



BARDSEY CUM RIGTON PARISH COUNCIL

Minutes of the Annual Meeting of Bardsey Cum Rigton Parish Council held on Wednesday 17th May 2023 at 7pm in the Village Hall.

Commenced: 7.00pm

Concluded: 9.00pm

Present: Cllrs Bosomworth, Flockton, Jackson, Tatman, Hoyland, Ward and 4 members of the public.
Clerk: V. Forbes

2324/001 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office

Resolved to elect Cllr Stentiford as Chairman and the Declaration of Acceptance is to be signed after the meeting.

2324/002 To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office

Resolved to elect Cllr Bosomworth as Vice Chairman and the Declaration of Acceptance was signed.

2324/003 Introduction from the Chairman

Cllr Bosomworth welcomed all to the meeting as Chair in Cllr Stentiford's absence.

2324/004 Public Participation

Four members of the public attended the meeting. There followed two separate discussions on two items on the agenda, both items were in 2324/012

2324/005 To receive any apologies and approve reasons for absence

Apologies were received and reasons approved from Cllrs Stentiford, Denby and Osborne.

2324/006 Declaration of Interests

- a) To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests. **None received.**
- b) To receive, consider and decide upon any applications for dispensation. **None received.**

2324/007 To confirm the minutes of the full council meeting held on 19th April 2023 as a true and accurate record.

Resolved to confirm the minutes of the meeting held on 19th April 2023 as a true and accurate record.

2324/008 Financial matters

- a) To approve the schedule of payments (Appendix 1) **Resolved** to approve the schedule of payments.

- b) To approve the latest bank reconciliation and budget comparison (Appendix 2) **Resolved** to approve the latest bank reconciliation and budget comparison.

2324/009 To receive an update on the following ongoing issues and decide further action where necessary:

a) Village meeting place (KO)

Prior to the meeting, Cllr Osborne circulated several options for the gazebo. It was **resolved** that number 4 was the best option. b) SIDS (MB)

The latest data from the village SIDS is attached below. Please note the South SID on the A58 is not returning data and the East SID on Keswick Lane is still with Leeds City Council to be repaired.

Direction of Travel	Start Date	Start Time	End Date	End Time	Number Vehicles	Percent >30mph	85 th Centile	Max. Speed
North	04/04/2023	19:00	17/05/2023	17:00	53,722	41.52	35	85
South	17/05/2023	16:00	No Device	Found				
West	09/03/2023	07:00	17/05/2023	16:00	46,614	20.9	32	70
East	17/05/2023	16:00	Device Still	At LCC	For	Repair		

c)

Allotments (MB)

No update. An email has been sent to LCC d)

Highways (BH)

A58 – MILL LANE-RIGTON BANK - For a long time BPC has been trying to get the various problems of verge creep, overgrowth and other issues along the footpath area addressed. Recently aware of workmen in this area Cllr Tatman discussed the work with them and further followed up. He was advised further work would be carried out. Our Ward Councillors are now pursuing this on our behalf.

KESWICK LANE – dropped kerbs were requested along Keswick Lane to East Keswick by wheelchair bound resident. Last year there was a site meeting with Luke Wood, LCC Asst Transport Planner (disabled) and myself and we walked to the East Keswick butchers. Due to the steepness of the banking it is not suitable to install dropped kerbs by Wike Lane but was advised there should be no problem installing dropped kerbs at the bottom of Woodacre Lane before end of 22/23 financial year. No dropped kerbs have been installed and is an ongoing problem trying to establish the situation. Luke Wood also suggested the PROW between East Keswick and Keswick Lane could be a possible connection.

RIGTON BANK – Following a meeting last year regarding road safety issues on Rigton Bank, although it was agreed narrow road signage would be instated and advised would be earlier this year the signs are still not in place.

Action: Clerk to request an update from Cllr Robinson.

WOODACRE LANE – Residents raised concerns with regard to potholes on Woodacre Lane, particularly above the Village Hall. After discussion with the residents, which included the procedure on LCC website, they decided to report directly to LCC and get back to BPC if necessary.

