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|  **Draft Thorp Arch Parish Council****Minutes Monday 14th September 2015****Present:** **Cllrs:** J Richardson (Chairman), Graham Duxbury Amy Crooks, Andrew Rodger **In Attendance:** T. Wormley (Clerk) **1. Apologies for Absence**M. Smyth – On holiday**2. Declaration of Prejudicial/Personal Interests**None**3. Police Report**No police report this month.**4. Minutes of the last meeting** held on Monday 10th August 2015, having been circulated to all members, were **agreed** as correct. **5. Matters Arising from the Minutes**Item 8 – Trees on The Green – a number of responses received from residents. Covered on agenda item 10.**6. Review of Declaration of Interests from all Councillors**No new declarations.**7. Correspondence*** LCC – Site allocation consultation poster – circulated. To be displayed on noticeboard and publicised in Village Diary/Causeway
* 7 The Village – response from resident
* Rural Action Yorkshire – annual conference – JR and GD to attend
* Crime prevention information – to be located on noticeboard
* YLCA – Training schedule
* Outer North East Community Committee minutes now available
* Groundwork Trust – bulbs to be planted again – Village Society to organise

**8. To review resident concerns re removal of artefacts and stuffed animals from the Thorp Arch recycling site**Concern has been expressed in the village regarding removal of stuffed animals and artefacts from the Thorp Arch recycling site. It was agreed to write to the City Council expressing resident concerns and an explanation for removal.**9. Noticeboards**GD has made contact with one of the Directors of the Management Company for the green at Woodlands. A request has been made to relocate the old noticeboard. This will be considered at their meeting on 5th October. GD to report back at the next meeting.**10. To review responses from residents regarding** **Trees on The Green**The Parish Council have now received feedback from a number of residents from The Green. Taking account of their views and that of the Leeds City Council Tree Officer, the Parish Council agreed to plant one new tree in place of the two trees that were felled in the Summer. **Resolved: To plant one new tree on The Green.**The Council also received some feedback about the overall appearance of The Green, and issues relating to the absence of kerbing around the grassed areas. It was agreed to investigate various sources of finance to look at ways of improving the overall appearance, including kerbing of the area facing the road. Clerk to contact Highways regarding ownership of the roads around The Green, and to make enquiries about kerbing to the area facing The Village.**11. To receive an update regarding the prison social club**GD reported that he had met with a representative from Yorkshire and Humberside Homes and Communities Agency (HCA) to discuss proposals for the prison social club. HCA are in the process of making the building secure and the adjacent land safe from trespass. To this end they have carried out an asbestos survey of the building, made secure all external windows and doors, sealed all manholes and will be erecting a new secure fence to the East boundary line (A-A ), and to the rear of the garage block off Northfields and the adjacent property. They will also be installing bollards and barriers around the social club.The Parish Council or the Neighbourhood Plan steering group will meet with the HCA Development Officer to seek agreement about the plan.**12. To consider the future of the Causeway and PC Involvement**A meeting will be held on 23rd September to discuss the future of Causeway. The Council agreed to await the outcome of this meeting before making any decision about involvement of the Parish Council.**13. To consider a request from a resident re clean up and repair to their driveway**A request has been made by a resident to repair an area in front of his drive way that the Parish Council own. It was agreed to repair and make good the area. The Council will request a contribution from the resident. Two quotes to be obtained for weeding and stabilising the paving bricks.It was agreed to check the title deeds on land owned by the Parish Council.**14.** **To review the current venue for future Parish meetings**Following a discussion about the current venue for meetings, the Council agreed to move to the school. The Council need a larger venue to which they can invite residents to attend particular meetings, especially as the TATE application progresses. The school also has good parking facilities and is well lit. **Resolved****To hold future meetings at the school.**It was agreed that the Council could continue to make a financial contribution to the Church.Clerk to write to David Spurr, the school and LCC Lettings Department**15. Site Allocation Consultation Process**The final chance to comment on the Site Allocations Plan Public document starts on the 22nd September until 16th November (5pm). An exhibition will be held on 19th October at Wetherby Town hall between 2.00pm-8pm. Members from the Parish Council will attend.**16. To review the Thorp Arch Trading Estate Planning Application and responses**GD reported that TAG’s has recently discovered a similar ROFF site known as ROF Chorley, where BAe submitted a planning application to carry out land reclamation and remediation earthworks to create a development platform for housing. The application was supported by a comprehensive Remediation Strategy which has been brought to the attention of LCC.The Parish Council agreed to write to the Chief Planning Officer at LCC to express concerns that so far no action appears to have been taken regarding site contamination, to support the concerns expressed by TAG regarding the new information involving ROF Chorley and to ask why determining this Application is taking so long. Local Councillors will be copied in, as will the Chairman of Walton and Boston Spa Parish Councils.**Resolved to write to the chief planning officer regarding TATE.****17. Community Right to bid**Postponed to next meeting.**18. To receive an update on the Neighbourhood Plan** A grant application has now been submitted to the Locality team for further funding. If successful, Alyson Linnegar Planning Consultancy will be appointed to support final preparation of the plan. It was agreed to write to the NP steering group to request an update and timescales for the plan.**19. To receive an update on the Thorp Arch North East steering group**GD reported that feedback is expected from the Woodlands Residents social group regarding relocation of the noticeboard. This will be reported at the next meeting. **20. Planning Matters**Ref:- 15/05164/COND – Consent/approval for car park adjacent to Leeds United football ground.The council expressed concerns that work had started on site before conditions 4, 6 and 8, of the approval had been discharged, yet the application states that no development should take place until the application was fully approved. It was agreed to write to planning to seek clarification on this.**21. Financial Matters**Budget planning – the Clerk and JR are to meet to plan a budget for presentation at next month’s meeting.**Resolved:** To pass the following accounts for payment: Central Garage – petrol for mower £14.81 Vision ICT – website hosting and support £132.00 C. Sanderson – Grass cutting £42.62Clerks remuneration £697.54Clerks expenses £51.57  **22. Minor items and items for next agenda**Minor Items: Andrew Rodger to lead on highways and footpaths in Thorp Arch. We now have drawings for these. Still unable to get hold of Rosie Watts. It was agreed to write to Rosie’s line manager to investigate why the Parish Council have had no response.It was agreed to write to the Police and query their absence from the meeting.Date of Next Meeting: Monday 12th October – 7.00pm at the Church.**The minutes are draft until agreed at the next Parish Council Meeting**

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 | **ACTION**        **Clerk** **JR/GD**  **JR**     **Clerk**    **GD** **15/56**     **Clerk**       **Clerk**  **Clerk**  **15/57**    **Clerk**      **Clerk**  **Clerk** **Clerk/JR** **15/58**      |