



BARDSEY CUM RIGTON PARISH COUNCIL

Minutes of the Parish Meeting held on Wednesday 17th July 2024 at 7pm in the Village Hall.

Commenced: 7.00 pm

Concluded: 8.55 pm

Present: Cllrs Stentiford, Bosomworth, Denby, Flockton, Hoyland, Jackson, Tatman, Ward

Clerk: Mrs VA Forbes

2425/33 Introduction from the Chairman

Cllr Stentiford welcomed all to the meeting.

2425/34 Public Participation

No members of the public attended.

2425/35 To receive any apologies and approve reasons for absence

Apologies were received by Cllr Osborne and reasons were approved.

2425/36 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

Cllrs Flockton and Tatman declared an interest in planning application 24/03782/FU/NE as they are acquainted with the resident at the bordering property.

b) To receive, consider and decide upon any applications for dispensation

None received.

2425/37 To confirm the minutes of the full council meeting held on 19th June 2024 as a true and accurate record.

Resolved to approve the minutes of the meeting held on 19th June 2024 as a true and accurate record.

2425/38 Financial matters

a) To receive and note bank account balances at 12th July 2024

Community Account: £71,068.29

Business Premium ME 1: £18,281.03

The bank account balances were received and statements signed by Councillor Flockton.

b) To approve the Schedule of Payments for July 2024 (Appendix 1) **Approved.**

c) To approve the bank reconciliation and budget comparison up to 12th July 2024 (Appendix 2) **Approved.**

d) To receive an update on the review of the annual rent for the Sports Club and Bowling Club as per their lease agreement. (DD) **Cllr Stentiford has sent an email to the Bowling Club Chairman to notify the rent increase.**

2425/39 To receive an update on the following ongoing issues and decide further action where necessary:

a) Village meeting place (KO)

It was resolved to change the heading to 'Relocation of the Tennis Table'. No update from GGS Groundcare regarding the block paving for the Tennis Table. Cllr Osborne to pursue.

b) SIDS (MB)

It was resolved to request LCC to replace the battery in the faulty southbound SID.

Direction of Travel	Start Date	Start Time	End Date	End Time	Number Vehicles	Percent >30mph	85 th Centile	Max. Speed
North	04/04/2024	19:00	16/07/2024	11:00	50,152	22.14	32	80
South	17/07/2024	Bluetooth	Connected	but	PIN not	accepted		
West	13/05/2024	09:00	16/07/2024	12:00	45,498	16.24	31	71
East	23/05/2024	16:00	16/07/2024	11:00	50,973	34.21	34	77

c) Allotments (MB)

It was resolved for the clerk to inform LCC about the overgrown state of the allotments.

d) Highways (BH)

Cllr Hoyland submitted a report to the PC prior to the meeting which included the following:

- A58 – Pedestrian crossing by Cornmill Ginnel – awaiting update from Cllr Robinson with regard to what is possible and costings after further assessment by LCC Highways.
- Cornmill Ginnel-Church Lane - Cutting or felling trees etc that overhang or are a danger to road or footpaths are covered under the Highways Act 1980, Section 154 (from Bradford CC website) and particularly with regard to recent incidents will be pursuing further under this legislation.
- BARDSEY CUM RIGTON SIGN – still no feedback with regard to this.
- CONGREVE WAY – damage to footpath. I have been advised all footpaths on the Congreves are being resurfaced. If this is not the case I will further follow up.
- KESWICK LANE – ‘safer crossing’ - LCC have submitted a proposal for BPC to assess and decide if to go ahead. This was agreed. Clerk to inform LCC.
- WOODACRE LANE – drain and potholes to be reported
- BLACKSMITH’S FIELD – Cllr Stentiford to request landowner cuts hedge back at the Keswick Lane crossing end.
- Estate Agent Signs – Cllr Stentiford to request removal from area not within the selling property curtilage.
- BARDSEY GINNEL – Clerk to request GGS Groundcare cut back overgrown bushes to maintain clear passages.

e) Village Pond (MB)

The pond is covered in water lilies. One adult moorhen seen. The outlet is running, but could do with clearing.

f) PACT Meeting (DD)

Item to be removed from the agenda. Notes from the meetings are circulated to councillors.

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

Road crossings on the A58 in Collingham to be measured by councillors.

h) Telephone Kiosk (MW)

Councillor Flockton has received a basic quote for work. It was agreed to instruct the interested party to proceed with the work required.

2425/40 To receive an update on the following standing agenda items and agree any necessary action:

a) Park Field (MW)

Contract for essential tree works has been given to Bartletts. Additional tree work behind the Sports Club to be discussed at a meeting on Friday 19th July.

b) Playground (MW)

Nothing to report.

c) Sports Club (MB) – including an update on BPC bins.

It was resolved in principle to share the bins with the Sports Club. The overall costs will be less for BPC and it will also include a recycling facility. An agreed enclosure for the bins is required.

d) Bardsey Field (JJ)

Fence posts have been installed inside the hedge on Woodacre Lane covering the length of the field from the school to the old gate. Stock proof wire fencing with a top string of barbed wire to be installed.

e) Local Care Partnership Development (MB)

Nothing to report.

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

Cllr Stentiford to arrange a meeting to continue the review.