Blocked drains on Woodacre Lane were reported and dealt with.

Once again I need to reiterate this year is proving to be particularly problematic communicating with Highways and have found it necessary to request assistance from our Ward Councillors. (BH)

e) Possibility of bridleway/footpath on field bordering A58 (DD) Nothing to report.

f) Village Pond (MB)

The water is still muddy, but it is possibly improving. The Memorial Board has been installed and an article has been sent to Wetherby News, but there has been no response. The Moorhens have had at least 6 chicks.

g) PACT Meeting (DD)

The recently circulated report of the PACT meeting has been noted.

h) Active Travel group (MB) Nothing to report.

i) Road crossing on A58 near Mill Lane (BH)

A resident requested a pedestrian crossing on Wetherby Road by Cornmill Ginnel. It was followed up with a site meeting involving LCC Highways and BPC Councillors. A good sight line was established for an island crossing. We were advised surveys and assessments would be carried out by Highways and then would be ranked and a decision would be made earlier this year. Although vigorously followed up by BPC unable to get an update. Across Leeds there are only about 12 new crossings yearly.

j) Tennis Club Lease (LF, MB, KO) – The new lease has been signed and approved. The Councillors gave a vote of thanks to Cllr Bosomworth for all his endeavours in achieving this.

2324/010 To receive an update on the following standing agenda items and agree any necessary action:

a) Park Field (MW)

Two new benches have been ordered. b)

b) Playground (MW)

Still seeking a contractor to make the minor repairs required. c)

c) Sports Club (MB)

The repairs from the break in are complete. The Coronation Picnic was a success despite the wet weather and over 200 residents attended. A Gala is planned for 27th August 2023. The Parish Council waste bins are located in the car park. Alternative locations have been considered but the Parish Council have been unable to find a feasible alternative.

d) Bardsey Field (JJ)

Mink that have been discovered in the field have been dealt with according to government guidance. Cllr Jackson has been added to the list of trustees for East Keswick Wildlife Trust. The final sale cost will be released when the sale is completed. The sale has been delayed whilst funding is finalised from different sources. Several field studies are taking place. Unless consent is given from the agents, access to the field is trespass.

The clerk has taken advice from the YLCA about BPC interest in Bardsey Field. The YLCA suggested 3 options which included having a 10% ownership of the field on the title deeds or a 10% charge against field. The clerk is to circulate the advice from the YLCA and a decision made at the next meeting.

ACTION: Clerk to circulate YLCA advice.

e) Local Care Partnership Development (MB)

Last meeting 10th May. Main item was the Leg Club to run at Wetherby Town Hall on Fridays between 09.00 and 12.00. First meeting was scheduled for Friday 12th May. Key points seem to be:

- Patients will be referred in initially
- Will be appointment based to begin with
- Half of the room will be clinical and half social (tea, coffee etc)

Social aspect felt to be as important as clinical. I asked about transport and how demand would be controlled if the club was successful. The answers seemed to be work in progress!

2324/011 Matters requested by councillors/Clerk

None

2324/012 Planning matters

a) To consider and decide upon the following applications:

Application Ref	Address	Proposal
23/02237/FU/NE	Gill Beck 6 Castle Fields	Part single storey, part two storey rear extension Partial Objection
23/02146/FU/NE	Hillcrest Tithe Barn Lane	Alteration including new pitched roof to front replacing flat roof Neutral
23/02358/FU/N	22 Congreve Way Bar	Single storey rear extension Neutral
23/02499/FU/NE	Stone Gap Mill Lane Bardsey	Alterations including demolition of existing attached garage; two storey front extension; two storey extensions to both sides; two storey rear extension with juliet balcony and balustrade to rear; solar panels to rooftop; raised terrace area to front, both sides and rear; steps to rear Object
23/02673/FU/NE	11 Congreve Way Bardsey Leeds	Alterations including single storey side extensions Neutral
23/02686/FU/NE (Please note this was a misprint on the agenda)	14 Congreve Way Bardsey Leeds	Demolition of existing garage to side, construction of two storey side, front and rear extension, and timber porch to front; installation of stone sills to existing front elevation; new render finish to external walls. Neutral

