Bramham Parish Council

Minutes of the meeting held Wednesday 05 February 2014

Present: Cllrs: Whitbread (Chair), Henderson, Innocent and Mackie.

Others: 9 residents

In attendance: M Lynch (Clerk),

Public Session: (i) A resident expressed his opposition to Council reserves being used to pursue litigation against the BSLA. The Chair advised that the PC had no intention to start proceedings but should the BSLA choose to do so it was possible that the PC costs would be covered by insurance. (ii) A resident wished to express her support for the resident who at January meeting had voiced his opposition to the granting of a lease to the BSLA and the potential loss of control of the Playing Field to a Leeds City Councillor. The PF is the only open space in the village and she was confident that her views were shared by many residents. (iii) A resident expressed concern about the decision of the Community Fund to defer grant applications until the PC had determined applications for grants from the option monies. She was concerned about the impact on small groups who would be ineligible for the option monies grants. The Chair shared her concerns but advised that the PC had not received a reply from the CF to the suggestion that the PC & CF should work together. The Chair confirmed that information about the grant process would be available at the drop in event 7/8 February.

1. Apologies for absence **–** Cllrs: Batt,
   Not present Cllr Jones
2. Disclosure of disclosable pecuniary interests or declaration of any other significant interests which may be in the public interest. Cllr Innocent item 15 – as a Tenter Hill allotment holder and Cllrs Mackie & Whitbread item 18 (iii) in respect of expense claims.
3. Exclusion of the press and public. It was **Resolved** to exclude the press and public from item (21) which would involve a discussion of privileged legal advice moved : Cllr Whitbread, seconded Cllr Mackie; (22) because it concerned discussion on possible changes to a Parish Council leasehold moved Cllr Whitbread, seconded Cllr Henderson; and item (23) which related to potential legal action leading to debt recovery .Moved: Cllr Whitbread seconded Cllr Henderson
4. Police matters. The police representative did not attend so no matters were discussed.
5. Minutes of the meeting held 8 January 2014 approved as a true record subject to the following amendments: (item 1) Apologies from Cllr Jones to be added to the list of apologies, and (item10) it was agreed that the Clerk should pursue repairs to the cradle swings. Moved: Cllr Whitbread seconded Cllr Innocent
6. Clerks Report. Correspondence: (i) Copy of Yorkshire Water's letter to residents re flushing of wipes etc circulated. Cllr Innocent agreed to draft the follow-up communication from the PC (ii) Letter from the YWCA in support of any application from the Village Hall Committee for a grant from the option monies to improve VH access. (iii) Correspondence from a resident advising designation of the Bramham House site as a UK Biodiversity Action Plan Deciduous Woodland Priority Habitat noted (iv) 2 residents Kevin Garbutt & Rochelle Page have offered to join the play area inspection rota - Cllrs thanked them for their support.
7. Correspondence not considered under the Clerk's report. The Chair shared the content of a letter which had been received, and which included information regarding the PC's purchase of the playing field in 1974, expressed opposition to the granting of a lease to the BSLA, and concern about the involvement of a Leeds City Councillor in this matter. Because the reply to this letter would depend on the outcome of the discussion under item 21 (for which the press and public would be excluded), the Chair advised that this would be drafted by the Clerk once the PC had considered that item.
8. Amendment to Standing Orders: It was **Resolved** that: the PC's standing orders be amended to include: **41.** The Council shall appoint a Grant's Committee who will oversee Community Consultation and who will also advise the Council on all matters concerning the evaluation and allocation of grants to be awarded from the monies received from the sale of land at Freely Lane. The Committee operating as a working group may make recommendations for decisions to be made at the next Council meeting. Moved :Cllr Whitbread, seconded Cllr Mackie
9. Rescindment of resolution 11 December 2013 .It was **Resolved** that: the Council resolution of December 11 2013**:** 'that the following should be elected to form the Committee: Cllrs Whitbread, Mackie, Henderson and Batt with a quorum of 3. The Clerk as RFO to be a member also' be rescinded. Moved: Cllr Whitbread seconded: Cllr Mackie, and replaced by: 'That the following be elected to form the grants committee to oversee community consultation and to advise the Council on all matters concerning the evaluation and allocation of grants to be awarded from the monies received from the sale of land at Freely Lane. Cllrs Whitbread, Mackie, Henderson & Batt. The Committee operating as a working group may make

recommendations for decisions to be made at the next Council meeting .The Clerk as RFO to attend in an administrative capacity.' Moved Cllr Whitbread, seconded Cllr Mackie

