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| **Thorp Arch Parish Council**  **Draft Minutes Monday 9th February 2015****Present:** **Cllrs:** S. Humphreys (Chair), M. Smyth, G. Duxbury, D Tyrer, R. Brace **In Attendance:** T. Wormley (Clerk)**Others:** PCSO Clayford, PSCO Jackson  **1. Apologies for Absence**None**2. Declaration of prejudicial/personal interests**None**3. Police Report**PCSO Jackson reported two burglary’s for the month of January, both at Hall Park Farm. The suspects stole items from an industrial unit. One person has been arrested and investigations are ongoing.**4. Minutes of the last meeting** held on Monday 12th January 2015, having been circulated to all members, were **agreed** as correct following one correction: Item 12 should read: TATE *supported* by Development Plans Panel as potential employment land, **not** *approved.***5. Matters Arising from the Minutes**Item 9 – North Lodge hedges now cut.Item 18 – Sunken area of road on approach to bridge. Work to commence when improvements to bridge start during February.**6. Correspondence** Dementia Summit – On agenda.Section 137 limit for 2015/16 is £7.36 per elector.Engineering works to bridge to commence three weekends in February.Plain English guide to planning system – circulated.New ‘Help For Victims’ website: [www.helpforvictims.co.uk](http://www.helpforvictims.co.uk) Works to the Highway – Two way signals outside Station House, Church Causeway, 23/03/15.Election information – On agenda.YLCA Branch meeting – 10th Feb 7.30 at Horsforth Parish HallWar Memorial Workshop – 10th February Application by Miller Homes to purchase land at Grove Road, now with inspector for consideration by Secretary of State. Decision on or before 15th June 2015. Inspiring Yorkshire – a joint YLCA/Plunkett foundation free event looking at community rights under the localism act. To be held Wednesday 18th March 2015 at Denton hall, Ilkely.**7. Dementia Summit** The Clerk and Councillor Brace attended a Dementia Summit organised by Alec Shelbrooke MP. Alec hopes to make the Elmet and Rothwell constituency the UK’s first Dementia Friendly constituency. The purpose of the summit was to encourage and bring together communities and care services across the Elmet and Rothwell to discuss ways of taking this proposal forward.It is estimated that one in every three people will get dementia. Dementia affects approximately 8500 people in the Leeds area.Any organisation can become ‘dementia friendly’. West Yorkshire police and many other services, organisations and retailers across the constituency have become ‘dementia friendly.’Anyone can become a ‘dementia friend’ by undertaking brief training. For information about how to become a dementia friendly organisations or a dementia friend visit www.alzheimers.org.uk **8. Parish Polls Consultation**The Department for Communities and Local Government (DCLG) have undertaken a consultation on the “Governments intentions to modernise parish poll regulations” which can be accessed at: [www.gov.uk/government/consultations/parish-polls](http://www.gov.uk/government/consultations/parish-polls) The consultation sought views of the public, local authorities and the parish sector on:* the trigger (the number or proportion of electors required to demand a poll)
* the voting arrangements for parish polls
* the questions on which a poll can be held
* consequential related matters

The Parish Council supported the changes and did not feel it necessary to comment. However the City Council responded and raised some issues on the ‘questions on which a poll can be held’. The Parish Council agreed with the comments made by the City Council in reference to this question. The main issue raised was about the difficulty in terms of defining what constitutes ‘parish affairs’. A response is now awaited from the parish governance department.**9. Elections**The clerk ran through the election timetable with councillors. The following dates should be noted:* Notice of Election – Monday 30th March
* Return of nomination papers – Monday 31st March to Thursday 9th April
* Deadline for delivery of nomination papers Thursday 9th April – 4pm