b) To note decisions made by LCC:

i. Approvals

23/01792 1A Second Avenue

23/01187 31 Congreve Way

23/00592 White House, 17 Church Lane

23/00459 Springmead, Wetherby Road

23/00041 Old Squatter's Cottage, Rigton Green

22/08406 Briar Bank, Mill Lane

ii. Refusals

23/00529 Hooves on the Hill, Brandon Crescent iii.

Appeals

The Old Telephone Exchange, Coal Road

22/08221 Rosehurst, Margaret Avenue

2324/013 Organisational matters

a) To note the attendance register for 2022/2023 The clerk to forward the attendance register to councillors.

b) To appoint two councillors to attend the YLCA Branch Meetings

The Parish Council will use its best endeavours to send a representative to the YLCA Branch Meetings.

2223/014 To consider correspondence received and agree any necessary action None.

2223/015 To review the following policies and procedures:

a) Standing Orders

b) Financial Orders

The above Orders will be on the agenda for review at the next Parish Council meeting.

c) Asset Register

The Asset Register was reviewed. It was **agreed** to amend the purchase price of the SIDS from £1.00 to their actual purchase price which is listed as their insured value.

2324/016 To receive an update from Parish Councillors

None received

2324/017 To notify the clerk of matters for inclusion on the agenda of the next meeting

2324/018 To confirm the date of the next meeting as 21st June 2023 at 7pm



BARDSEY CUM RIGTON PARISH COUNCIL

**Schedule of Payments
May 2023**

Below is a list of payments to be approved:

Payee	Details	Amount
V Forbes	Salary - May	TBC
HMRC	PAYE & NI	TBC
Biffa Waste Disposal (DD)	Waste collection at Sports Club	£77.15
Jason Cook	Pond Noticeboard	£250.00
Society of Local Council Clerks	Membership (Split with another PC)	£118.59
NYES Digital	URL renewal (2 years)	£56.00
NEST	Pension Contribution	£22.60
Bradford Community Payroll	Quarterly Fees	£36.00
Zurich Insurance	Annual Insurance Policy	£1401.87

Financial Report

Bank Reconciliation

Prepared by: Victoria Forbes, Responsible Finance Officer

Date prepared: 16th May 2023

Balance as per bank statement at 15th May 2023

BANK STATEMENTS		
Community Account as at 15th May 2023	£71,186.63	
Business Premium Account 30094013 as at 15 th May 2023	£2538.25	
Business Premium Account 10750816 as at 15 th May 2023	£15,458.01	
Total		
Unpresented payments from 2021/2022	£10.00	
Closing balance as at 15 th May 2023		£89,172.89

CASH BOOK		
Opening balance as at 1st April 2023	£50,910.60	
Add receipts (Precept £40,729, Sign refund £250.00)	£40,979.00	
		£91,889.60
Payments to date	£2716.71	
Cash book closing balance as at 15 th May 2023		£89,172.89

Financial Update

The table below shows the Parish Councils expenditure to 31st March 2023 against the budget.

Budget Heading	2023 Budget	2023 -2024 Current expenditure
Clerk Salary	11500	1677.41
Clerks'/Cllrs' Expenses.	100	19.98
Gen. Admin.	300	6.00
Audit	500	
Subscriptions/Membership	850	608.00
Playground	1000	
Park Field	2000	
Grants	5000	
Asset Maintenance	1000	
Village Hall	1500	128.58
IT	1000	
Flower tubs	150	
Insurance	1300	
Grass Cutting	5000	
Remedial work in village	2000	
Public Rights of Way project	3000	
Information Board	500	250.00
WI FI	300	
General reserves	10000	
Earmarked reserves	15000	
Total		2689.97

Please note: The difference to the expenditure amount on the bank reconciliation is due to the VAT

Signed Date