

**MINUTES of the PARISH COUNCIL MEETING**

held on Monday 1 June 2015 at 7.30 p.m. at Scholes Methodist Hall

<b>PRESENT :</b>	Councillor	Claire Hassell (Chairman)	
	Councillors	Amanda Munro	Matthew Willey
		Glyn Davies	Neil Beaumont
		Karen Dales	Paul Remmer
		Matt Baker	Stella Walsh

**In attendance:** Eleven Scholes residents, PCSO Geoff Nottingham (part) and the Clerk

**1 APOLOGIES:** Cllrs. David Leeming, Geoff Yapp, Tom Crosfill and Ron Miller (Wetherby News)

**2 DECLARATIONS OF PECUNIARY INTEREST:** None

**3 MINUTES OF PREVIOUS MEETING**

It was **resolved** that the minutes of the **ANNUAL MEETING OF THE PARISH COUNCIL (1/2015)** held on 11 May 2015 (360-364) having been circulated, be approved and signed. The draft minutes of the Annual Parish meeting have been circulated for consideration of any issues raised.

**4 MATTERS ARISING**

The concrete standing at the **Allotments** has now been completed.

The review of **Risk Assessments** is ongoing, Cllr. Davies has carried out inspections of our assets in Barwick - in – Elmet and a similar inspection for Scholes is to be done. The benches will be inspected once the brass number tags arrive (the supplier will deliver these on receipt of payment). A risk assessment for the defibrillator has been done.

The **Scholes Lodge Farm** committee will have its first meeting on the 17<sup>th</sup> June. Several visits were made by the mole catcher to deal with the problem. Since then, more moles have appeared so he will be called out again. Spraying of the dock by boom has been done and knapsack spraying will be done this week, further action to control the dock will take place in September.

There was a query regarding the fencing left by the farmer Alan Crabtree who was allowed to graze sheep in the field last year. The clerk will write to him advising him that if he wishes to keep it, he has seven days to collect it otherwise we will deal with it ourselves.

The farmer who cuts our grass was at the meeting and gave advice about wild flower meadows (i.e. the type of grass on the field grows quickly and will choke and wild flower seedlings, it would need to be killed off and replaced with a slower growing grass, even then, regular maintenance would be needed to prevent the other grass from encroaching). The grass has just been cut (resulting in at least one resident e-mailing the Parish Council to compliment the farmer's quality of cut). The current programme is for four cuts a year, an initial big cut costing £200 followed by three repeat cuts at £100 each. It was **resolved** to increase this to five cuts a year, proposed Cllr. Baker and seconded Cllr. Remmer, all were in favour.

There was also a query about the cutting of the grass verge along Leeds Road – this is not Parish Council land and is cut by Leeds City Council's contractor.

## 5 CRIME REPORT

Once again, there have been a higher number of reported crimes than usual. Three of these were unattended items, two in people's front gardens, i.e. a lawn mower (Gascoigne Court, 7<sup>th</sup> May) and a tool box (saw taken, Potterton Lane, 26<sup>th</sup> May). In the latter case the saw was later recovered. The other theft of an unattended item was when someone's 'phone was stolen from a shop on Station Road. There were a couple of thefts relating to washing lines. Clothes were taken (Carrfield Road, 15<sup>th</sup> May) and a clothes prop (Lyndhurst Crescent, 25<sup>th</sup> May). In the former case it turned out to be the good intentions of the next door neighbour who collected the clothes after it started raining. The clothes prop was recovered at another address where it appeared to have been used there as an aid to force entry. There were two thefts from vehicles in May, Rakehill Road on the 8<sup>th</sup> and Potterton Lane on the 28<sup>th</sup>. Two of the reported crimes in May involved drugs at addresses in Barwick - in - Elmet; a parcel containing cannabis delivered to an address on Main Street on the 21<sup>st</sup> and the discovery of a cannabis farm on Leeds Road on the 12<sup>th</sup>. There were also three crimes involving bicycles, on the 9<sup>th</sup> a bicycle was taken from a garage on Nook Road and on the 7<sup>th</sup> a cycle pannier bag was taken from a property on Chapel Lane – this was then abandoned in the garden. On the 19<sup>th</sup> two tricycles were stolen from the school in Scholes, these were left on the nearby playing field, There was forced entry to two sheds in this incident, the suspects were caught on camera. There was a case of criminal damage on the 15<sup>th</sup> when a verbal altercation in the doorway of the Black Swan public house led to the door hinges being damaged – the suspects left before they could be identified. There were two burglaries on the 5<sup>th</sup>, an attempt was made to break into a property on Rakehill Road which was fitted with the Euro Profile lock (recommended by the Police), the suspects were unable to snap the lock. The same day suspects gained access to a property on The Avenue using a wheelie bin to access a window through which they gained access to the property – they left empty handed after being disturbed by the occupants. A similar incident took place on the 24<sup>th</sup> on The Approach, access to the property again being made through an unsecured window and again the suspects fled after being disturbed by the occupants – they fled in a waiting vehicle having stolen a purse and a handbag. There was one other reported crime in May being property stolen from the Golf Driving range, access was gained after the suspects cut a large hole in the roof thus avoiding the properties security measures.

