



BARDSEY CUM RIGTON PARISH COUNCIL

Minutes of the Meeting of Bardsey Cum Rigton Parish Council held on
Wednesday 15th November 2023 at 7.00 pm in the Village Hall.

Commenced: 7.00 pm

Concluded: 9.15 pm

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

Clerk: V. Forbes

2324/079 Introduction from the Chairman

Cllr Stentiford opened the meeting and welcomed Eve Billington an undergraduate from the University of Leeds.

2324/080 Public Participation

Eve Billington, a third-year student at the University of Leeds, pursuing a degree in Sustainability and Environmental Management attended the meeting to give a presentation on the work she is undertaking for East Keswick Wildlife Trust towards a future management plan for Bardsey Field. Eve is conducting a survey with members of EKWT and residents of Bardsey to gauge thoughts and ideas. The results of this survey will feed into the EKWT management plan. To access this survey please follow the link: <https://tinyurl.com/BardseySurvey>

2324/081 To receive any apologies and approve reasons for absence

No apologies, all councillors were present.

2324/82 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.

2324/083 To confirm the minutes of the council meeting held on 18th October 2023 as a true and accurate record.

The minutes were confirmed and signed by the Chair.

2324/084 Financial matters

- a) To receive and note bank account balances at 9th November 2023
Community Account: £58,657.43
Business Premium ME 1: £18,082.10

Chairman's Signature: _____ Date: _____

Business Premium ME 2: £0.0 **These were noted**

- b) To approve the schedule of payments for November 2023 (Appendix 1) **Approved**
- c) To approve the bank reconciliation and budget comparison up to 9th November 2023 (Appendix 2) **Approved**
- d) To approve the NJC pay award 2023/24 for the Clerk's Salary **Approved**
- e) To consider the budget proposal for 2024-2025 (Appendix 3) **To be resolved at the December meeting.**
- f) To discuss and consider the precept for 2024-2025 **To be resolved at the December meeting.**

2324/085 To receive an update on the following ongoing issues and decide further action where necessary:

a) Village meeting place (KO)

The planning application has been resubmitted with a new drawing to correct the original drawing which was not accepted. Awaiting a Legal Development Certificate.

b) SIDS (MB)

Direction of Travel	Start Date	Start Time	End Date	End Time	Number Vehicles	Percent >30mph	85 th Centile	Max. Speed
North								
South	13/11/2023	14:00	14/11/2023	14:00	367	44.03	34	51
West	08/09/2023	13:00	14/11/2023	15:00	45,857	17.51	31	75
East	20/09/2023	09:00	14/11/2023	14:00	51,337	36.12	34	73

Southbound (A58) SID – data is incomplete. None before 13/11/2023 and none between 13/11/2023 18:00 and 14/11/2023 10:00. The Northbound SID is not functioning. Since the meeting, these have been reported to LCC by the clerk.

c) Allotments (MB)

No response to recent email to LCC suggesting writing to the allotment holders was the only way to communicate with all three of them, and to suggest that all parties meet at the allotments. Clerk to follow up.

d) Highways (BH)

A58 Traffic Island. The latest feedback is, 'officers are looking to take this forward, noted the positive response from Parish Council and Ward Cllrs to taking action, and are making checks and asking how quick this can be done and in place'.

Church Lane-Cornmill Ginnel - unstable growth by the railway banking area – after reporting to LCC Climate, Energy and Green Spaces (originally known as Forestry) advised this has been logged for inspection – ref 9006452 but have been unable to obtain an update prior to meeting.

In the area on the A58 between the bus shelter and Church Lane it was reported that a tree had fallen damaging a bus and causing issues on the carriageway. On inspection the fallen tree had been cutback. This has been reported to Climate, Energy etc with a request to assess this area as other trees look vulnerable to collapsing.

Also on the A58 the defective lighting in the bus shelter by Grange Close has been reported several times but at present still not fixed and will be reported again. The overgrown vegetation obstructing the footpath before the Collingham building site has also been reported to LCC.

