Daffodil bulbs.

**RESOLVED:** Application to be made by Parish Council.

## **18. TRAINING COURSES**

**To receive feedback**

a) Parish and Town Council Seminar Friday September 06.

Attended by 3 Councillors and the Clerk. All four workshops, Code of Conduct, Freedom of Information, Precepts and Social Media were attended by at least one councillor.

Feedback was very positive.

The Chairman reminded members that Councillors were required to attend Code of Conduct training within six months of becoming a Councillor and with the new regime coming into force in 2012 this applies to longer serving Councillors. It is up to individual councillors to personally ensure their register of interests is up to date. They can be checked via the link on the Web site or direct on LCC Parish Council pages.

It is not the Chairman's duty to remind members of their obligations with regard to declaring interests at meeting. Participation by a member in any way in an agenda item connected with that members registered pecuniary interest is a criminal offence.

**To consider:-**

- b) YLCA Training Courses October and November
- c) Annual Conference 15 and 16 November 2013
- c) Parish and Town Council Annual Forum January 2014

**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 30 October.

**AGENDA ITEM 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.

The request from Laneside Trust was discussed at length and all members were aware of the Trusts website.

All the points raised by representatives of Woodend Nurseries were considered.

It was agreed to defer any decision until further consultations and enquiries were made Due to conflicting reports regarding the Primary School support. It was agreed that Cllr Dickinson be delegated to arrange meeting and talk with the Head Teacher.

Cllr Wallace was to enquire into the legal aspect of giving Parish Land on a long lease.

Both parties will be informed of the decision in writing.

**22. CLOSE MEETING.**

Meeting closed at 21.25 hrs.

Chair .....

Date.....

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

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



## ACCOUNTS

Balance @ 13/9/13		
Current A/C	1465.87	
Business Money Man. A/C	<u>5798.91</u>	
		£7264.78
<u>September Expenditure</u>		
Clerks Salary	161.54	
Chairman's expenses	38.50	
Bedford Mowing serv.	<u>480.00</u>	
	- 680.04	
<u>Estimated projected and allocated expenditure to 31/3/14</u>		
Clerks salary	960.00	
External Audit	120.00	
Internal Audit	50.00	
A/Bywater Church Committee	150.00	
Bowers Mission	150.00	
Christmas tree event	50.00	
Remembrance day wreath	25.00	
Admin. Expenses	<u>200.00</u>	
	-1705.00	
Grant from LCC to be held Over	- 1070.00	
Estimated surplus to year end 31/3/14		£3809.74



**CLERK NOTES ON PRESENTATION BY LANESIDE TRUST REPRESENTATIVE.  
PRIOR TO PARISH COUNCIL MEETING 25 SEPTEMBER 2013.**

**Please note this is NOT a verbatim report**

- 1)The Trust was set up 3 years ago by 3 people with over 20 years experience in the field.
- 2)With the help of Leeds MIND the objectives are to help people with mental health disabilities back into main stream living.
- 3)Renew team working skills
- 4)Capitalise on therapeutic effect of gardening.
- 5)Help the individuals to become employable.
- 6)People with physical disabilities would also be considered.
- 7)The aim was to produce locally grown seasonal vegetables. Started in Poly tunnel. The end produce would be offered to local business, schools, pubs and the public.
- 8)The market research has been done part funded by LCC Social Care.
- 9)Pubs were interested in locally grown not organic.
- 10)Horticultural training would be given.
- 11)Emphasis on Teamwork
- 12)Groups of 3 -4 with team leader
- 13)In the future it was hoped to enable participants to gain formal qualifications in Horticulture and Business management.
- 14)Trust reached the final stages for a capital grant but were turned down because they did not have the land.
- 15)To apply for Lottery funding the Trust must have land on a minimum of a 5 year lease.
- 16)Volunteers would be required in all areas.
- 17)Facilities would be available to local schools and other institutions.
- 18)To promote consumption of home grown produce.
- 19)The public rights of way would not be affected.
- 20)There would be no competition with Woodend Nurseries.
- 21)Ex Officio Trustees would be invited from the Parish Council and the Primary school.
- 22)There would be no more than 20 to 30 Trainees at any one time.
- 23)Most people would be referred but can also volunteer themselves.