

## **BARDSEY CUM RIGTON PARISH COUNCIL**

### **MINUTES OF THE VIRTUAL ANNUAL PARISH MEETING AND OF THE VIRTUAL APRIL COUNCIL MEETING – WEDNESDAY APRIL 21**

#### **ANNUAL PARISH MEETING**

**PRESENT** Cllrs Stentiford, Sidle, Bosomworth, Ward, Denby, Osborne, Flockton and Hoyland and one resident.

**APOLOGIES** Ward Cllrs. Matthew Robinson, Ryan Stephenson and Cllr Tatman.

**CHAIRMAN'S INTRODUCTION** The Chairman welcomed everyone to the meeting.

**MINUTES OF BARDSEY 2019 ANNUAL PARISH MEETING** It was proposed Cllr Flockton, seconded Cllr Sidle and agreed unanimously that these should be approved.

**FINANCIAL REPORT BY CLERK** The Clerk reported that the end of year accounts are in a very healthy state, with increased reserves as shown. The council therefore decided that there would be no increase in the Precept for the coming year. Despite this, LCC have notified a precept increase of £600 and an explanation is being sought from LCC. The Council reduced its annual income by not charging rent to any of the 3 sports clubs in view of difficulties over the pandemic.

This year, included under grants was a loan of £5000 to BPC which the club has recently agreed to repay, although we may need to give this further consideration in view of some heavy items of expenditure they have recently incurred.

There have been no large items of expenditure, most payments having been on bin emptying and ground care. Looking to the future, expenditure approved for the near future includes improvements to the surface of the playground, estimated to cost around £20,000, excluding a few extra items. We have, however, been allowed to finance the improvements from remaining S106 funds and have been notified of a payment of £13,000 towards this, with the expectation of a further £7000 to come, and should like to thank Vicky Nunn of Parks & Countryside at LCC for organising this. Biffa bin emptying costs will continue to increase unless we are successful in persuading LCC to accept responsibility for our hazardous waste. Other projects to which we are committed are a joint project with East Keswick Parish Council for substantial repairs, costing a total of £2405, to the bridge structure between the 2 villages, £360 towards tree work round West Well, and £210 for a new refuse bin at the end of Blacksmith's Field on Keswick Lane.

These accounts are draft only and need to be inspected by both the Internal and later the External Auditors. I should like to thank Philip Oddy our Internal Auditor for his invaluable assistance.

## **ANNUAL REPORT FROM CHAIRMAN OF YEAR'S PROCEEDINGS**

The Chairman explained that this has been a difficult year for everyone and hopes we may soon get back to near normal in the next 12 months.

The PC meetings have been on zoom, and all Cllrs and the Clerk have taken on an increased load. He thanked the Clerk for ensuring that the move to zoom meetings did not impact on the effectiveness of the Parish Council. He feels we are privileged to have such a committed and professional council working on behalf of the village. He then outlined some of the key areas.

Planning- Cllrs Denby, Tatman and Flockton have continued to carry out excellent work, considering 96 applications in the village over the last 2 years. (Detailed report following)

Highways – Despite the difficulties of meeting officers on site Cllr Hoyland has managed to cover a wide range of highways and public rights of way issues maintaining a high commitment and a wide range of successful outcomes despite the many additional pressures. (Detailed report following)

Sports Club – Cllr Bosomworth has continued as Chairman of the Sports Club through a difficult year and has also worked tirelessly on many other areas of responsibility, including the duck pond, developing new bridleways, and producing a range of risk assessments for different activities in the Parish to cover Covid safety requirements.

Parish Council website – Cllr Sidle has made our website very user friendly, and has made it an essential tool, not only for carrying out PC commitments but also for keeping residents updated on covid requirements.

Playground and Parkfield – Cllr Ward has been able to accomplish an amazing amount in the last year with both the playground and Park Field, given the many restrictions imposed because of covid. Thanks to his efforts we have received funding towards the resurfacing of the playground area to make it safer. He too has produced a range of risk assessments.

Unfortunately, due to other commitments Andrew West had to stand down earlier this year so we would like to thank him on your behalf for his input. We are happy to welcome Kieran Osborne to the Council filling the vacancy left by Andrew.

