Bramham Parish Council **Wednesday 4 July 2012**

PRESENT: Cllrs:- Whitbread (Chair), Batt, Blanchard, Halliday(part), Henderson, Innocent, Jones, Mackie
OTHERS: 2 Residents and Cllr J Procter (Ward Councillor)
IN ATTENDANCE:- M Lynch (Clerk) **Action**

PUBLIC SESSION
None

1. Apologies for absence. Cllr Rhodes. Cllr Whitbread proposed and seconded by Cllr Mackie that item 12 be taken after item 4.

2. Declaration of any prejudicial/personal interests.
Cllr Whitbread advised the meeting that the PC has been advised by Leeds City Council that following the adoption of the New Code of Conduct and the associated changes in disclosure of disclosable pecuniary interests at public meetings the correct wording for this item is now as follows: To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 Of the Localism Act 2011 and paragraphs 13 – 18 of the Members Code of Conduct. Also to declare any significant interests which the Member wishes to declare in the public interest for the purposes of paragraphs 19 – 20 of the Members Code of Conduct.
In the public interest, Councillor Blanchard declared an interest in one of the the payments for approval (item 22). Also in the public interest, Cllr Mackie declared an interest in the Planning application for 3 Freely Fields.

3. Policing Matters
During June 2012, 1 burglary, 4 thefts of lead and 1 case of criminal damage reported.

4. Minutes meeting held 6 June 2012
The minutes of the meeting held 6 June 2012 were agreed as a true record. Moved: Cllr Whitbread, seconded: Cllr Innocent.

5. Minutes of the EGM held 25 June 2012.
The minutes of the EGM held 25 June 2012 were approved as a true record. Moved: Cllr Whitbread, seconded: Cllr Jones.

6. Clerks Report
The report which included a statement of accounts as at 30 June 2012 was noted.

7. Amendment to BPC's financial regulations.
The Clerk advised the Council that in accordance with Finance Reg 10.1, the Clerk could only reclaim expenses 3 months in arrears. The YLCA had advised that this was not a legislative position but one which BPC must have decided when the regulations were approved. In addition, the YLCA advised that the PC might wish to set up accounts with suppliers so that tax invoices are supplied with orders. The Council **Resolved: 1:** To amend financial regulation 10.1 delete 'quarterly' and insert 'monthly' and **2:** not to set up accounts with suppliers on the grounds that as the PC purchased so little that it was unlikely that there would be any financial advantage in so doing. Moved: Cllr Whitbread, seconded: Cllr Jones **Clerk**

8.Freely Lane Option Agreement
The Chair advised the meeting that LCC had replied to the Clerk's letter of 22 May on 21 June and that LCC had advised their intention to exercise the option agreement at the earliest opportunity. LCC had proposed a meeting on Monday 9 July to agree how this might be achieved. In addition the Chair drew member's attention to an email from LCC which had arrived at 6.20pm that evening. The email confirmed LCC's intention to exercise the option agreement in advance of the sale of Bramham House, and that it had funds in place. In view of these developments it was **Resolved** that the Chair, vice Chair & Clerk should meet with LCC officers on Monday 9 July. Proposed: Cll Jones, seconded: Cllr Innocent.
Cllr Procter asked that Standing Orders be suspended so that he could address the meeting. The Chair put this request to the Council. Cllr Innocent was in favour but Cllr Mackie was of the view that this issue had been debated many times before and until the meeting with LCC took place was doubtful that anything new could be said at this

stage. The Chair moved that Standing Orders be suspended, seconded Cllr Innocent. The proposition was not supported. SO remained in place.

9. The Old People's Shelter and the DDA

The Clerk advised the meeting that as requested by the PC at the May meeting and immediately following that meeting an email request from a resident, she had sought advice from the YLCA as to whether the Shelter is compliant with the requirements of the DDA. The YLCA had advised that much of the DDA 1995 has been replaced by the Equality Act 2010. The provisions of the DDA 1995 required a service provider to make reasonable provision to ensure fairness in access to all services that it provided. That requirement has carried on into the Equality Act and whilst a council has a duty to consider whether it is reasonably able to make changes or adjustments are unreasonable. What is considered a reasonable adjustment for a large organisation may be different from a reasonable adjustment for a small public meeting place such as the shelter. It is about what is practical in the service provider's individual situation and what resources the council may have. A council is not required to make adjustments that are not reasonable because they are unaffordable or impractical.

