



## BARDSEY CUM RIGTON PARISH COUNCIL

**Minutes of the Meeting of Bardsey Cum Rigton Parish Council held on**  
Wednesday 18<sup>th</sup> October 2023 at 7.00 pm in the Village Hall.

**Commenced: 7.00 pm**

**Concluded: 9.10 pm**

Present: Cllrs Stentiford (Chair), Bosomworth, Denby, Flockton, Hoyland, Jackson, Osborne, Tatman,  
Ward

Clerk: V. Forbes

### **2324/064 Introduction from the Chairman**

Cllr Stentiford opened the meeting.

### **2324/065 Public Participation**

There were no members of the public present.

### **2324/066 To receive any apologies and approve reasons for absence**

No apologies, all councillors were present.

### **2324/67 Declaration of Interest**

- a) To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests
- b) To receive, consider and decide upon any applications for dispensation

There were no declarations of interest or applications for dispensation.

### **2324/068 To confirm the minutes of the council meeting held on 27<sup>th</sup> September 2023 as a true and accurate record.**

The minutes were confirmed and signed by the Chair.

### **2324/069 Financial matters**

- a) To receive and note bank account balances at 13<sup>th</sup> October 2023  
Community Account: £60,407.80  
Business Premium ME 1: £15,531.74  
Business Premium ME 2: £2,550.36  
The bank balances were received and confirmed by Cllr Jackson
- b) To consider combining Business Premium Accounts into one account **Approved.**
- c) To approve the schedule of payments for October 2023 (Appendix 1) **Approved**
- d) To approve the bank reconciliation and budget comparison up to 13<sup>th</sup> October 2023 (Appendix 2)  
It was **agreed** to change the budget heading of 'Village Hall' to 'Waste Collection' as it is a better description.

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- e) To note the conclusion of the External Audit for the financial year ending 31<sup>st</sup> March 2023  
**Noted.**

**2324/070 To receive an update on the following ongoing issues and decide further action where necessary:**

- a) Village meeting place (KO)

Three quotes have been obtained for the meeting place. One favoured above rest as they have good references. Websites for the meeting places suggest that they come under 'Permitted Development' but it was **agreed** to verify with LCC. A Grant has been obtained which will pay half the cost.

- b) SIDS (MB)

The South Bound SID on the A58 still works intermittently – rereported to LCC

- c) Allotments (MB)

LCC have been emailed to suggest that writing to all allotment holders was the only way to communicate with all three and to suggest all parties meet at the allotment. LCC have still not replied to the email.

- d) Highways (BH)

A58 – Church Lane to Cornmill Ginnel, old railway line banking alongside footpath and main road. In order to assess the condition and safety of trees in this area a meeting was held with Martin Beaumont, Environmental Action Officer, LCC. His assessment was that the area should be inspected by LCC Forestry and an email has been sent to Forestry requesting an inspection.  
KESWICK LANE – Safer crossing from Blacksmith's Field footpath to Woodacre Lane. Following a site meeting options are being assessed.

RIGTON BANK – Narrow road signage still outstanding

BINGLEY GINNEL – Several residents have requested the height of the ginnel hedge be reduced to what is used to be which was much lower. Advice has been sought from Bob Buckenham. PROW.

BUS TIMETABLE – The X98/X99 bus timetable is changing as below. Further information can be found on Leeds Metro website.

X98 X99 Leeds • Collingham • Wetherby • Deighton Bar Sun 29 Oct 2023 Operated by Harrogate Bus Company Most journeys will be retimed by 2 – 10 minutes to improve punctuality and reliability. On weekdays and Saturdays, the 1743 from Leeds will be retimed 12 minutes later, and the 1813 from Leeds will be retimed 17 minutes later. On evenings and Sundays, alternate journeys will run as service X98 to provide a service for Collingham.

- e) Possibility of bridleway/footpath on field bordering A58 (DD)

Nothing to report.

- f) Village Pond (MB)

There seems to be a pair of adult moorhens on the pond. A letter was approved for residents neighbouring the pond outlining BPC's agreed vision for the area.