We would like to thank the Village Hall Committee, the Sports Club, Tennis Club and Bowling Club for the excellent job they have done in managing the Village's assets on behalf of the residents of Bardsey, and Ward Cllrs Matthew Robinson and Ryan Stephenson who have given us invaluable support throughout the year.

Another positive in the last few months is the volunteer group of litter pickers who have made an enormous impact on the appearance of the village. Thanks go especially to Bev Humphreys who has had a large part in setting up and supporting the litter picking work in Bardsey.

Finally, the Chairman paid tribute on behalf of the council to Prince Philip, Duke of Edinburgh, who died recently, and offered condolences to his family. The Prince will be greatly missed, especially for his work in setting up the Duke of Edinburgh Award Scheme.

Planning Report from Cllr Denby – Since the 2019 APM there have been 96 planning applications of which 54 have been approved, 10 refused, 6 withdrawn and 26 not yet determined. Of the refusals, 6 were appealed to the Secretary of State, with 1 appeal allowed, 2 dismissed and 3 not yet determined.

Of the 44 applications to which the PC objected, 18 were approved by the LCC, 10 refused, 6 withdrawn and 10 not yet determined. Reasons for the PC objections are: not being in accordance with the Neighbourhood Plan, out of character with the surrounding properties or the street scene, over intensification of use or plot size, together with access, parking and highway difficulties.

Whilst not objecting to the majority, they have made general comments to some where it was considered appropriate.

They have also advised Leeds Planning Dept. where they have seen development taking place without planning permission and has resulted in Planning Applications being submitted and in one case the application was refused.

#### Highway Report from Cllr Hoyland

- A58 -She is seeking a solution to the pooling problem at the bottom of Rigton Bank. A French drain has earlier this year been suggested by LCC but she has not yet received an update.  
Heavy water flow between Wood Lane and Rigton Bank was followed up by Parish and Ward Cllrs. Drains were cleared and will be monitored.  
Verge encroachment between Keswick Lane and Scarsdale Ridge will be dealt with by the Community Payback Scheme.
- Church Lane – After reporting the poor condition of the road over a long period Church Lane from Bingley Arms to Blackmoor Lane has been surface dressed.  
Above the Bingley Arms to Blackmoor Lane verge encroachment has been added to the maintenance schedule.  
She is pursuing improving the banking by the church
- Cornmill Lane – Collapsed fencing by banking and beck was reported and replaced. There have been issues with ice forming on this road which will be monitored and action taken as necessary.
- Woodacre Lane – raised kerbstone, dislodged drain cover and blocked drains were reported and dealt with. After pursuing over a long period, the degraded footpath, from Woodacre Crescent to the school, has been addressed.  
Many blocked drains in the area were reported and dealt with apart from a few affected by tree roots etc. which needed further attention. Also, on several occasions hedge encroachment was followed up.
- Footpath 12 (Blacksmith's Field) – Gate mended several times by Cllr Bosomworth.
- Other footpaths were reported due to poor sign posts/ signage/ stiles/ overgrowth.

### **ANY OTHER BUSINESS**

1. Cllr Bosomworth wished to include Cllr Flockton in the thanks expressed by the Chairman for her work in organising and help plant the village tubs twice a year, and as Chairman of BSC, to thank Cllr Stentiford for his support at Bardsey Sports Club
2. 'Healthy balance of accounts' – Cllr Denby suggested that it might be appropriate to consult residents over ways they would like to see some of this money spent. The resident present and many Cllrs approved of the idea. It was agreed to send out a list of options, both online (to be set up by Cllr Osborne) and alternatively by post.
3. The resident present asked for details of the council's proposals regarding the field at the back of the church bought by the Lady Elizabeth Hastings Trust. Cllr Denby explained the current position to her. (MA 4)

### **MINUTES OF THE VIRTUAL APRIL 2021 BARDSEY PARISH COUNCIL MEETING**

**POLICE AND RESIDENTS FORUM** . No Police or residents attended the meeting.

**DECLARATION OF PECUNIARY AND OTHER INTERESTS** .None.

**PRESENT** Cllrs Stentiford, Sidle, Bosomworth, Denby, Ward, Osborne, Hoyland and Flockton

**APOLOGIES**. Cllr Tatman.

**MINUTES OF ZOOM MEETING HELD IN MARCH 2021** These were approved with a few amendments

### **MATTERS ARISING**

1. SIDs and Data collected from them. Cllrs Bosomworth and Sidle both reported having contacted LCC separately and on more than one occasion inquiring about the basis and interpretation of the data, but neither has yet received an acknowledgement.

