Bramham Parish Council **Wednesday 6 July 2011**

PRESENT: Cllrs:- V.M. Whitbread (Chairman), M.G. Batt, L.D. Blanchard, R.A. Gibson, J. Halliday, F. Henderson, K.W.J. Innocent, A.J. Mackie, M.R. Rhodes.

OTHERS: Cllr J. Procter, PCSO J. Cornes, J. Dickson, S. Jones, M. Lynch.

IN ATTENDANCE:- C.C. Pool (Clerk)

PUBLIC SESSION

Mr Dickson said that he was concerned about information being promulgated by the Council in the Parish Magazine and elsewhere which he considered to be "spin". In particular he felt that the reporting of the meeting with the Ward Councillors and the letter from the Police to some candidates in the election had not been accurate. He also said that he did not want the Council to disenfranchise the BSLA. The Council had set up the BSLA and, among other things, charged it to build a pavilion, which he still believes is what the residents want.
Cllrs Henderson and Halliday said that what has been reported from the last meeting was fact. Cllr Halliday said that they had been invited to meet the Ward Councillors. They had expected this to be a general invitation to new members from many councils and were surprised it was just Bramham. Cllr Batt offered to provide Mr Dickson with a copy of the letter from the Police.
Mr Dickson also reported on the facilities he'd seen in Starbeck Park which are outdoor exercise equipment suitable for use by senior citizens and he thought that the Council or the Community Fund should be looking to provide something similar in Bramham.
Mrs Lynch wanted to know why "Matters Arising" was not on the agenda. The Chairman said that the Council was not permitted to make a decision about any item not on the agenda, and such a general item as "Matters Arising" as well as "Any Other Business" could lead to this happening.

1. APOLOGIES FOR ABSENCE

None.

2. DECLARATION OF PREJUDICIAL/PERSONAL INTERESTS

Cllrs Blanchard and Innocent declared personal interests in agenda item 6 as members of the BSLA. Cllr Batt declared a personal interest in agenda item 10 as a member of Bramham in Bloom. Cllr Mackie declared a prejudicial interest in agenda item 15 in respect of the planning application for 3 Freely Fields. Cllr Blanchard declared a prejudicial interest in agenda item 16 for the payment to a relative.

3. POLICING MATTERS

PCSO Cornes presented details of the crimes since the last meeting. The first item related to a cricket club, so there was some doubt that this referred to Bramham. Otherwise there had been 3 non-specific thefts – thefts from gardens; one criminal damage – a broken window, for which an arrest has been made; one burglary other – theft of garden machinery from a shed; one attempted burglary – failed; and one burglary to steal car keys and thence car.
It was commented that this was a higher than normal list and PCSO said that the Police had increased patrols and contacted neighbours to warn them about criminal activity.

Cllr Blanchard raised the issue of a resident who habitually parks a vehicle and blocks the footpath, leading to pedestrians with children to have to step into the highway. PCSO Cornes took the details and said she would look into it.

4. MINUTES OF LAST MEETING held on 1 June having been circulated to all members, were **agreed** as correct.

5. CLERK'S REPORT & CORRESPONDENCE (not covered by Agenda items)
Service 923 Otley-Tadcaster
The Clerk had sent a letter suggesting the possible option to divert the service through Clifford and Bramham. This suggestion has been rejected. It would appear that the any service between Wetherby and Tadcaster is dependent upon financial support from NYCC which is being withdrawn.
Northern Green Awards
Details have been forwarded to Cllr Batt and Mr Nichols.
Former Chairman
A resident had written to the Chairman regarding the cursory mention of Mr Evans in the Parish Magazine and no visible recognition of 16 years' service to the Council, 8 as chairman. It was **agreed** that the Council had made an error in failing to acknowledge Mr Evans' contribution and that at the next meeting Cllr Gibson should propose what he thinks would be suitable and how this may be presented. The Chairman said she would respond to the resident. Cllr Gibson also suggested that a copy of the photograph of the presentation to Cllr Dickson should be placed in the Old People's Shelter.
YLCA
Announcement of Government consultation on relaxing regulations for conversion of commercial properties to residential.
Note on Data Protection. This had been circulated to members. Individual members who keep confidential information on residents are strongly advised to register. It was considered that this could include email addresses which are either not in the public domain or were provided for another purpose. The same applies to the Council, which currently is not registered. The Clerk advised against keeping anything that is not factual, such as opinions about residents.
NHS Leeds
Notice of closure of Commuter Walk-in Centre in central Leeds.
West Yorkshire Crimestoppers
Announcement of the setting up of this organisation and request for donation of £150 for producing leaflets. It was **agreed** to monitor the performance of this organisation before deciding to commit any funds.

