

Bramham Parish Council

Minutes of the meeting held Wednesday 04 February 2015

Present: Cllrs: Whitbread (Chair), Innocent, Dalton, Dickson, Halliday, Jones and Kitchen

Others: 3 residents

In attendance: M Lynch (Clerk); John Wright (Crime Prevention Panel Outer NE Leeds); PCSO Geoff Nottingham; John Lynch (Chair NPG)

Public Session: John Wright (deputy Chair CP Panel outer NE Leeds) attended in order to make the PC aware of the recent name change of the Panel and to promote the work of the panel in local communities. He asked the PC to consider a nomination to the Panel which meets quarterly. The Chair thanked him and said the PC would consider a nomination to the Panel & also whether anyone could attend the next meeting on 12 February. A resident said that although he had been told at the Jan meeting that the Clerk had emailed a reply to his question at the Dec meeting about the precept he didn't appear to have received it. The Clerk agreed to resend. He then asked how much the PC had spent up to 31 Dec 2014. The clerk advised that expenditure as at 31 Jan 2015 amounted to £165,409.07. A resident expressed concern about the proposed solar farm and the possible loss of prime agricultural land. He was also concerned that it might be linked to the University's proposals for Headley Fields.

1. Apologies for absence - Cllrs Mackie and Henderson

2. Disclosure of disclosable pecuniary interests or declaration of any other significant interests which may be in the public interest. Item 13 Cllr Innocent; Item 18: Cllr Dalton; Item 19: Cllrs Dalton, Dickson & Whitbread.

It was resolved that items 8 & 12 be taken after item 4. Moved Cllr Whitbread seconded Cllr Innocent

3. Police matters. PCSO Nottingham advised that there had been 5 incidents during January. It was noted that 3 of them had occurred shortly before the January meeting and had been reported at that time.

4. Minutes of the meeting held 07 January 2015 accepted as a true record subject to the following amendments (i) item 1: Cllr Kitchen to be deleted from attendees and be added to the list of apologies; be amended to show that the Jan 4 event would be a fund raiser towards Pavilion costs. (ii) Item 12; The Council Tax Support had increased from £717 to £864. Item 15(ii) : Event profit was £31.20

Item 8 Neighbourhood Plan Update John Lynch Chair of the NPG advised that the main focus of the group is the proposal for development at Headley Fields. Figures of 3000 & 5000 houses have been reported but 5000 included land in the Selby area which might explain the difference in the number of proposed houses reported. It is still uncertain whether Headley will be included in LCC's site allocation plan. However, even if not included (which would be the group's preferred option), the University would object and it would be included in the Examination In Public which was likely to take place in 2016. Therefore important that the group and residents should be clear as to why the development was opposed in order to prepare a reasoned response to the development. JL was pleased to report that LCC's emerging Local Plan had identified the playing field as public open space which was an important & encouraging step in the long term protection of the field. The group had not yet discussed the solar farm because until the consultation event any comments would be premature. However until comments this evening he had not linked the farm to the university land. The NPG whilst supportive of renewal energy (including solar), requires more information regarding the permanency, spacing and long term implications for the farm unit and land classification. In answer to questions JL confirmed that should Headley not be included in the plan, the PC and residents would not lose the opportunity to comment at the EIP. It would be preferable to be on side with LCC against the University rather than opposing both parties. He had asked LCC if the information submitted by the University could be shared with the group but at this stage that remained confidential. However he saw no benefit in engaging directly with the University at this stage. Engagement with residents was the priority and he hoped that the recent publicity surrounding Headley would help to gather resident's views and their involvement in objections to the proposals.