2 Allotments Cllr Bosomworth reported that he has recently been informed by Neil Young of a conversation with senior colleagues in Asset Management regarding BPC's request for a community asset transfer of the Keswick Lane allotment site. He was advised that this will involve a business case from the Parish Council and consideration by the Executive Board of LCC. Cllr Bosomworth, if the Council is agreeable, will work with Cllrs Denby and Ward to produce the business case which they will bring to the next meeting for approval. This was agreed.

3.Highways Update Cllr Hoyland reported: -

- A58 -Despite lack of rainfall, water is still pooling below Rigton Bank. Highways had advised the answer may be a French drain and are now pursuing this with Ben Cornelly, Richard Cook and Nigel Eastwood, but BH has been unable to get an update.
- Church Lane – Banking by Church – Contacted Bardsey Horticultural Society who suggested consulting East Keswick Wildlife Trust.

Cllr Flockton asked that the banking on the A58, also full of brambles, be included in the request.

4 Possibility of bridleway / footpath on field bordering A58. Cllr Denby reported that the next step is for a small group of Cllrs to meet a member of the Lady Elizabeth Hastings Trust on site to discuss our proposals. It was agreed that he, and Cllrs Bosomworth and Ward would represent the PC at the meeting. It was also agreed that the Cllrs would initially request a bridleway and only if unsuccessful, a footpath.

5. Village Pond Cllr Bosomworth reported that the damaged section of bridleway has been repaired and low wooden fencing installed. The moorhens are incubating eggs. It was agreed that Cllr Bosomworth would write draft a letter to the Proctors thanking them for organising this with no cost to the PC, and at the same time remind them of the agreement over grass cutting.

6. West Well The Chairman reported that the leylandii have now been cut back.

7. Report on PACT meeting Cllr Denby reported that Sam Firth chaired the meeting which was attended by 9 people including Matthew Robinson, plus Andrew Katkowski and Susan Broadwell from West Yorkshire Police. The Police reported 10 burglaries & 3 business burglaries. There were signs of an increase in single occupancy burglaries with jewellery and cash stolen. One male has been arrested. There is a possibility of Trembler alarms costing approx. £5.20 each being supplied to the elderly.

There were no Highways or Neighbourhood team people at the meeting and no reports provided.

There was a suggestion for a 'bag champion' for each parish to co-ordinate litter picking. CCTV could be placed on Parish land for use in detecting anti-social behaviour but must not overlook private gardens.

Parishes should email Andy Katkowski on any problems in their area with copies to Matthew Robinson.

WYP website plans to provide film evidence of speeding, bad driving etc and to have speed checks on the Wetherby Road through Scarcroft. Matthew Robinson hopes to site police cameras there.

There have been 3 drug and 3 ASB arrests, plus 2 people arrested in Barwick for cannabis growing.

Next meeting is 13 May but the venue is uncertain if meetings from May7th must be in person.

8. Report on Litter Picking by Cllrs on March 30 Cllr Flockton reported that although many people have been litter picking before the Parish Council litter pick on March 30<sup>th</sup> Cllrs still managed to collect several bags. Thanks should go to The Chairman and Cllr Ward for collecting in Milner Lane and Hetchell Woods, Geoffrey and Pauline Tatman for Barker's Plantation, Cllr Sidle for Church Lane and the A58, Cllr Bosomworth for Keswick Lane, and Cllr Hoyland for the church to Blackmoor Lane and Blackmoor Lane, Beverley Humphreys, Penny Barber, Pauline Hills and many others are continuing to collect round the village.

9 Possible divergence of Footpath No 20. No further action will be taken by the PC at present.

10 Off road link between Bardsey/ East Keswick and Collingham Cllr Bosomworth reported that he has now established ownership of the disused railway line from Bardsey to Collingham. Landowners for a route nearer the Harewood to Collingham road have, or are, being identified. The group would like to be kept abreast of any developments of an off- road route from the old reservoir to Gateon Lane.