6. BSLA PAVILION MANDATE AND BUSINESS CASE
A meeting of the Council, the BSLA and Cllr Procter had taken place on 28 June to discuss the way forward for the pavilion in the light of the expected imminent sale of a strip of the playing field consequent upon the development of the Bramham House site. The Chairman and Cllr Mackie had drafted some notes following the meeting but it had not been possible to distribute them prior to the meeting. In the general discussion that followed, Cllr Procter pointed out that the ownership of the pavilion must lie with the BSLA otherwise the third party grants would not be available. There was some concern from some members about the risk to the Council on the ongoing running costs should the BSLA fail. Cllr Procter asked whether the Council was looking to control the project or safeguard itself. He said that he

knew of no other situation where the Council had taken control and there was no mechanism for or obligation on the Council to underwrite any shortfall of the activities of the BSLA. He knew of no Sports association that had ever failed. Cllr Batt suggested that the BSLA should consider more publicity on the benefits of the pavilion to non-football users. Cllr Innocent said that the BSLA had held several meetings to do this as well as attending the Gala to explain their purpose. Cllr Gibson said it was not the intention to hold social functions in the pavilion in competition with the village hall.
Cllr Innocent said that he thought that the issue had been discussed at length and it was time for the Council to make a decision.
It was **resolved** that the Council supports the BSLA in building Phase 1 of the sports pavilion in line with the agreed conditions of use and that if £250K is forthcoming following the sale of Bramham House £108K will be allocated to the BSLA on the understanding that it will not draw on the £50K promised by the Community Fund. It was also **resolved** that the remaining £142K would be allocated to village needs after consultation with residents. Cllr Gibson to advise the BSLA.
As to the £50K, it was pointed out that this is not in the gift of the Council, but the Community Fund. Cllr Procter said that he was confident he could resolve this.
Resolved to suspend Standing Orders to allow a resident to address the meeting. Mr Dickson said that he had been involved with the Community Fund from the start and that it had been deliberately left at arms' length from the Council, because the residents didn't want it to be seen as a supplement to the Council's ongoing expenditure. He said that the objective had been to provide a lasting reminder of the Leeds Festival. He also said that had the sale of the land not fallen through with the take-over of a developer, the £250K would have been used to build the pavilion and thanks to the fund-raising efforts of the BSLA, the Council now has £142K at its disposal. **Resolved** to suspend Standing Orders.
It was **agreed** that because neither the Bramham House agreement nor the pavilion contract had been signed it would be premature to put any "commercial in confidence" details in the magazine.

7. PLAYING FIELD FENCING

As a result of the BSLA not being discussed at the June meeting, the request from the BSLA to build a fence to contain ancillary items such as the roller had been overlooked. In the interests of expediency, this had been authorised by the Chairman and Vice Chairman and it was **resolved** to retrospectively approve this.
A quotation of £85 had been received from Mr Simpson for the pedestrian entrance to the field. **Resolved** to accept this. Clerk to advise Mr Simpson.

8. DOGS

A resident had written complaining about the Council making it difficult for dog owners in the village. It was **agreed** that the Dog Control Orders were the responsibility of Leeds City Council and that these were introduced to meet Government requirements under the Clean Neighbourhoods and Environment Act. The Council has no power to vary these and indeed should support the legal position. There are some inaccuracies in the resident's letter in that the Council has never said that dog waste cannot be put in LCC bins and the churchyard is not in the Council's ownership. Several members said that they were dog owners, but they felt that the position was fair and that there were adequate arrangements in the village for dog owners and that the regulations were targeting irresponsible dog owners. Clerk to reply to the resident.

9. RECRUITMENT OF NEW CLERK

The Clerk confirmed that he would be retiring at the end of September. He had provided the Chairman with a Job Description, Draft contract and Person Specification and drafted a recruitment advertisement. It was **agreed** that the Council should advertise in the Wetherby News, the Yorkshire Post and on the YLCA website. **Resolved** that the Chairman and Cllrs Henderson and Innocent should handle this recruitment process inviting two candidates to have a final review with the Council at the September meeting.

10. FLOOD DEFENCE SCREEN AND BRIDGE ACROSS THE BECK
Cllr Batt reported back on the meeting he had with the Environment Agency. They have proposed a new screen which is smaller than the current one. However, they wish to access it by crossing the Old People's Garden. **Resolved** that the Council should grant this access. Clerk to advise Environment Agency. Cllr Batt has also drawn up a plan to utilise the previous stile to provide access at the rear of the shelter to a new bridge. Cllr Batt was asked to come up with some designs and estimates. Cllr Rhodes said he would like to be involved as he knew some potential constructors.

