MINUTES OF A MEETING OF BRAMHAM CUM OGLETHORPE PARISH COUNCIL HELD ON WEDNESDAY 2nd NOVEMBER AT 7:30 PM IN THE SENIOR CITIZEN'S SHELTER

6/2016

Present- Councillors Val Whitbread (chair)
Helena Buck
Ian Dalton
June Halliday
Katie Race
Linda Richards
Pete Dunn

Also present were Ward Councillor Alan Lamb, two residents (part) and the clerk.

PUBLIC SESSION
The residents present were happy to wait until the agenda items in which they had an interest were discussed.

1. **APOLOGIES** – There were no apologies

2. **DECLARATIONS OF PECUNIARY INTEREST** – Cllrs. Dunn and Halliday regarding the Farfield House planning application.

3. **MINUTES OF LAST MEETING**
It was **resolved** that the minutes of the Parish Council meeting held on 5th October 2016 be approved, proposed Cllr. Whitbread, seconded Cllr. Richards, all were in favour.

4. **CRIME REPORT**
The PSCO had previously circulated a crime report showing no reported crimes in the Parish in October.
Speed checks have been carried out near the school which do not suggest any problems, however there was a feeling that this was because the cameras were positioned where vehicles had to slow down due to road hazards. Standing orders were suspended to allow one of the residents present to comment.
Arrangements have been made with Highways to have the words BUS STOP painted over the bus stand on Clifford Road near the school.
There was discussion about the number of children using the bus stop and the clerk was asked to repeat the request made to West Yorkshire Combined Authority to take over this shelter.
The clerk has reported further damage to the bus shelter (two additional panels broken).

5. **CLERK'S REPORT**
The clerk attended an on-site meeting at Bramham House with Cllr. John Proctor, Martin Blackett (Senior Land and Property Officer of Leeds City Council) and a colleague and a concerned resident of Freely Lane. A report was given and the residents who came to the last Parish Council meeting have received a written report.

6. **CORRESPONDENCE**
A list of correspondence received since the last meeting (items 69-86) had been circulated and the contents noted. Cllr. Dunn will attend one of the Annual Planning updates (item 75) in the Civic Hall from 2pm-4pm on Wednesday 23rd November.

Initials VW

There have been a couple of e-mails from residents unhappy about the condition of the road surface on Headley Lane and suggesting that National Grid have been half-hearted about their promises to repair damage caused by their heavy wagons (item 82). The clerk is pursuing this with Leeds City Council Highways and Bramham Park Estate (who were given a cash donation by National Grid in lieu of a large quantity of stone which had been intended for the repair of the road surface).
There has been interest by the Folly Lane Allotments in item 86 (which was an offer of free Trees from The Conservation Volunteers). Two bundles have been applied for. The clerk will make the contact person for the Meadow Lane allotments aware.

7. PLANNING MATTERS

- Works to protected trees - 4 & 6 Bowcliffe Road. These trees are in the wildlife area and are estate's trees. There has been liaison with Bramham in Bloom. **No objections.**
- 19 Milnthorpe Way Alterations including single storey extension and new raised patio area. **No objections.**
- The Orchards Clifford Road Attached garage and hardstanding to front. **No objections.**
- Farfield House, Wetherby Road Construction of eighteen houses. The members of the Planning Working Party had concerns about this. The applicant claims to have consulted with the Parish Council, a claim which the Parish Council feels is misleading. The proposal was originally for fourteen houses and was then increased to twenty-two. The developer has reduced it to eighteen. There are known drainage concerns on Lyndon Road and which the run-off from this development will add to. It was felt that there should be ground water monitoring before anything is built and that drainage has not been considered as fully as it should have been. Some of the proposed houses are very close to existing houses and Highways have expressed concerns about density. The Parish Council will write to Planning expressing concerns that there are too many dwellings for this size of plot and that this number of dwellings will cause drainage issues where problems are already known to exist.

The deadline for the Farfield House application was just two days after the Parish Council meeting. The clerk often has to request extensions to deadlines to allow consideration at Parish Council meetings – these requests are usually granted but the clerk will contact Planning to see if they can consider the timing of Parish Council meetings when setting deadlines for comments.

8. OTHER ITEMS

8.1 Proposal for a additional Village Sign – Bramham in Bloom have suggested an additional sign on the A64 slip road near the Bowcliffe turning and an interpretation display board (like the Battle of Bramham Moor one). Fingerpost signs are already being done by Highways. There was a suggestion of a new stone and it was noted that the place on the A64 near Scholes had donated a stone to Wetherby (in return for advertising their business) and may be worth an approach along similar lines. Cllr. Lamb will make enquiries. The trough came from the same place. As for the display board, Cllrs. Buck and Richards will liaise with Bramham in Bloom to consider the artwork.