11. Ultrafast Broadband. Cllr Sidle reported that further delays to this project have been reported by Openreach, due to the problems routing fibre cables across Woodacre Lane at the junction with Castle Grove. The issues relate to the permits required from LC Highways to excavate the road, and disagreement over traffic management during this operation. After Cllr Hoyland approached Highways, a site meeting was held between parties on April 1<sup>st</sup>. Some locations in the village downstream of Woodacre Lane have already been notified that ultrafast broadband is available to them, and according to Cllr Osborne Openreach are due to complete the installation by mid-May, although Highways have still not yet received a permit application for the excavation on Woodacre Lane.

12. Face to Face and Virtual Meetings The Clerk reported that there is still some uncertainty over whether from May 7<sup>th</sup> councils will be permitted to hold zoom meetings when more appropriate. The next meeting of BPC on May 5<sup>th</sup> will avoid this deadline and by the third week in June when that meeting is due, we should have a definite decision.

13. Further Tree Planting in village The Chairman reported that no action has yet taken place.

14. Retaining Wall at Bingley and possible widening of footpath The Chairman reported that this is now being dealt with by Cllrs Stephenson and Robinson.

15. Promotion of businesses on Bardsey website. Cllr Sidle reminded colleagues that it had already been agreed not to carry promotional material for commercial enterprises or to offer commercial services on the village website. There are however some historical anomalies relating to Deep Blue Digital and Park Lane Homes. Removing them might, however, prove contentious. He suggests the PC should decide between a number of options.

After much discussion, it was agreed that the Council would inform both organisations concerned of the agreement reached at the current meeting to abide by the long term PC decision over commercial advertising, as a result of which. the 'useful contacts' page will be removed in its present form. Cllr Sidle will discuss this with Deep Blue in view of their continuing contribution to the community by hosting the village website, and endeavour to agree an appropriate on-going acknowledgment of this on the site.

16.. Gate to Blacksmith's Field – Cllr Bosomworth said that apart from tightening some of the bolts there is nothing to report.

## **STANDING AGENDA ITEMS**

1.Park Field Cllr Ward reported that all the safety work along the beck has been carried out by Mark Hullah. The steps have been repaired, however the railing on the steps near the bridge is very loose and with PC consent, he will ask Mark to make a repair. A villager has asked permission to plant a few trees that he has grown from seed and he has given permission.

A large new yellow clinical waste bin has been supplied by Biffa so once again we have 2 large containers in the car park, neither having locks and therefore at risk of cross contamination. The contractors used by BSC do not collect hazardous waste so are unable

to offer an alternative. He is contacting LCC and hoping they will agree to an additional collection on Keswick Lane.

2. Playground - Cllr Ward reported that part of the money (capital £13,000) has now been received from LCC. We are hoping also to receive the revenue costs of £7000, making a total of £20,000. The total costs may be more than £20,000, however, as the PC has also agreed to additional work - increasing the amount of material at the entrances and down the middle. We may use black mulch to keep the costs down and he will discuss this when he meets up with the contractors once again. He will then get final costs once the money has been received. It was agreed that the PC should go ahead now in authorising the work to be undertaken ASAP in view of the coming summer when the playground should get maximum use.

3. Web Site Cllr Sidle reported that email traffic continues to be very light at present, due largely to the pandemic and the consequent lack of events etc. The Bardsey and East Keswick Running Club has been added to the list of village clubs and societies page and a post promoting it for the 2021 season. Other posts have featured the calling notice for the APM and a tribute to the Duke of Edinburgh. A further post thanking all litter pickers will be added.

Parish Council Domain – Currently Cllrs use their private email addresses for PC business but this does involve a degree of vulnerability. Cllr Osborne has suggested that the PC could set up its own domain at a cost of circa £10 per annum and issue email addresses to colleagues to avoid this. The Council domain would be under Council control too, so addresses could be removed or created as individual Cllrs left or joined. The downside is that we would not be able to reply from these addresses unless we opted for a much more costly domain service costing approx. £10 per month per user (hard to justify). After much discussion, it was agreed that Cllr Osborne would set up a Council domain with 8 reception forwarding boxes and 2 full service boxes for the Clerk and Planning.

4. Sports Club Cllr Bosomworth reported that both football and cricket have restarted and outdoor drinks are being served from the government Covid -19 guidance.