10. Planning matters: Ref no: Application: P/13/05661/FU/NE Alterations to the roof including the raising of the ridge height, Blackfen House Almshouse Hill. Following consultation with the Planning subcommittee the Clerk had submitted a comment of no objection on 27 Jan in order to meet LCC's deadline of 30 Jan for submissions ; Approval: 10/02496/FU Demolish building & replace with 4 single storey agricultural buildings Spen Farm LS24 9NS – noted
11. Neighbourhood Plan: Cllr Innocent wished to remind everyone of the drop in event on 7/8 Feb. This would give residents the opportunity to contribute to the development plan for the village for the next 20 years. There was the potential to link the plan with the use of the money from the sale of land on Freely Lane. The Chair added that the feedback would help with the drafting of a questionnaire for residents which would need to be completed in the next few months. Neil Ferres was thanked for preparing the stands for the display boards
12. Grant process. It was agreed that no final amendments to the grant application form & notes were necessary. The Chair agreed to email groups to advise that they could have access to the hall from 3pm on 7 Feb. **SO suspended**: moved Cllr Henderson seconded Cllr Whitbread. Christine Suddaby reminded the PC that Little Kickers would be using the hall on Saturday morning & that displays would have to be removed overnight. The Chair confirmed that this was known & the hall would be cleared. **SOs resumed**
13. Groundwork Proposal to provide design & project management services and other play area matters. It was **Resolved that**: (i) the PC would proceed independently with the application to Grantscape (ii) the invoice from Streetscape of £218.40 in respect of repairs to the cradle swings be approved(iii) that because Cllr Jones had been unable to fit the dowels to the multiplay unit the Clerk should pursue other options. Moved Cllr Whitbread seconded Cllr Henderson
14. Purchase of a WW1 Commemoration Bench It was **Resolved** that the Clerk be authorised to place an order for a bench with a central Poppy Plaque with Streetmaster with a view to an installation date of 28 June 2014. The approximate cost would be £1000. Moved: Cllr Henderson seconded: Cllr Innocent. It was understood that Bramham in Bloom were considering a bench for Wetherby Rd and it might be possible to reduce the cost of delivery if the orders could be placed simultaneously. Cllr Henderson to liaise with BinB **SO Suspended**: Colin Pool reminded the PC that ownership of the proposed site on Wetherby Rd would need to be checked – it was probably LCC Highways. The chair thanked him for his contribution. **SOs resumed.**
15. Tenterhill Allotments. It was **Resolved that** there would be no increase for the year 14/15. However should the PC complete improvements to the allotments then the rent would be reviewed at that time. Moved Cllr Whitbread, seconded Cllr Innocent

    Cllr Halliday joined the meeting
16. Arrangements for the Leeds Festival 2014. Cllr Henderson advised that Festival Republic had confirmed that 500 resident tickets would be available and that the price would be £40 to include the cost of transport. The PC had previously agreed that 25 of these tickets would be available as nominated tickets but only after requests for residents tickets had been met. 100 full price tickets would also be available but the price of those tickets had yet to be confirmed. Cllr Henderson hoped that would be done in time to announce arrangements in the March Parish Magazine. It was **Resolved** that a PO Box should be purchased at a cost of £165 plus VAT with delivery of dated applications on a daily basis to Cllr Henderson. Moved Cllr Henderson seconded Cllr Mackie. Cllrs were asked to asked to let Cllr Henderson have any further commends on the application process by Feb 12. Cllr Henderson and the Clerk to clarify the bus arrangements & recovery of PC costs with Nick Lane Fox, to be copied to Melvyn Benn.
17. **Village Broadband.** There is concern that superfast may not resolve the broadband problems in the village. Residents are encouraged to contact their providers and request a check of their broadband connection. However some of the problems may be due to residents' equipment. It was agreed that villages connected to superfast before Bramham should be contacted to see if there were any improvements. Cllr Mackie agreed to follow this up.
18. Financial matters(i) The bank reconciliation statement for January 2014 was noted(ii) It was **Resolved** to give retrospective approval to the HMRC payment of £243.80 and(iii) the following accounts were approved for payment:

Clerks remuneration	£201.70
Caretaker remuneration	£24.25
Cleaner remuneration	£24.25
Gardener remuneration	£24.25
Neil Ferres (Reimbursement of Archive Costs)	143.86
LCC (Grass cutting)	1120.50
Cllr Mackie	46.14

DS Signs Ltd	162.00
Cllr Whitbread (Expenses 7/8 Feb)	72.74

19. Minor items and items for the next agenda

- Cllr Whitbread confirmed that Cllr Blanchard due to work commitments had resigned from the PC. She thanked Cllr Blanchard for his contribution and commented that he would be missed. It was understood that another Cllr had offered his resignation but she had not yet received the official letter of resignation. She had contacted the Cllr in question & hoped that the position would be clarified as soon as possible. The Clerk advised that LCC were aware of the uncertainty as to the number of vacancies. As soon as there was certainty as to the number of vacancies, she would liaise with LCC regarding the announcement of the vacancies.
- Cllr Innocent advised that the new post for the village sign had arrived but that a joiner would be required to fit it. He also raised concern about fly tipping in the layby on Toulston Rd. The clerk advised that LCC was already dealing with it but she would follow it up & also ask that the rubbish & portaloo left by the travellers on Spen Common Lane be removed also.
- Cllr Halliday reported that the Environment agency had had a significant presence in the village during the week but no one could offer an explanation;
- **SO suspended;** Moved Cllr Whitbread seconded Cllr Henderson in response to a residents query as to why residents couldn't contribute to items during the meeting unless SOs are suspended, The Chair advised that residents are only entitled to speak during the public session before the start of a Council meeting. Residents are only permitted to speak during the meeting if Councillors vote to suspend standing orders. **SO'S resumed**

20. Dates of future meetings: 5 March 2014 – to be held in **the Senior Citizen's Centre. April meeting preceded by the APM to be held Wednesday 9th April in the Village Hall**

21. Playing field Lease – It was **Resolved that** (i) the draft letter to the BSLA's solicitor rejecting their demands for a 99yr lease without restrictions be approved. Moved Cllr Whitbread, seconded Cllr Henderson and (ii) that the Clerk in consultation with the Chair & vice Chair amends the note to residents as discussed. The note to be posted to the website as soon as possible and published in the March Parish Magazine. Moved Cllr Mackie seconded Cllr Henderson. The Clerk was asked to draft a reply to the correspondence referred to under item 7 above.

22. Alms House Hill Lease deferred pending receipt of valuation.

23. Debt recovery. Clerk advised that a reply was awaited from the solicitors acting for Dougie's Door to Door.