For the second month in a row, the PCSO made an appeal to people to lock their doors and windows, several of the above crimes were committed by suspects who saw an opportunity. He also appealed for people who have CCTV cameras to come forward by ringing 101.

Following the Open Forum (below) there was discussion about Neighbourhood Watch schemes, the PCSO explained how these work and advised that PCSO Chris Barrett is the contact point for those who run this scheme in our Parish

## 6 FINANCE

**6.1** It was **resolved** that the **cash book summary and budget monitor for May** be approved showing payments of £2,401.52 (cheques totaling £1,955.54 and direct debits totaling £445.98)

**6.2** It was **resolved** that eight cheques for June amounting to £4,239.98 be approved

**6.3** The internal auditor came on 18<sup>th</sup> May. A formal report is still awaited, meanwhile the clerk has circulated a summary of her comments which noted that the recording of petty cash transactions should be kept separate from those recorded in the Cash Book. The Annual Return has been completed and signed by the internal auditor, a scanned copy of which has been circulated to all parish councillors for consideration. It was **resolved** that the receipts of £47,317 and payments of £42,979 for the year ended 31 March 2015 showing balances carried forward of £64, 095 be approved, proposed by Cllr. Baker and seconded by Cllr. Dales, all were in favour

**6.4** There are no longer three councillors with authority to sign cheques following the decision of former councillor and chair Ben Hogan not to seek re-election. It was **resolved** that Cllr. Matthew Baker replace Ben as an authorised signatory. Proposed by Cllr. Remmer seconded by Cllr. Hassell, all were in favour

**6.5** Having had two elections in the last twelve months and having a surplus bank balance it was suggested that we have a contingency fund to cover the cost of any future elections. This will appear as an agenda item next month giving councillors time to consider this. It was suggested that we revisit the Parish Plan with a view to prioritising future expenditure in line with residents aspirations for our area.

## **7 CORRESPONDENCE**

The Clerk presented the list of **correspondence** (2426-2437) received since the last meeting details of which had been previously circulated. There have been a three communications from the Yorkshire Local Councils Association (2428, 2429 and 2433) and three from LCC (2426, 2430 and 2436).The other items were;

- 2427** Details of Local Council Advisory Service Annual Seminars
- 2431** Details of a Community Committee workshop "Improving Our Local Environment."
- 2432** Request from Year 4 Teacher at Barwick for contact details of senior citizen groups that might be interested in taking a tour of the school
- 2434** Concern about an industrial site to the rear of Chahal Grange Farm, at the side of the A64 between Scholes Lane and Langlands Garden Centre
- 2435** Navigus Planning – their Journal of Local Planning is now available in blog form
- 2437** A resident who has twice been the victim of crime in recent weeks suggesting CCTV cameras on the three approaches to Scholes

Three councillors expressed an interest in attending the Community Committee workshop (2431). Various suggestions were made regarding 2432 including the Women's Institute and Scholes Social Club. LCC Planning Enforcement have been made aware regarding 2434 and are investigating.

## **8 OTHER ITEMS**

**8.1 Neighbourhood Development Plan** – the Steering Group met last month and Chris Broughton who did the housing needs survey presented his findings. This identified the type of housing needed in our parish and also the quantity, i.e. that there is a requirement for about eighteen houses in the parish (a significant proportion of this figure is already accounted for by recent small scale planning applications). A final report is awaited. There is another meeting this week with Mike Dando of Planning Aid attending. The Steering Group are trying to keep moving this forward hoping for a completion as soon as possible.

**8.2 Facebook, website & social media reports** – there were 231 likes last month and about 850 views. There has been no progress since the last meeting regarding getting a better deal for hosting our webpage.

**8.3 Request for the use of Jack Heaps field for the fun fair** – It was resolved to allow Watson’s Amusements to hold a fair again in October. This year the beer festival will run at the same time as the fair in here. The clerk will write to Watson’s giving them advanced notice that there may be an increase in the charge for 2016 and will see how long it is since the last increase. The clerk will inform the police of the dates the fun fair will be here.