Nomination papers should be delivered by hand. D Tyrer confirmed his intention to resign which creates a vacancy. The parish council agreed that anyone interested should be encouraged to submit a nomination form. Information about the role of councillor can be found on the parish website or from the clerk and existing councillors.Clerk to publicise elections and vacancy on the website and in Causeway.**10. Boston Spa tree**S. Humphreys reported an overhanging branch on the bridge, which is obscuring light to the footpath. The branch is also blocking light from the streetlight.The council agree to write to Boston Spa parish council to ask them to remove or prune the branch.**11. Site Allocation Consultation Process** G. Duxbury gave a site allocation update to the meeting. At the Development Plan Panel meeting of the 6th January, TATE was supported by members to be designated `Employment Land`. However at the meeting of the 13th January, when members considered how to proceed for Housing, a proposal to look again at site 3391 (Headley Hall) together with sites 1055A (TATE within the boundary of the current application) and 1055B (TATE current employment land with the exception of a small area of Rudgate) to see if the level of Green Belt land taken on site 3391 could be reduced, was proposed. Members supported the site allocation proposals for the Outer North East with the one amendment to reconsider 3391 &1055A & 1055B and that a comparative exercise be undertaken to review the options within the area.This related to the potential for housing at TATE (as part of a mixed use proposal) and the scale of Green Belt release for Headley Hall to be considered before reaching a final view.**Site 3391** Headley Hall, Bramham. Capacity 3000 dwellings.**Site 1055A** (TATE within the site boundary of the current application) Thorp Arch Estate. Capacity 2161 dwellings.**Site 1055B** (TATE current employment land) Thorp Arch Estate. Capacity 1455 dwellings.**12. Core Strategy**Nothing to report.**13. To review the TATE Planning Application and Responses**No further developments other than the site allocation as reported.**14. To receive an update on the Neighbourhood Plan**Forty six residents attended the exhibition; however no residents from the Walton Chase, Woodlands or Rudgate areas attended. The Neighbourhood Plan group have therefore decided to hold another exhibition on the 21st March at a venue to be confirmed. The exhibition will be held from 11.00am – 1.00pm. The parish council thought it may be useful to hire the marquee and hold the exhibition on The Green. S. Humphreys to discuss with Peter Smart. The parish council agree to organise a meeting with Andrew Dickenson to discuss the cycle track. Clerk to write to Andrew Dickenson.Hire of school invoice should be passed to clerk. G. Duxbury to liaise with Jane Clayton.**15. Planning matters**Ref: 15/00360/TR – Works to tree in conservation area - Removal of Silver Birch to rear – The Coach House, The Green Thorp ArchRef. No: 14/07027/FU – Conversion of garage to form rooms, and alterations to canopy at front – 26 The VillageRef. No: 15/00571/FU – Porch and canopy to front – Ivanhoe, Walton road – No objection**16. Financial matters****Risk** **Assessment** – The clerk reported that she had undertaken the annual risk assessment for the Parish Council. No new risks were identified.**Review of gardener’s remuneration –** the Parish Council agreed an in line with inflation hourly rise for the gardener. Clerk to write to gardener informing him of this.**Resolved:** to increase the gardener’s hourly ratein line with inflation.**Review of asset register –** the yearly review of the asset register was conducted. A filing cabinet and two large plastic storage boxes have been added to the register.**Resolved:** To pass the following accounts for payment:Jane Clayton – Hire of school hall(NP)£109.50Mr T Smithson – Plastic cups for N. Plan event £10.04 **18. Minor items and items for next agenda**Minor Items: SH reported that road on Church Causeway is in a poor state and needs inspecting. Clerk to contact Highways.SH has suggested that the Parish Council consider having the blacksmiths registered as aListed building through the community right to bid. Clerk to investigate.SH reported that a resident on Church Causeway with a disability, has been told by LCC, that the vehicle that is used to transport her must be kept off the highway, and that she must consider a hard standing for the vehicle. The Parish Council agreed that the clerk should investigate available financial help for the hard standing.Date of Next Meeting: Monday 15th March 7.00pm at the Church.**The minutes are draft until agreed at the next Parish Council Meeting**

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  | **ACTION**                 **15/30**            **Clerk**   **Clerk****15/31**   **SH** **Clerk** **GD**     **Clerk****15/32** **Clerk****Clerk****Clerk** |