



BARDSEY CUM RIGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 23rd October 2024 at 7pm in **Callister Hall**.

Commenced: 7.00 pm

Concluded: 8.54 pm

**Present: Cllrs Stentiford, Bosomworth, Denby, Flockton, Hoyland, Jackson, Osborne, Tatman, Ward
One member of the public.**

Clerk: Mrs VA Forbes

2425/063 Introduction from the Chairman

Cllr Stentiford welcomed Cllrs and the member of the public to the meeting.

2425/064 Public Participation

The member of the public wished to discuss agenda items 2425/069(c) and 2425/069(f). The Chairman agreed to bring these items forward for discussion. They are reported under their item.

2425/065 To receive any apologies and approve reasons for absence

No apologies, all councillors present.

2425/066 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
- b) To receive, consider and decide upon any applications for dispensation

There were no declarations of interests.

2425/067 To confirm the minutes of the full council meeting held on 18th September 2024 as a true and accurate record

Cllr Jackson proposed amendments to items **2425/058(a)** ('rough grass' amended to 'rough amenity grass') and **2425/59(a)** ('on behalf of BPC' changed to 'on behalf of EKWT') These were accepted and the minutes updated.

2425/068 Financial matters

- a) To receive and note bank account balances at 18th October 2024
Community Account: £66,692.67
Business Premium ME 1: £18,349.40
The bank account balances were received and bank statements confirmed and signed by Cllr Jackson.
- b) To approve the schedule of payments for October 2024 (Appendix 1) **Approved.**
Cllr Bosomworth gave thanks on behalf of the Sports Club for the recently completed BPC tree works in Parks Field.
- c) To approve the bank reconciliation and budget comparison up to 18th October 2024 (Appendix 2) **Approved.**

2425/069 To receive an update on the following ongoing issues and decide further action where necessary:

- a) Relocation of the Playground Tennis Table (KO)
The base for the table is to be completed in November by GGS Groundcare. After which the tennis table can be relocated.
- b) SIDS (MB)

The data from the South Bound A58 SID still appears to be faulty. Clerk to confirm with LCC regarding the battery replacement. A new maximum speed (87mph) on North Bound SID Saturday 21/09 between 22.00 and 23.00.

Direction of Travel	Start Date	Start Time	End Date	End Time	Number Vehicles	Percent >30mph	85 th Centile	Max. Speed
North	18/09/2024	16:00	22/10/2024	13:00	39,096	22.37	32	87
South	27/08/2024	18:00	22/10/2024	13:00	15,846	40.14	34	66
West	18/09/2024	16:00	22/10/2024	13:00	23,133	14.56	30	65
East	19/09/2024	16:00	22/10/2024	13:00	30,528	33.51	33	71

c) Allotments (MB)

Recent correspondence from LCC has not clarified the situation regarding which plots are leased and if any action will be taken by LCC regarding the current overgrown state of the allotments. The clerk will continue to pursue.

d) Highways (BH)

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

A58 – ‘For Sale’ sign. Due to the requirement that ‘For Sale’ signs are to be within the curtilage of the property, a sign by First/Second Avenue will be followed up with the Estate Agent.

KESWICK LANE – ‘Safe Crossing’. LCC Highways advised work has been contracted out and awaiting a completion date. BPC will continue to follow up.

TITHE BARN LANE – FOOTPATH 18 - A local resident brought to Cllr Denby’s attention concerns about part of the public rights of way footpath being covered over and the removal of a mature tree possibly without consent.

Advice has been sought from LCC Public Rights of Way.

BINGLEY GINNEL – for some time there has been concerns with regard to the narrowing of the ginnel footpath which no longer allows 2 people to easily pass. Land owners along the footpath have arranged for work to be done on their respective hedges and we have been advised should be carried out shortly. After this work has been done an assessment and meeting will be held with our ginnel maintenance contractor GGS with regard to finalising what further work needs to be carried out with regard to both the hedge and footpath.

e) Village Pond (MB)

Two adult moorhens have been noted. The outlet requires clearing and also some of the lilies need clearing. It was agreed that Cllr Bosomworth would ask GGS Groundcare to do both tasks.