- g) PACT Meeting (DD)

A report of the recent meeting has been emailed to councillors. Included details of 2 cars being keyed on Woodacre Lane.

- h) Active Travel group (MB)

Nothing to report.

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

A58 – ISLAND CROSSING – Ward Councillor Matthew Robinson is following up with LCC the provision of a traffic island crossing by Mill Lane and Cornmill Ginnel.

- j) Tennis Club – to consider a grant award to the Tennis Club towards the cost of resurfacing the courts.

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Further information including the recent accounts, details of the number of members living in Bardsey, what funding has been raised and what further funding is required are still required before a decision can be made. Cllr Osborne suggested that becoming a charity would open up more funding opportunities and offered his assistance to the tennis club.

**2324/071 To receive an update on the following standing agenda items and agree any necessary action:**

a) Park Field (MW)

Clearing is taking place and a skip is on site, which is almost full. The skip was paid for by a grant obtained from Cllr M Robinson. The grant will be released when the paperwork is completed.

b) Playground (MW)

The recent inspection report was discussed. The cantilever spring bearings need replacing.

c) Sports Club (MB)

Although the club has a healthy bank balance at the moment, this will decrease significantly over the autumn and winter months. The underlying financial position of the club remains a concern, especially as a significant part of the positive financial balance is due to one generous donor. All sporting sections are fine currently.

The hedges, one in particular on the western side of the drive leading in to the club, obstructs drivers view as they leave. The Club have asked owners to cut their hedges back and they have trimmed them, but the problem remains. The Club Management Committee wondered whether the Parish Council would be prepared to ask them to cut them further back.

d) Bardsey Field (JJ)

Nick Dyson at Hart Law is pursuing the 10% charge on Bardsey Field. The title of the field is still not registered due to backlogs at the land registry. The request for the hedge bordering Woodacre Lane to be cut back will be considered, although EKWT hedge policy is to reduce the width but not the height of the hedge in order to be nature friendly. There is a 30 mph repeater sign in the hedge which requires changing to 20 mph in line with the new road speed. A public walkway is planned in the field beside the hedge to allow walkers to take in the view. The mid term plan is to install new gates at the various entrances. It is also planned to divide the field into 3 sections; a top field for cattle with stock proof fencing, the area which was the mill race and the flood plain. It was **agreed** to invite the undergraduate student to the November Parish Council meeting to learn more about their work.

e) Local Care Partnership Development (MB)

The meeting was well attended by various Council and primarily voluntary support groups such as WiSE, a Wetherby Councillor and Cllr Bosomworth.

Wetherby Primary Care Network consists of five practices. The Clinical Director is Dr Frances Eyre, who also chairs the Wetherby LCP. The Lead Nurse is Joanne Hans.

The Wetherby Leg Club is now well established (15 weeks) and runs from 08:30-12:30 on a Friday. Two nurses with two assistants run the club, which now has 24 members who seem to attend on a drop in basis. Coffee and refreshments are available with the help of two volunteers. The clinical side is working well, although they would like to add in podiatry, but they want to enhance the social side. WiSE can provide some funding for social activities, but the club is unattractive to their volunteers.

In addition to the leg club, Wetherby LCP would like to focus on dementia and cost of living, food and nutrition.

f) Bardsey cum Rigton Neighbourhood Plan (ES,DD,LF,MB)

It was agreed to set up a meeting in the following 2 weeks and to request information on the

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schedules which were submitted to Ian McKay.

**2324/072 To consider matters requested by councillors/Clerk and agree any necessary action:**

a) To consider the proposed amendments to the X99 bus timetable and route.