**8.4 Circulation of Financial Regulations and Risk Assessments** – these have been circulated, it was felt that the content is fine and no changes need to be made at this time.

**8.5 Scholes Sports – Unpaid Rent** – The junior football committee who have taken over the running of Scholes Sports Association (SSA) are still trying to fully understand the true state of the finances left to them by the previous committee. Their next meeting is next week and Cllr. Baker will attend having joined their committee and be able to give a report at the July PC meeting. A lengthy discussion covered various options on future process but there was no clear agreement by councillors. There was a suggestion that the outgoing SSA Committee have had long enough to present the details and that we should take action including taking over the Sports Pavillion. This would involve legal action and was not seen as appropriate at the current time.

## **9 PLANNING**

The Parish Council considered the following planning applications forwarded by Leeds City Council Development Department

15/02500/FU/NE	110 Main Street, Scholes - Single storey side/rear extension - <b>no objections</b>
15/02624/FU/NE	Dogs Trust – Change of use of bungalow to form kennels with accommodation, new fencing to form outdoor runs - <b>no objections</b>
15/02609/FU/NE	The Bungalow, Elmwood Lane - Demolition of existing dwelling and outbuildings: construction of three detached dwellings - <b>no objections</b>
15/02791/FU/NE	46 Richmondfield Avenue - Single storey rear extension - <b>no objections</b>

The Elmwood Lane proposal is a revised application taking the buildings from 1½ storey to 2 stories

Concern has been expressed that an area down Bog Lane is planned to be used for Woodland Weddings. LCC Planning Enforcement have been informed and have advised that there is little they can do from a planning point of view but will carry out an inspection to make sure that protected trees have not been felled. There were concerns about car parking and noise. There had been a previous application for air operated games systems (October 2010 minutes, item 6.6). This will be kept on the agenda next month to report any further developments.

Concern was also expressed that two bungalows are being sold which would give ideal access to anyone seeking to build on the Scholes East land. Planning permission would first be needed to demolish these and until this is received there is nothing the Parish Council can do.

## **10 REFERRALS & RISK ASSESSMENTS**

There were no referrals & risk assessments this month

## **11 DATES of FUTURE MEETINGS**

Monday 6 July: Meeting & Forum at Barwick - in - Elmet Methodist Schoolroom at **7 p.m.**

There being no further business the meeting was closed at 9.20 p.m.

Signed

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The **OPEN FORUM** was held at 7 p.m.

As the last meeting was the Annual Parish Council meeting with no Open Forum, the chair reminded everyone of the issues of concern raised by residents at the Open Forum of the April Parish Council meeting before opening the meeting for new issues to be raised

There was concern about inconsiderate car parking. The local farmer often struggles to get past all the cars parked outside the Best One shop on the corner of Rakehill Road and Station Road due to the wide nature of much of his implements (which have not grown in width for fifteen years). He often has to go into the shop to ask people to move their vehicles. Some people park very badly and don't get close to the kerb further reducing the width of the available road. It was suggested that double yellow lines would force people to park further down Rakehill Road. Leeds City Council Highways looked at his two/three years ago. There are similar issues near the Barleycorn (where a young male has recently crashed). It was felt that if people need to park on the street then they should be encouraged to all park on the same side of the road rather than leaving drivers to weave in and out. The status of the Barleycorn car park was questioned as it was believed that the property deeds of the flats nearby entitled residents to use this – few do so choosing to park on the street instead. The Parish Council has have on-site meetings with Nick Borrás (Senior Engineer, Traffic Management East) but he has had an operation and is on extended sick leave until 22<sup>nd</sup> June – the Parish council will raise its concerns with him on his return to work. The Parish Council would like to see a 20 mph restriction applied to both villages and will be looking at ways to implement this.

The other area of concern was the level of crime in the Parish (see the Crime Report above). Everyone was reminded that the police will carry out free security checks for people, many of the crimes are due to unattended items or unlocked doors making it easy for opportunistic thieves – the message from the police is keep doors and windows locked and don't leave possessions unattended. It was noted that there have recently been four arrests plus others arrested for drug offences. CCTV is a useful weapon against crime, two suspects were recently caught on camera at the school. Facebook is being used to raise awareness of the level of crime in the village (community pages such as Scholes News and the Village People can also be used). There was a desire expressed for a Neighbourhood Watch scheme (which are set up and run by the public). Historically there has been a scheme in the Parish, the police don't divulge information about those running such schemes but will pass on to them details of anyone wanting to join. There was a reminder not to encourage scrap metal collectors, the police will check that these people have the necessary permit if a member of the public contacts them with the registration number of the vehicle.