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

A site meeting was arranged by Ward Cllr Robinson on 18th October. Cllr Robinson, Nick Hunt from LCC Highways, BPC Cllrs, Osborne, Tatman, Hoyland and the clerk, Vicki Forbes attended. Due to the road not being wide enough for an island crossing to allow access to ‘wide vehicles’, a zebra crossing is now proposed. This would require approximately 5 street lights of a type suitable for a ‘dark village’ with the beam not interfering with nearby residents. Feasibility and costings are being sought from Yorkshire Electricity

At the time of the meeting local residents have voiced both for and against the idea of a road crossing. A local resident is against on the grounds of visual intrusion to local houses and gardens, street furniture, noise, pollution from braking cars, lack of necessity and money could be better spent on speed cameras etc.

A58 - Island Crossing - At the meeting Cllr Robinson and Nick Hunt also proposed an island crossing on the A58 near the Wood Lane bus shelter which would be installed at the same time as the zebra crossing.

It was proposed funding for both projects could come from Harewood Ward, LCC Highways and BPC and if agreed by December, there is a strong possibility that it could be instated near the beginning of the 24/25 financial year.

Cllr Robinson offered to attend the November meeting to discuss the proposals further.

g) Telephone Kiosk (LF)

Nothing to report.

h) Website (KO)

Dates for a training demonstration to Councillors are to be circulate shortly.

i) Bardsey Ginnel (GT, MW)

Waiting for hedges to be cut back by land user. Once the hedge height has been reduced, GGS Groundcare are able to complete further cutbacks to overgrowth.

2425/070 To receive an update on the following standing agenda items and agree any necessary action:

a) Park Field (MW)

Recent tree works have been completed. The far steps are scheduled for repair in the next couple of weeks.

- b) Playground (MW)
Nothing to report.
- c) Sports Club (MB) – including an update on BPC bins and proposed bin store.
Finances are healthy due to recent successful events. The fireworks evening is sold out. Future events include Nelly’s Numbers on 29th November and a Carols Event on 6th December. GGS Groundcare will erect a bin enclosure during November.
- d) Bardsey Field (JJ)
Cllr Jackson sent an update to all councillors prior to the meeting. The main points were as follows:
A grant will allow work to create natural flood management in the field. This involves the management of underground pipes that carry the surface water runoff from Bardsey School to the beck.
Work will also be undertake to ‘gap up’ hedges and also create new hedges to help slow the flow of water. Yorkshire Water will be relining sewage pipes in the field.
Trees and saplings will be planted sometime in November
Fence posts will be completed and then cattle will be brought for grazing.
Footpaths will be created when the field is safe. EKWT ask the public to not to enter the site until hazards are removed. It is hoped that public entry to the top field can begin around Easter 2025.
A recent event studying mammals habiting the fields was successful.
A drone study of the fields is planned.
No decision has been made on the naming of the reserve.
- e) Local Care Partnership Development (MB)
The clerk circulates the minutes etc to all councillors.
- f) Bardsey cum Rigton Neighbourhood Plan (ES,DD,LF,MB)
The Clerk to contact Ryan Stephenson for his availability to attend a meeting.

2425/071 Planning matters

- a) To consider and decide upon the following applications:

Application Reference	Address	Proposal
24/05525/FU/NE	37 Keswick Lane	Replacement of porch to the front; Single storey rear extension; Loft conversion and dormer window to the rear. Rooflights to the front and bifold doors to the rear. Neutral
24/05404/FU/NE	Greenacre House, 101 Blackmoor Lane	Demolition of existing dwelling and erection of replacement dwelling; associated landscaping. Object
24/05602/FU/NE	3 The Drive	Single storey side extension; part single storey part two storey rear extension; raised terrace to rear, with new boundary wall; demolition of existing garage/store, shed and rear extension; new shed to rear. Neutral
24/05786/FU/NE	Southdene, 23 Church Lane	Single storey rear extension, with feature glazing; demolition of existing sunroom Neutral
24/05924/FU/NE	Cashna Green, 20 Church Lane	Demolition of existing single storey element to the rear; replacement with single storey rear extension and steps; replacement of entrance door with new door to front Neutral