The club has asked for the beck to be fenced adjacent to the junior football pitch – cost £900 There has been more vandalism at the club e.g. broken downpipes at the clubhouse, cut cricket nets, damage to football dugouts etc. The club's insurers are insisting on increased security both in the clubhouse and the garage. Although there is some sympathy for younger members of the village playing football etc at the club in the absence of anywhere else, this is a private club effectively providing open space for villagers. The club has offered to repay the loan of £5000 borrowed at the beginning of the year but would ask that the PC meets the cost of the fencing at the beck, as previously agreed, and funds repairs to vandalism by writing off at least part of the loan.

Cllrs discussed this and agreed that the loan should be repaid at the convenience of BSC and the council will give them an immediate grant of £2,500 to cover the repairs to vandalism.

The trees owned by the PC at the rear of the clubhouse overhang the roof and need attention. There is a fair amount of litter, much of which has been cleared by 2 villagers who are club members. He will take bulky items to the tip.

Plans for a village gala/ fete on July 18 are beginning. Proposals look good but there will be a lot of work to carry this off in the time available.

## **PLANNING**

### **1. NEW APPLICATIONS** Cllr Denby reported

- (a) 21, 01945 – 1 Scarsdale Lane – Exts – *No objection*
- (b) 21/02134 – Lingrow, Linden Close – Alts. & Exts.- *Comment*
- (c) 21/01981- Lismore, 9 Church Lane – Ext. & Annexe – *Comment*
- (d) 21/01298 – Hill Barn, Cornmill Lane – Window to Ext.- *No comment*
- (e) 21/01886 – 1 Tithe Barn Lane – Ext, & Patio.- *TBA*
- (f) 21/01770 – 66 Woodacre Green – Conversion of Garage to Home Office.- *No comment*
- (g) 21/02110 – Netherdale, Wetherby Road – Ext. –*No comment*
- (h) 21/02249 – 5 Wayside Crescent – Exts.- *Comments*
- (i) 21/801787 - 7 Congreve Approach – *Object*
- (j) 20/08228 – 1 Keswick View – Conversion of bungalow to house – Revised plans – *Object*

### **2. APPROVALS BY LCC**

- (a) 20/07499- Land to rear of the Ferns, Tithe Barn Lane. – Alts. to consent.
- (b) 21/00450 – Hillside, 40 Church Lane – Extension of residential curtilage .
- (c) 21/00862 – 27 First Avenue – Ext.
- (d) 21/00889 – Carrour, 3 Miles Garth – Exts.
- (e) 21/01456 – Rigton Valley Cottage – Enclosure of car port – *Object*

### **3. REFUSALS BY LCC:**

- (a) 20/06773 – The Ferns, Tithe Barn Lane – Removal of permitted development rights.

### **4. APPEALS**

- (a) 21/00045 – 7 Congreve Approach. – *Object*.

### **5. ENFORCEMENT**

- (a) 1 The Drive – Two metre fence .

## **FINANCE**

### **1. Bills for payment:**

(a) Biffa Waste Disposal	£ 42.00
(b) YLCA – Membership Fees.	591.00
(c) Bardsey Tree Services	360.00
(d) YLCA – Annual Subscription	591.00
(e) M. Bosomworth – Reimbursement Land Registry Fees.	44.00
(f) Bardsey Sports Club – Grant	2,500.00

## **CORRESPONDENCE AND NEW BUSINESS**

**1. New Litter Bin – Blacksmith's Field entrance.** The Clerk reported that East Keswick PC has asked BPC to consider adding a request for a replacement bin in this location at a cost of £210, to add to their list thus reducing the total costs for East Keswick by ordering new litter bins. Bardsey Cllrs agreed.



2. Rubble on private land adjacent to the A58. Cllr Tatman had reported that this was most unsightly and asked whether the PC could take any steps to get it removed. Later, the Clerk received an anonymous letter asking the same question. The Chairman said that he did not think the council could intervene. He believes that there is a covenant attached to the land but it would be inappropriate to become involved in a civil dispute.

**DATE OF NEXT MEETING** Wednesday May 5<sup>th</sup> at 7pm

**MINOR MATTERS FOR DELEGATION TO CLERK/NEXT AGENDA.**

1. Ultrafast Broadband – Cllr Osborne has just received notification that a permit for digging up the road has now been submitted.

Signed:

Date:

BPC April 21 Joint Mins of 2 meetings