8.2 Pavilion Update – The Chair reported the loss of two of the regular bookings.

Initials

8.3 Football Contract 2017 – The Chair has circulated a copy of the agreement for 2017. The key changes are an increase in rental and a rule about using weed killer to mark out where the white lines go. The clerk will send this to them with an invoice, football club officials will need to sign it.

8.4 Festival Tickets – updating the application process – the working party looking into this have had several meetings. A missive has been put together to go in the December church magazine, further articles will appear every month. **Registration will be on 19 March 2017**, it starts at 10am but doors will open two hours before then during which time there will be liaison with the queuing applicants to make sure that they have all the necessary documents. There will be a mop up on 2 April 2017. The Village Hall has been booked and bacon/sausage sandwiches will be available. The spreadsheet will go off to Festival Republic on the day. After a short discussion it was decided not to offer payment by credit card machine this year. Cash payments will not be allowed.

8.5 Bramham school parking – The Chair has had a telephone call from a resident expressing concerns about this and e-mails have been sent. There is a field adjoining Clifford Road (near the bottle banks) which is believed to be owned by Leeds City Council (LCC) [1] and they have been approached about allowing a part of it to be used to allow parents to drop off their children. Standing orders were suspended to allow a resident representing parents the opportunity to make comment. The need for railings and a barrier (to prevent travellers using the site) was recognised. The top field is owned by the Diocese and their ability to access their land would need to be preserved. There were also concerns about speeding traffic along this road which could be addressed as part of the overall project. The Parish Council is working with the head of the school and LCC to try to progress the issue

[1] Since the meeting LCC have advised that they don't own this land.

8.7 Fields in Trust – Protection of the fields has been mentioned by several respondents to Neighbourhood Plan questionnaires. The Chair brought several aerial photographs of the site to the meeting. The area excluded from the Fields in Trust dedication was marked out, the greater part of the car park would get protection but a rectangular area surrounding the pavilion was excluded to allow for future extension of the building and access to it from Freely Lane. It was **resolved** that the area so marked would be excluded from Fields in Trust dedication, proposed Cllr. Dalton, seconded Cllr. Dunn, all were in favour.

8.8 Senior Citizen's Shelter Update – Standing orders were suspended during this item to allow an interested resident to participate on the discussions. One builder has been out to give a quote and it is hoped that there will be another by the end of the week. The resident has offered the use of a micro-digger and will accept a portaloo but reported that his fellow users of the shelter wanted something permanent. There are problems with moles in the garden and the clerk will arrange for a pest control contractor to deal with this.

8.9 Neighbourhood Plan – update – The parish returned over three hundred questionnaires. The group are now using Trello to communicate with each other. The Site Allocations consultation is running, the clerk will reply to this restating the Parish Council's position.

Initials

8.10 Reports from those who have attended training events – The clerk is due to attend VAT and Procurement training on 3 November.

9. FINANCIAL MATTERS

9.1 Bank Reconciliation – the Bank Reconciliation had been circulated to all showing receipts totalling £2,008.01 and payments totalling £5,146.75

9.2 Report of invoices and payments to be made for November – The Responsible Financial Officer presented the Cash Book showing six cheque payments totalling £652.87, five BACS payments of £1626.89 and two direct debit payments of £229.00. It was **Resolved** that all these be approved for payment.

9.3 It was **Resolved** that under section 137 of the 1972 Local Government Act that the Parish Council approved a payment for the village Christmas Tree, proposed Cllr. Whitbread, seconded Cllr. Halliday, all were in favour

9.4 Draft Budget The Finance Working Party has met to consider the budget for 2017 and will meet again and make recommendations to the next meeting. The clerk will contact his predecessor regarding documents necessary for the annual return, in particular the Financial Risk Assessment. A date of 16 November was agreed for the next meeting of the Finance Working Party

10. To consider **Minor items** (matters about which no decision can be taken at this meeting) and to notify the clerk of matters for inclusion on the agenda of the next meeting

10.1 Flooding concerns on Lyndon Road – A request was made to put this as an agenda item for the December meeting.

10.2 Children's Activity Morning – This will be in the Pavilion on the 26th from 10am to 12:30pm.

10.3 Shop – The Village shop has been a real focal point for the community, allowing Neighbourhood Plan questionnaires to be dropped off (and collected) there and supporting the Festival tickets application process. It as agreed that flowers be bought for Lynne.

11. DATE OF NEXT MEETING: Wednesday 7 December at the Sports Pavilion at 7:30pm. Mince pies to be provided.

There being no further business the meeting concluded at 9:15 pm.

Signed

Chair
7 December 2016

Initials VW