It is understood that the PC has carried out some modifications to the Shelter therefore given the size of the council and the impracticalities of further work; it would appear that the Shelter does meet the requirements of the DDA. Nevertheless the Council recognised that there was limited space for both councillors and residents, whether disabled or not and that some residents had commented that they were deterred from attending PC meetings because they were held in the Shelter. The only alternative venue at present is the Village Hall at a cost of £8per hour. However hopefully the Pavilion would become available. It was therefore **Resolved to**: move the September, October and November meetings to the Village Hall with a view to using the Pavilion for the same number of meetings. Attendance to be monitored. Proposed: Cllr Whitbread, seconded: Cllr Batt.

10. Repairs and Modifications to the Children's Play area.

Cllr Henderson advised the meeting the Children's play area needed to be updated. It was built 15 years ago and second hand equipment purchased. Also the development of Bramham House would mean that the entrance to the play area would be immediately opposite the entrance to the housing development. Therefore consideration should be given to relocating the play area within the playing field. Also she had been approached by a number of residents from the bottom of the village with a request that play equipment be installed in other parts of the village. Consequently there is a need to look at the village as a whole. Cllr Whitbread commented that in view of the BSLA's plans for the playing field (an adult outdoor gym and all weather pitch) it would be a good idea to put together a strategic plan and then consult with the village. Cllr Whitbread suggested approaching the BSLA with a view to setting up a joint working group In the meantime it was **Resolved** that: Cllrs Halliday & Henderson meet with Groundworks who had project managed the development & installation of a new play area at Micklefield to obtain further information with a view to forming a working party with the BSLA and the development of a joint strategic plan for the playing field. Proposed: Cllr Whitbread, seconded: Cllr Halliday.

11. New PC website

Cllr Mackie confirmed that she and Cllr Batt had met with the preferred bidder and all the issues raised at the last PC meeting had been resolved. As a result the new site could be presented to the Council in September with a public demonstration before the start of the October PC meeting. The site would then go live in October. Two options were put to the council firstly a revamp of the existing site at a cost of £800 or at a cost of £1200, a site which could host all village groups. The new site could also provide secure on line booking service which would be useful for the Leeds Festival. It was proposed that the new domain would be 'This is Bramham' with Bramham Parish Council .org'. It was **Resolved** that: The PC should proceed with a new website which could host not just the PC but those village organisations that wished to join. Moved: Cllr Henderson seconded: Cllr Whitbread. The Clerk was asked to notify the other 2 unsuccessful bidders.

12.Support for the Village Shop (taken after item 4)

SO suspended so that Joanna Jordan & Andrea Langley could take part in the discussion. Moved: Cllr Whitbread seconded Cllr Batt. The Council was pleased to learn that the owners would like to sell the shop to the 'right people' and have no plans to walk away. Councillors agreed that continued support for the shop is vital and would look at ways to encourage residents to do so. Cllr Whitbread suggested an article in the Annual Report would be a start. Also Cllr Batt reminded the Council that under the Neighbourhood Plan, the Parish Council would have new powers to invest in village assets such as a shop. Therefore the PC should be made aware if any assistance might be required in the future. **SO resumed**

13. BSLA update

The PC agreed to the revised completion date of 31 July. However under the terms of the license agreement the BSLA should formally write to the PC requesting agreement to any changes in the original completion date of 31 May 2012. The Clerk was therefore asked to write to John Clamp reminding him of this requirement and also to obtain dates for a meeting between the PC & the Directors of the BSLA. Cllr Henderson raised the issue of the need for a revised lease between the PC and the 'new' BSLA. It was therefore **Resolved** to bring forward agenda item 18. Moved: Cllr Whitbread seconded Cllr Halliday.

Cllr Whitbread advised the meeting that the PC's solicitors had confirmed that, although the PC was aware of the company change, the new BSLA should have asked for transfer of the lease. Therefore the lease is now invalid and the new company must apply for retrospective transfer of the lease. Cllrs Halliday & Henderson both raised a number of issues which residents had queried with them – in particular that the new company does not appear to involve local people in the running of a village asset. Also concerns had been expressed about the secrecy surrounding the new company and the appointment of the new directors. Residents had expected to see a management committee of local people responsible for the running of the pavilion. Cllr Whitbread hoped that the meeting with the directors would answer some of these issues. Cllr Jones confirmed that the BSLA would be organising a village meeting during July/Aug in order to getting the views of residents.

14.Repairs to the Parish Council Notice Board

It was **RESOLVED** that:

1. The Clerk should Instruct K.Simpson to do basic repairs to the notice board so that it can be used safely.
2. Ian Kitchen be asked to quote for the cost of a larger replacement
3. A search for an alternative supplier should be carried out.