2425/41 Planning matters

a) To consider and decide upon the following applications:

Application Ref	Address	Proposal
24/03161/FU/NE	Lea Royd 74 Blackmoor Lane	Conversion of garage to habitable room, incorporating raised decking with balustrade, steps to rear and single storey extension to front. Neutral
24/03359/FU/NE	3 Second Avenue	Part demolition of existing rear single storey extension and balcony; single storey infill/ rear extension. Neutral
24/01679/FU	Holm Lea, Woodacre Crescent	Erection of a part two storey part single storey front and side extension, a first floor side extension, side and rear extensions at first floor level including a Juliet balcony and associated roof alterations including removal of side and rear dormers, insertion of front and rear rooflights, conversion of part of garage to habitable rooms, fenestration alterations to front and rear elevations, alterations to rear retaining wall ,and extension to rear patio area. Neutral
24/03651/FU/NE	21 Congreve Way	Part two storey part first floor side extension; two storey infill extension to rear; garage conversion to habitable room space; garage door/front door replaced with glass doors and replacing small window to first floor front with larger window. Neutral
24/03782/FU/NE	Southdene, 23 Church Lane	Demolition of lean-to extension and replacement part single storey, part two storey rear extension. Object

b) To note decisions made by LCC:

- i. Approvals
24/02201 – Rigton Valley Cottage
- ii. Refusals
- iii. Appeals
23/04550 – Land off Woodacre Lane, west of primary school. Appeal dismissed
- iv. Enforcements

2425/042 To review/adopt the following policies and procedures:

- a) Financial Regulations
- b) Risk Assessment

The clerk was due to attend a YLCA training day the day following the meeting where both these items are to be discussed. It was resolved to delay reviewing the above until the September meeting.

2425/043 Matters requested by Councillors/Clerk:

- a) To review the grass cutting across the village. (JJ)
Councillor Jackson directed the meeting to a website for Continental Landscapes. Continental Landscapes are the grass cutting contractor for LCC. A map on the website identifies the areas in the village they are responsible for the grass cutting. Cllr Jackson asked councillors to feedback on any areas in the village not being maintained.
- b) To consider transferring BPC website to www.bardseyparishcouncil.gov.uk domain and the maintenance of the village website. (VF)
Cllr Osborne circulated a quote prior to the meeting for the splitting of the village website and the parish council website. To be added to the agenda for the September meeting.
- c) To consider and decide on the recent quote to paint the bridge crossing on Blacksmith's Field. (GT)
After inspecting the bridge and undertaking some cleaning work, Cllr Tatman reported that the bridge paintwork was still in good repair and not in need of new paintwork at this point.

2425/044 To consider correspondence received and agree any necessary action

Correspondence was received from a resident on Rigton Green. There have been several flooding incidents on his property that have not been resolved. There is also an issue regarding a lack of speed signs on entering Rigton Green from Compton Lane that has been reported to LCC and has yet to be actioned. It was resolved that the clerk would request an update from Cllr Robinson.

2425/045 To receive an update from Parish Councillors

None received.

2425/046 To notify the clerk of matters for inclusion on the agenda of the next meeting

Village grass cutting.

2425/047 To confirm the date of the Annual Council Meeting on 18th September 2024 at 7.00 pm in Bardsey Village Hall.

The date and time of the next meeting was confirmed as 18th September 2024 at 7.00 pm in Bardsey Village Hall.



BARDSEY CUM RIGTON PARISH COUNCIL

Appendix 1

Schedule of Payments

July 2024

Below is a list of payments to be approved:

Payee	Details	Amount
BK Growers	Shrubs for Village tubs	80.64
Zen	Broadband Village Hall	42.00
Biffa Waste Collection	Monthly Charge (DD)	81.00
Bradford Community Payroll	Payroll Administration	75.60
Cllr K Osborne	Wifi Booster	19.90+postage
V Forbes	Salary	TBC
HMRC	Tax and NI	TBC
NEST	Pension (DD)	TBC

Appendix 2

Financial Report

Bank Reconciliation

Prepared by: Victoria Forbes, Responsible Finance Officer

Date prepared: 15th July 2024

Balance as per bank statements at 12th July 2024

BANK STATEMENTS		
Community Account as at 12th July 2024	£71,068.29	
Business Premium Account as at 12 th July 2024	£18,281.03	
Total		£89,349.32
Closing balance as at 12 th July 2024		£89,349.32
CASH BOOK		
Opening balance as at 1st April 2024	£62,830.82	
Add receipts (Precept £42,400, Grants £4,350.50, Rent £525.00, unpresented cheque £10.00, Interest £68.11)	£47,353.61	
		£110,184.43
Payments to date	£20,835.11	
Cash book closing balance as at 12 th July 2024		£89,349.32

Financial Update

The table below shows the Parish Councils expenditure to 12th July 2024 against the budget.

Budget Heading	2024-2025 Budget	2024 -2025 Current expenditure
Clerk Salary	12,500	3840.36
Clerks'/Cllrs' Expenses.	200	17.66
Gen. Admin.	300	36.00
Audit	550	180.00
Subscriptions/Membership	900	762.10
Playground	2000	243.00
Park Field	2000	520.00
Grants	5000	
Asset Maintenance	1000	54.00
Waste Collection	1600	384.45
IT	1000	225.00
Flower tubs	220	
Insurance	1550	1496.75
Grass Cutting	1300	450.00
Grounds Maintenance	5400	2775.00

Remedial work in village	2000	
Public Rights of Way project	3000	
WI FI	600	226.75
Village Meeting Place	5000	7195.00
Chair's Allowance	100	
Training	250	
Earmarked Reserves	13,500	
General Reserves	30,000	
Total		£18,412.07

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