

Minutes of the meeting of Bramham cum Oglethorpe Parish Council on 11 March 2026 at the Bramham Parish Centre

Councillors Present: M Corrigan, L Richards, T Prest, P Corrigan, M Tozer, J Ingham and S Jones

Also Present: Ward Cllr Harrington, Ward Cllr Stables and the Clerk

Public Session

Cllr Harrington advised that:

- At the recent Town and Parish Council Forum there were presentations about:
 - Leeds 400 Celebration to mark the 400th anniversary of the granting of the Leeds City Charter. There will be a series of events across the city relating to this.
 - Crime Stoppers presentation. This emphasized that all reports are anonymous.
 - Foster 4 You which is aiming to increase the number foster parents in the area.
- The next Town and Parish Forum will focus on planning issues.

Cllrs Stables advised that:

- Food waste bins – if any household has not received a food waste caddy there are some spares which can be collected from Wetherby Library. Only houses with a brown garden bin are part of the food waste trial.
- LCC Building Control and Planning Enforcement have assessed the building on Church Hill which is in a state of disrepair. Although a new door was installed to secure the site this has been damaged. The owner has not complied with the terms of the legal notice that was sent to them by Planning Enforcement last year and the matter has now been referred to LCC Legal Department for further action.

1. Apologies were received from Cllr K Huggins. It was **resolved** to approve the reasons for his absence.
2. Declarations of Pecuniary interests or other interests.
None
3. It was **resolved** that the minutes of the meeting on 11 February 2026 be approved and signed by the Chair.
4. Crime Report. The report from the March 2026 PACT meeting was received. It was noted that crime rates are falling across the Wetherby Ward month on month. Several violent assaults were reported in the prison.
5. Finance Working Group
 - 5.1 The notes of the Finance Working Group meeting on 26 February 2026 were received.
 - 5.2 The Q3 Internal Controls Checklist was received. It was noted that no action is required.
 - 5.3 The Annual Investment Report was received. It was **resolved** that no amendments are required to the current investment strategy. Reserve funds will be held in the Unity Trust Deposit Account and the Hinkley & Rugby Building Society.
 - 5.4 It was **resolved** to approve the Risk Register.
 - 5.5 It was **resolved** to approve the Asset Register.
 - 5.6 It was **resolved** to approve the Operation of Council Bank Accounts in the Absence of the Clerk policy.
6. Assets & Amenities Committee
 - 6.2 The minutes of the Assets & Amenities Committee meeting on 4 March 2026 were received.
 - 6.3 The completion of repairs to the playground WetPour surface was noted.
 - 6.4 KOMPAN are preparing an initial plan for the redevelopment of the playground.
7. Traffic Management. The data from the SIDs for January and February 2026 was received. It was noted that the number of speed violations have reduced by about 10%. Cllr Scott suggested that the

mobile SID is used on Clifford Road, just past the Bramham Primary School, to assess speeds there. It was agreed to do this. It was noted that the next Highways meeting is on 7 April 2026. It was agreed to raise safety concerns about parking by Bramham Primary School at the meeting and to request that LCC Parking Enforcement Officers attend that area at school drop-off and pick-up times.

- 8 The Annual Street Furniture Health & Safety inspection has been conducted by Cllr M Corrigan and Cllr J Ingham. All the benches are in good order, though some need cleaning. Cllr Ingham and Jones agreed to clean the benches with a pressure washer. Both the wooden entrance signs are insecure as the wooden posts are rotting. It was **resolved** to take them down for safety reasons. The Council will consider the options for replacing the signs at a subsequent meeting.
- 9 The LCC street bin survey was noted. It was agreed that no additional bins were required. The bin by the Bramham Primary School needs to be replaced and the two bins within the playground need to be relocated outside the playground fence.
- 10 It was **resolved** to renew the council's CPRE membership.
- 11 It was **resolved** to ask LCC to install a grit bin on Lyndon Avenue. The clerk will request this from the Ward Councillors in the first instance.