KESWICK LANE – After a request from Bardsey School parents for a safer crossing on Keswick Lane, the feedback is 'following the site meeting on Keswick Lane officers are looking to draw up plans as well as putting in lining, signage and potentially some rumble strips. There is a view from some officers that some form of chicane will be better to slow vehicles and provide a crossing. This is reliant on funding and legals'

Chairman's Signature: _____ Date: _____

BINGLEY GINNEL (Footpath 14) – advice was sought from PROW with regard to the height of the hedge along the ginnel with the following response ‘The owners of hedges next to highways (public rights of way) must keep their hedges back from encroaching of the right of way but the PROW Section does not have the power to easily intervene regarding the height of a hedge. It was resolved to request the land owners to reduce the height of their hedges and to check the Neighbourhood Plan to ascertain if this is a ‘cherished view’.

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

Nothing to report.

f) Village Pond (MB)

A pair of moor hens are living on the pond. A letter is to be sent to residents living close to the pond to thank them for looking after a section of Parish Council land.

g) PACT Meeting (DD)

Nothing to report.

h) Active Travel group (MB)

Nothing to report.

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

The was dealt with in item 2324/085(d)

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

It was agreed at a previous meeting to grant £1000 towards the resurfacing of the tennis courts. It was further agreed to review the situation in February and consider further funding depending on the fund raising efforts of the tennis club.

2324/086 To receive an update on the following standing agenda items and agree any necessary action:

a) Park Field (MW)

Two trees have come down recently. One has been removed but the other is still lying over the beck. The fallen branches that hung into a nearby resident’s garden have been removed. ES to contact the Environment Agency for advice for the tree over the beck. Two skips have recently been supplied, one funded by LCC, the other by BPC.

b) Playground (MW)

Nothing to report.

c) Sports Club (MB)

The overall financial position of the club remains challenging. As previously reported, a Business Planning Group has been established and has conducted a SWOT analysis. Priority actions have been identified.

Despite the weather, the firework display was a success, with largely positive feedback from those who were there.

I reported at the last PC meeting that 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 requested the Parish Council to ask for the hedges to be cut further back.

The Parish Council bins are located in the Sports Club car park. BPC supported the proposal to cut back the banking next to the playground and relocate the bins there. MB will put this proposal to the Sports Club committee and report back at the next meeting.

d) Bardsey Field (JJ)

Chairman’s Signature: _____ Date: _____

Notices have been placed on all the gates requesting members of the public not to enter the field at present due to safety issues. The application for the National Flood Management Grant has been submitted. Membership of EKWT is £10 concession, £15 individual and £20 for a family.

e) Local Care Partnership Development (MB)

Nothing to report.

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

Cllr Stephenson is arranging a meeting with the planning department for February. ES to circulate minutes of the recent meeting

2324/087 To consider matters requested by councillors/Clerk and agree any necessary action:

None.

2324/088 Planning matters

No new applications this month.

To note decisions made by LCC:

i. Approvals

23/04969 1 Tythe Barn Lane

23/05219 Rosehurst, Margaret Avenue

23/05383 Rock Dene, Rigton Bank

23/05406 10 Castle Grove

ii. Refusals

23/05125 5 Second Avenue

iii. Appeals

The Old telephone exchange, Coal Road – Site not yet reinstated. Enforcement informed.

22/08221 Rosehurst, Margaret Avenue – No requirement to move structure due to subsequent application being approved.

23/00529 Hooves on the Hill, Brandon Crescent – Awaiting decision.

2324/089 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.

2324/090 To consider correspondence received and agree any necessary action

None received.

2324/091 To receive an update from Parish Councillors

Invoices received for planning application and planting.

2324/092 To notify the clerk of matters for inclusion on the agenda of the next meeting

The location of the bins at the Sports Club car park.

2324/078 To confirm the date of the next meeting as 20th December 2023 at 7pm

This was confirmed.

Chairman's Signature: _____ Date: _____

Appendix 1

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

Chairman's Signature: _____ Date: _____

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 th Oct 2023	£60,407.80	
Business Premium Account 30094013 as at 13 th Oct 2023	£2,550.36	
Business Premium Account 10750816 as at 13 th Oct 2023	£15,531.74	
Total		£78,489.90
Unpresented payments from 2021/2022	£10.00	
Closing balance as at 13 th Oct 2023		£78,479.90
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 th Sept 2023		£78,479.90

Financial Update

The table below shows the Parish Councils expenditure to 13th 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

Chairman's Signature: _____ Date: _____

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	
Total		£15,099,31

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

Chairman's Signature: _____ Date: _____