15. Floods - What members need to know

Cllr Batt updated the Council on a briefing which he had attended organised by LCC and the Environment Agency. Key points:

- Carr Beck considered to be a main river and important to flood management
- Under certain conditions Bramham could experience the same type of flooding as in Garforth & Swillington recently
- The EA had written to residents at risk from flooding inviting them to register for flood warnings but low take up
- LCC is drawing up a city wide strategy for flood management

Cllr Batt suggested writing to all properties inviting them to register for the flood warning system and that the Neighbourhood Plan was a good opportunity to consider ways of flood management within the village including the promotion of sustainable development. It was **Resolved** to: promote the flood early warning system in the Parish Magazine

16. Leeds Festival

Cllr Henderson advised that the final number of tickets was still to be confirmed and that a waiting list for tickets had been compiled. A resident had requested that representations prior to the festival should be made to LCC's Environmental team (noise) and Cllr Henderson agreed to forward this to Festival Britain for comment. It was understood that Festival Republic would provide a noise hotline telephone number early next month.

17. Neighbourhood Plan

Cllr Innocent advised that deadline for consultation on Bramham's application to be designated a Neighbourhood Plan area was 6 July. The project group which includes Bramham is way ahead of PC's in the Harewood & Wetherby ward. The group is awaiting the outcome of Walton PC's submission. However, that submission had been affected by the recently announced development proposals for Thorp Arch. LCC now looking to allocate housing sites and the PC would be required to put numbers forward. Cllr Innocent thought that LCC would require a response within the next 6 months. He proposed to invite Andrew Birkbeck to the next NP meeting. It was in agreed that in view of the discussion on flooding there was a need to involve the Environment Agency.

18. Lease between BPC & the BSLA. (Dealt with under item 13).

19.PC's Quality Status

The Clerk confirmed that BPC's Quality Status had lapsed in January this year. The YLCA had given a 3 month period of grace in which the PC could have made a resubmission. However this had not been possible because the then Clerk was unqualified. This would remain the situation until the current clerk successfully completed the CiLCA training which would start in October 2012. In the meantime the PC would continue to try & meet the QS criteria.

20. Annual Report

Cllr Whitbread advised that there had been a good response from the Village .The report would be circulated with the August edition of the Parish Magazine.

21. Planning Matters

Non material change in respect of application no: 12/9/00133/MOD 1 Wise Warren Cottage LS24 9NU noted.

The letter from Mr & Mrs Hewitt regarding the application no: 12/02300 3 Freely Fields had been circulated to all Councillors. Councillor Innocent confirmed that the revised application had been discussed by members of the PC'S Planning Committee prior to the June meeting of the Council. The Council upheld the decision taken at the June meeting i.e. 'no objection'

22. Financial Matters

The following payments were approved:

Bramham in Bloom (War memorial/OP garden plants)	£84.00
Digley Associates (Playground inspection)	48.00
Neil Ferres NP costs	411.20
Training	35.00
Remuneration	
Clerk	317.07
Cleaner	29.32
Caretaker	29.32
Gardener	29.32

24. DATE, TIME & VENUE OF NEXT MEETING

Wednesday 5 September, 730pm, VILLAGE HALL

25. MINOR ITEMS & ITEMS FOR THE NEXT AGENDA

Cllr Batt advised that the ramp in front of the electricity substation on Clifford Road was detracting from the efforts of Bramham in Bloom. It was **Resolved** that Cllr Batt should draft a letter to the owner asking for improvements. Moved: Cllr Whitbread Seconded: Cllr Batt.

Cllr Mackie proposed that to prevent residents having to sit through a meeting that Planning Matter should be moved to after Policing Matters. The PC **Resolved** to do so: Moved: Cllr Mackie seconded: Cllr Henderson.

Cllr Mackie confirmed that the cost of reframing the Village Map would be £75. **Resolved** that Cllr Mackie be authorised to proceed with this work : moved Cllr

Whitbread, seconded: Cllr Jones
Cllr Jones advised that LCC Highways agreed to replace the broken footpath slabs in the village. However this was not a priority. In addition the broken sign by the allotments had been removed for repair and the overhanging trees had been cut.
The Clerk advised that a reply from Inspector Dwyer regarding the speed watch day & the 20mile an hour limit had now been received. The police would support a speed watch day which would be organised in conjunction with the school. Cllr Jones agreed to speak to the Head to try & identify a date. The Clerk agreed to circulate Inspector Dwyer's letter to Cllrs Batt & Jones so that they could consider how the 20 mile per hour limit in the village might be pursued.

Items for next agenda

- Festival expenses
- Clerk's Expenses
- Review of gardening arrangements

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