Item 12. Proposed Solar Farm Whilst acknowledging that the PC's formal response would not be agreed until after the consultation event on 10 Feb, in response to the concerns raised by a resident during the open forum the Chair invited Cllrs views. Cllr Innocent had been asked by the tenant farmers of Paradise Farm to make it clear that it was Bramham Park who was the applicant and not them. Cllr Innocent continued that whilst the proposal could result in the loss of prime agricultural and there appeared to be little visual impact. It was noted that should a planning

application be submitted the PC would have another opportunity to comment

5. Clerk's report. (i) The Clerk advised that LCC proposed to reseed the area damaged by the unofficial parking on West Wood Road. However Cllr Innocent thought that this would not resolve the problem and asked the Clerk to write to LCC asking for a more permanent solution to the problem of unofficial parking. (ii) The Clerk confirmed that the precept request form had been returned to LCC. (iii) The Clerk was still awaiting advice from YLCA/NALC re any Pavilion VAT & tax implications (iv) The PC **Resolved** that should the play area be handed over before the March meeting the Clerk be authorised to pay the additional insurance premium for the refurbished play area up to £200.49. Moved Cllr Whitbread seconded Cllr Halliday. (v) The Clerk was asked to draft a response to English Heritage's consultation on the request to list the War Memorial as one of historical or architectural merit. (vi) The correspondence from Clifford PC re the use of land off Windmill Rd was noted. (vii) It was noted that the ICO had agreed to a 4 week extension to the timescale for the PC's response to the appeal by Bardsey Contractors re the PC's rejection of their FOI request. ..

6. Other correspondence received. (i) The PC agreed to the request by SJ Danby for the use of the new play area equipment for publicity purposes.

7. Planning Matters: (i) **Applications: 15/00317/FU** Two storey side extension and single storey rear extension; double detached garage –Headley Hall Cotts 3 Spend Common Lane LS24 9NT; **Ref. No: 15/00269/ FU** Dormer to rear - Iona Almshouse Hill Bramham Wetherby LS23 6QX .(ii) **Tree work:** Works to trees in conservation area – Removal of conifer & eucalyptus trees Tenter Hill Bramham LS23 6QZ Ref no: 15/00095/TR

8. Neighbourhood Plan report: Taken after item 4.

9. Pavilion Management Committee .It was **Resolved** that (i)a Pavilion Management Committee operating as a working party be established (ii) that the Parish Council representatives would be: Cllrs Whitbread, Henderson & Kitchen (iii) SO 's be amended Moved Cllr Whitbread seconded Cllr Innocent.

10. Proposals for the official opening of the Pavilion. It was **Resolved** to accept the proposed arrangements for the opening of the Pavilion on 25 April 2015. Moved Cllr Kitchen seconded Cllr Whitbread.

11. Pavilion (i) It was noted that the 3 month snagging period would come to an end on 26 February. Cllr Innocent had costed the additional fencing and hedging at £150. However it was noted that the Clerk had approached National Grid for assistance with these items. Cllr Kitchen offered to pursue with his contact within National Grid. (ii). It was noted that the completion cost of the Pavilion amounted to £82048.85 of which £77,500 was due to the contractor Castle House. This included amendments to the original accepted tender of £80,017.20 plus the drainage work (which should not have been the responsibility of the PC).. It was **Resolved** that a payment of £18,936.65 be paid to Castle House moved Cllr Whitbread seconded Cllr Kitchen (iii) The Clerk was asked to arrange a meeting with HSBC to pursue the opening of a separate bank account for the Pavilion. Cllr Whitbread & Innocent to attend. (iv) A decision regarding the quote from ESS was deferred pending clarification as to the locking arrangements should a fob key system be introduced. (v) It was **Resolved** that the name of the Pavilion should be the Bramham Pavilion and following consultation with Derek Barton that the meeting room be named the Phyllis B Meeting Room

12. PC Response to the Solar Farm Proposal - taken after item .4

13. Grant update. The report and spend to date was noted. Cllr Innocent advised that he had received 2 quotes for the replacement allotment gates. A third was awaited.