- b) To note decisions made by LCC:

- i. Approvals
 - 24/04514 Barkers End, Wetherby Rd 24/09/24
 - 24/04750 Fairlawns, 7 Church Lane 16/10/24
 - 24/04366 11 Congreve Way 07/10/24
 - 24/03782 Southdene, 23 Church Lane 24/09/24
 - 24/01699 3 Congreve Way 11/10/24
- ii. Refusals
- iii. Appeals
- iv. Enforcements

2425/072 To review/adopt the following policies and procedures:

a) Risk Assessment

To be further reviewed by Councillors. The new Financial Regulations from NALC was mentioned by the clerk. It was agreed to send the draft copy to Cllrs Bosomworth and Stentiford for review.

2425/073 Matters requested by Councillors/Clerk:

a) To move all BPC councillors email accounts to two stage authorisation at login. (KO)

All councillors are now on two stage authorisation at login.

b) To consider the quote from Barnes Associates for a tree inspection at Willan's Wood.

It was agreed to ask for a new quote from Barnes Associates to cover all the BPC land holdings.

2425/074 To consider correspondence received and agree any necessary action

Correspondence was dealt with during its relative agenda item.

2425/075 To receive an update from Parish Councillors

Cllr Bosomworth informed the meeting via his update that the tennis club lease is still waiting for registration at the land registry.

2425/076 To notify the clerk of matters for inclusion on the agenda of the next meeting

None received.

2425/077 To confirm the date of the next Parish Council Meeting on 20th November 2024 at 7.00 pm in Bardsey Village Hall.

The date and time of the next meeting were confirmed.



BARDSEY CUM RIGTON PARISH COUNCIL

Appendix 1

Schedule of Payments October 2024

Below is a list of payments to be approved:

Payee	Details	Amount
Zen Internet Ltd	Broadband Village Hall	42.00
GGs Groundcare Ltd	Remove A58 fallen tree debris from footpath	78.00
F A Bartlett	Tree works east of the playground	1518.00
F A Bartlett	Tree works left side of the playground	1584.00
Bradford Community	Payroll services	43.20
NEST	Pension	27.15
VA Forbes	Salary	898.16
HMRC	PAYE & NI	40.88

Appendix 2

Financial Report

Bank Reconciliation

Prepared by: Victoria Forbes, Responsible Finance Officer

Date prepared: 21st October 2024

Balance as per bank statements at 18th October 2024

BANK STATEMENTS		
Community Account as at 18 th October 2024	£66,692.67	
Business Premium Account as at 18 th October 2024	£18,349.40	
Total		£85,042.07
Closing balance as at 18 th October 2024		£85,042.07
CASH BOOK		
Opening balance as at 1st April 2024	£62,830.82	
Add receipts (Precept £42,400, Grants £4,350.50, Rent £605.00, unrepresented cheque £10.00, Interest £136.48, VAT Refund £2,409.29)	£49,911.27	
		£112,742.09
Payments to date	£27,700.02	
Cash book closing balance as at 18 th October 2024		£85,042.07

Financial Update

The table below shows the Parish Councils expenditure to 18th October 2024 against the budget.

Budget Heading	2024-2025 Budget	2024-2025 Current expenditure
Clerk Salary	12,500	6738.93
Clerks'/Cllrs' Expenses.	200	17.66
Gen. Admin.	300	99.00
Audit	550	390.00
Subscriptions/Membership	900	762.10
Playground	2000	243.00
Park Field	2000	520.00
Grants	5000	
Asset Maintenance	1000	434.06
Waste Collection	1600	775.32
IT	1000	244.99
Flower tubs	220	67.20
Insurance	1550	1496.75
Grass Cutting	1300	975.00
Grounds Maintenance	5400	4200.00
Remedial work in village	2000	
Public Rights of Way project	3000	
WI FI	600	391.75
Village Meeting Place	5000	7195.00
Chair's Allowance	100	
Training	250	
Earmarked Reserves	13,500	
General Reserves	30,000	
Total		£24,549.73

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