This was dealt with under item 70d

**2324/073 Planning matters**

a) To consider and decide upon the following applications:

Application Ref	Address	Proposal
23/05761/FU/NE	Oakwood Margaret Avenue	Retrospective application for construction of a retaining wall <b>Neutral</b>
23/05701/FU/NE	Stone Gap Mill Lane	Alterations including two storey side/rear extension; porch to front; balcony and balustrade to rear; solar panels rooftop <b>Object</b>
23/05890/FU/NE	8 Second Avenue	Alterations including raised ridge and chimney heights; single storey extensions to front incorporating new entrance canopy; two dormer windows to front; new rooflight to rear <b>Neutral</b>
23/05435/FU/NE	Scarcroft Golf Club Syke Lane	Erection of golf training studio <b>Neutral</b>

b) To note decisions made by LCC:

i. Approvals

23/04628 11 Congreve Way

23/02935 Moor Lodge Caravan Park, 103 Blackmore Lane

23/01588 Rowley Grange Farm, Wetherby Rd, Scarcroft

ii. Refusals

iii. Appeals

20/04754 Hill Top Farm, The Ginnel Appeal Dismissed

**2324/074 To adopt the following policies and procedures:**

a) Grant Award Policy

There is still some items requiring resolution so it was agreed to postpone until the next Parish Council Meeting.

**2324/075 To consider correspondence received and agree any necessary action**

Correspondence was received from 2 sources and was dealt with by Councillors and Clerk.

**2324/076 To receive an update from Parish Councillors**

There is a fireworks display at the Sports Club at 6 pm on 4<sup>th</sup> November 2023.

**2324/077 To notify the clerk of matters for inclusion on the agenda of the next meeting**

**2324/078 To confirm the date of the next meeting as 15<sup>th</sup> November 2023 at 7pm**

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## Appendix 2

### BARDSEY CUM RIGTON PARISH COUNCIL

#### Schedule of Payments

October 2023

Below is a list of payments to be approved:

Payee	Details	Amount
Biffa Waste Collection	Monthly charge (DD)	77.15
GGs Groundcare Ltd	Remove fallen tree, install benches	264.00
I.P.I	Playground Inspection	114.00
PKF Littlejohn	External Audit	378.00
BT	Wi-fi	52.98
V Forbes	Salary	TBC
HMRC	Tax and NI	TBC
NEST	Pension Contribution (DD)	TBC

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## Appendix 2

### Financial Report

#### Bank Reconciliation

Prepared by: Victoria Forbes, Responsible Finance Officer

Date prepared: 17th Oct 2023

Balance as per bank statement at 13th Oct 2023

BANK STATEMENTS		
Community Account as at 13 <sup>th</sup> Oct 2023	£60,407.80	
Business Premium Account 30094013 as at 13 <sup>th</sup> Oct 2023	£2,550.36	
Business Premium Account 10750816 as at 13 <sup>th</sup> Oct 2023	£15,531.74	
Total		£78,489.90
Unpresented payments from 2021/2022	£10.00	
Closing balance as at 13 <sup>th</sup> Oct 2023		<b>£78,479.90</b>
CASH BOOK		
Opening balance as at 1st April 2023	£50,910.60	
Add receipts (Precept £40,729, Sign refund £250.00, LCC MICE Grant £1,500, Interest £85.84, Rent £525.00 VAT £1320.78)	£44,410.62	
		£95,321.22
Payments to date	£16,841.32	
Cash book closing balance as at 26 <sup>th</sup> Sept 2023		<b>£78,479.90</b>

#### Financial Update

The table below shows the Parish Councils expenditure to 13<sup>th</sup> October 2023 against the budget.

Budget Heading	2023-2024 Budget	2023 -2024 Current expenditure
Clerk Salary	11500	5976.01
Clerks'/Cllrs' Expenses.	100	86.65
Gen. Admin.	300	129.00
Audit	500	189.00
Subscriptions/Membership	850	726.59
Playground	1000	
Park Field	2000	864.00
Grants	5000	
Asset Maintenance	1000	60.00
Waste Collection	1500	708.14
IT	1000	796.35
Flower tubs	150	50.45
Insurance	1300	1401.87
Grass Cutting	5000	1875.00

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Remedial work in village	2000	1800.00
Coronation	133.81	133.81
Public Rights of Way project	3000	
Information Board	500	250.00
WI FI	300	52.44
General reserves	10000	
Earmarked reserves	15000	
<b>Total</b>		<b>£15,099,31</b>

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

Chairman's Signature: \_\_\_\_\_ Date: \_\_\_\_\_