14. Parish Council applications to the Community Fund It was **Resolved** that the Parish Council would submit (i)a request for funding of £10k for the purchase and installation of adult gym equipment(ii) Request to use the reserve of £800 for 5 years hosting of the archive website - @£120 a year = £600 with the balance to be used to cover the costs of scanning large documents to enable posting to the website (iii) Cllr Innocent advised that reluctantly he had come to the conclusion that the estimated cost of £25k approx for providing water & drainage connections to the Senior Citizen's Shelter was prohibitive. It was therefore agreed that this would not be pursued at this time. Moved Cllr Whitbread seconded Cllr Dickson. The Clerk reminded Cllrs that no reply had been received from the Chair of the CF regarding the use of the £50k ring fenced within the sale of land monies. The Clerk was asked to resend the letter.

15. Change of date of the APM in election year. The YLCA & NALC had issued an advice note reminding Councils that in election year local councils must have regard for the timing of the Annual Meeting of the Council in order to comply with the Local Government Act 1972. In a year which is a year of ordinary elections, the annual meeting of a parish shall be held on or within fourteen days after the day on which the councillors elected at that election (should one be needed) take office. The Local Government (Parishes and Parish Councils) Regulations 1999 define the day on which the newly elected councillors take office as the fourth day after the election. This means that the window of

opportunity for holding the Annual Parish Meetings between 12 and 25 May 2015 inclusive. Whilst noting that the 2011 APM had been held prior to the elections, the PC **Resolved** that the 2015 APM would be held on May 13th. Moved Cllr Innocent seconded Cllr Whitbread. The Clerk was asked to book the Village Hall.

16. Arrangements for the Leeds Festival 2015 It was **Resolved** that (i) the quote of £480 per day for bus hire from Geldards be accepted; (ii) purchase the use of a PO Box for applications at a cost of £170.12(inc VAT) (iii) a charge £42 for a resident's ticket; £4 of which would cover the cost of transport and because the Community Fund had refused to do so the PC's admin costs. (iv) Applications would be accepted between 23 March & 16 April only (dates subject to confirmation of the cost of full price tickets). It was noted that the secretary of the CF had confirmed that the CF would retain £38 only from the sale of tickets)

17. Appointment of the internal auditor It was agreed that Mrs Pam Harrison be asked to carry out the internal audit for the year ended 31 March 2015.

18; Agreement for loan of VH equipment. The agreement was signed by the Chair Cllr Whitbread. The VH committee was thanked for the loan and support for the Pavilion.

19. Financial matters (i) The bank reconciliation statement for month ended 31 Jan 2015 accepted (ii) the following accounts were passed for payment moved Cllr Whitbread seconded Cllr Kitchen

Clerk's remuneration	101811	£ 527.69
Clerk's expenses	"	73.60
Caretaker remuneration	101812	26.36
Cleaner remuneration	101813	26.56
Gardener remuneration	101814	26.36
Village Hall (Hire costs)	101815	64.00
Cllr Whitbread Pavilion exps	101816	322.97
Stockeld Farms Ltd	101817	90.00
EES	101818	564.00
EES	"	95.00
Write Design	101819	57.60
Yorkshire Water	101820	21. 97
All Saints Parish Church (S137)	101821	950.00
Cllr Dickson Pavilion exps	101822	19.98
SJ Danby Ltd	101824	23,269.32
Walker Walker Futures Ltd	101825	500.00
Neil Ferres (Archive exps)	101826	129.46
Castle House Ltd	101829	18,936.65
Royal Mail Ltd	101830	170.12

20. Minor items and items for the next agenda

- Mrs Blanchard was wished a speedy recovery
- Ted O'Donoghue (Bramham FC) was thanked for supplying & commissioning the fire extinguishers and cleaning materials
- It was noted that the EA had started the access to the wild life area
- Cllr Innocent reported that in August BT had given 60 days notice that the phone box on Lyndon Ave would be removed but in fact it was still in position
- Cllrs were sorry to hear from Cllr Dickson of the passing away of Mr Laurie Baker a former long serving Parish Councillor.

21. Time, date & venue of the next meeting: 7.30pm Wednesday 4 March 2015, Braham Pavilion