11. QUEEN'S DIAMOND JUBILEE
Cllr Innocent said that he was looking into the local arrangements. He asked members to consider what the Council would like to do to commemorate the occasion. Cllr Rhodes suggested it might be appropriate to plant an oak tree.

12. PARISH BOUNDARY CHANGES
The Parishes in Harewood and Wetherby wards are participating in an activity to mutually agree changes to the boundaries. The Clerk had drafted some proposals and other Councils are keen to get on with the meetings. **Resolved** that Cllrs Rhodes and Gibson and the Clerk should represent the Council.

13. COUNCILLOR REPRESENTATION AT VILLAGE EVENTS
Cllr Mackie said that she had received complaints that councillors had not supported the Gala Gig and proposed that the Council might consider having a policy. It was **agreed** that attendance at village events was at the discretion of individual councillors. Cllr Innocent said that he organised the event and hadn't expected any attendance. The Clerk pointed out that the Bramham in Bloom inspection was due on 18 July and members might like to give it some support.

14. COUNCIL COMMUNICATIONS
Cllr Mackie circulated the first draft of the plan. It was **agreed** that Cllrs Mackie and Henderson would progress this. Members were requested to consider the draft and make comments to Cllr Mackie. The Clerk suggested that the plan should incorporate the Communications requirements of the reaccreditation process for Quality Council status.

15. PLANNING MATTERS
The following application has been approved by LCC:
P/11/01503/FU/HE – 5 Prospect Bank – First floor rear extension.
The following application has been refused by LCC:
P/11/01677/FU/NE – Warren Lane – Biomass power generation plant.
Cllr Henderson suggested that LCC be asked to enforce that the site is returned to its original condition before the peaking site was built. The Clerk said that it was unlikely LCC would take any action until the period for an appeal had expired.
The following application has been withdrawn:

P/11/01416/FU/HE – 4 Freely Fields – Two storey first floor and single storey rear extension including new first floor window to side
The Council considered the following new applications:
P/11/01683/FU/HE – 3 Freely Fields - Removal of condition 6 of previous approval 31/204/97/FU and alterations to garage to form habitable room; two storey and first floor side/front extension; detached double garage and enlarged vehicle access - The proposed garage with its pitched roof is in close proximity to neighbouring properties (especially 7 Crag Gardens). The Council opposed such a structure in 1997 and still supports to condition not to convert the existing garage into a habitable room. The Council is also concerned at the lack of amenity to this property and neighbouring properties on Freely Fields with the construction of a large paved area in order to access the garage. Overall the proposed developments constitute an over development of the site.
P/11/02216/FU/HE - Undercliffe, Town Hill – Single storey rear extension – No Council objections.

16. FINANCIAL MATTERS

Quarterly Financial statement up to 30 June 2011:

Opening Balance at 1 April 2011	£25757.61
Plus Receipts 1 April to 30 June 2011	£20545.63
	£46303.24
Less Payments 1 April to 30 June 2011	£ 5647.58
Closing Balance at 30 June 2011	£40655.66

Represented by:
Parish Council a/cs

HSBC Community a/c No. 51051350	£ 1992.04
HSBC Business Money Manager a/c No. 31158333	£ 182.38
Reserves - Skipton BS a/c No. 830047406 (Deposit)	£38710.24
	£40884.66
Less cheques not yet presented	£ 229.00
	£40655.66

Resolved that the following accounts be passed for payment:

C.C. Pool (Clerk's remuneration Apr-Jun)	£766.00
HMRC (Tax on Clerk's remuneration)	£194.00
C.C. Pool (Clerk's expenses Apr-Jun)	£205.14
R. Watson (Gardener remuneration Mar-Jun)	£118.00
Cash (Caretaker remuneration Apr-Jun)	£46.00
S. Blanchard (Cleaner remuneration Apr-Jun)	£46.00
YLCA (Training for Cllrs Halliday, Henderson)	£70.00
Bramham in Bloom (War memorial/OP garden plants)	£99.36
Rural Action Yorkshire (Annual subscription)	£35.00
Bramham Park (Wildlife area rent)	£50.00
All Saints' Church s137 (Production/Distribution of Annual Report)	£200.00

17. MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA

Children's playground

Cllr Henderson said that there had been inappropriate use of the playground in the late evenings. It was agreed that such activity should be reported to the police.

Aberford Road Allotments
Cllr Halliday raised the issue of a payment for water to be supplied to the allotments. The Clerk said that a payment had been made by the Community Fund to the late Mr Booth.

Old People's Shelter
It was reported that the guttering was in need of repair. Clerk to authorise Mr Simpson to undertake the work.