12 Financial Matters

12.2 The receipts for February 2026 were noted as £75.00

12.3 The following payments were noted:

			Amount (net)	VAT	Total	Sec 137
1	BACS	Salaries Incl HMRC	836.16	0	836.16	
2	BACS	Team Clean Cleaning	216.00	0	216.00	
3	DD	ID Mobile	4.17	.83	5.00	
4	DD	BT (Parish Centre Broadband)	28.95	5.79	34.74	
5	DD	YGP (Pavilion Electricity)	192.07	9.60	201.67	
6	DD	YPG (Parish Centre Electricity)	71.49	3.57	75.06	
7	DD	Unity Trust (Bank fees February 2026)	7.20	0	7.20	
8	DD	Unity Trust (Bank fees March 2026)	8.20	0	8.20	
9	DD	Business Stream (Parish Centre water rates)	42.32	0	42.32	

12.4 The following payments were approved:

			Amount (net)	VAT	Total	Sec 137
1	BACS	Morrisons (Parish Centre Door lock batteries)	5.75	0	5.75	
2	BACS	Eco Green Communities (dog waste bags)	140.70	28.14	168.84	
3	BACS	Amazon (Parish Centre milk & sugar)	22.89	0	22.89	
5	BACS	Amazon (Pavilion toilet rolls)	4.98	1.00	5.98	
6	BACS	Amazon (Parish Centre toilet rolls)	4.98	1.00	5.98	
7	BACS	Amazon (Parish Centre coffee)	19.38	0	19.38	
8	BACS	Green Guard (playground fence repairs)	600.00	0	600.00	
9	BACS	Clerk's expenses (mileage)	20.88	0	20.88	
10	BACS	Kompan (Playground repairs)	16,210.25	3,242.05	19,452.30	
11	BACS	YLCA (Training Course)	27.40	0	27.40	
12	BACS	CPRE (Annual membership)	60.00	0	60.00	

12.5 The bank reconciliations as at 28 February 2026 were received.

12.6 The bank balances as at 28 February 2026 were noted as:

Unity Trust Current Account	9,817.33
Unity Trust Deposit Account	47,926.93
Hinkley & Rugby Building Society	61,468.38
Total	119,212.64

It was noted that £20000 has been transferred from the Unity Trust Deposit account to the Unity Trust Current Account to cover the cost of the playground repairs.

13 Planning Matters

13.1 Decisions received

None

13.2 Applications received

26/00868/FU/NE Part two storey part single storey side and rear extension; demolition of garage; new parking space to front at 5 Croft Drive, Bramham. It was **resolved** not to comment on the application.

26/0073/FU/NE Single storey rear extension; patio and steps to the rear; solar panels to front and rear at 10 Lodge Gardens, Bramham. It was **resolved** not to comment on the application.

26/00350/OT Outline application with some matters reserved (except access and scale) for the erection of dwellinghouse at Alms House Hill, Bramham. It was **resolved** not to comment on the application.

26/00676/FU Demolition of existing bungalow and attached double garage and erection of one detached house with detached double garage, conservatory to rear and open porch to front and one detached house with attached single garage and open porch to front; widening of existing vehicle access to accommodate additional house at The Gables Freely Lane, Bramham. It was **resolved** not to comment on the application.

13.3 Update regarding ongoing planning matters.

None

14 Clerk's Report

- The clerk has attended a course on Allotment Tenancy Agreements. The clerk and Cllr Richards will review the Tender Hill Allotment Tenancy Agreement and advise the council on any amendments required to it.
- There has been a further incident of anti-social behaviour at the Parish Centre. This has been reported to the West Yorkshire Police.
- The 1st Clifford Cubs have asked if there are any tasks their members can undertake in Bramham as part of completing their Environmental Conservation badge. It was suggested that they could undertake litter picking at the Headley Lane layby and around the playing field

15 Correspondence

1059 Boston Spa, Wetherby & Villages Community Green Group Newsletter. Receipt noted. The clerk will add a link on the council website.

1060 Resident complaining about the brevity of the council minutes. Clerk has responded.

1061 Notice of temporary closure of Aberford Road and Toulston Lane on 28 April 2026. Details will be posted on the council website.

1062 Tender Hill Allotments Committee requesting further clarification about bee keeping on plots and the eligibility criteria for allotment applicants living outside Bramham. The clerk will advise the Allotment Committee that the council will be undertaking a review of the tenancy agreement later in the year. Cllr Jones offered to assist Cllr Richards as Tender Hill Allotment Liaison councillor.

1063 Resident re school buses travelling through Bramham. It was agreed that the clerk will contact the Tadcaster Grammar School about this and request a copy of the school bus traffic management plan.

16 Minor items

- None

17 The date of the next meeting was noted as 8 April 2026. Any agenda items or reports to be sent to the Clerk by 5 pm on the Tuesday prior to the meeting.

- 18 It was **resolved** under the Public Bodies (Admissions to Meetings) Act 1960 that the press and public be excluded from agenda item 19.1 due to the confidential nature of the business to be transacted.
- 19 Co-option
 - 19.1 The application for the vacancy on the council was considered.
 - 19.2 It was **resolved** to co-opt Jamie Dean as a member to fill the vacancy on the council

The meeting concluded at 9.19 pm

Signed.....

Dated.....