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| **Thorp Arch Parish Council****Draft Minutes Monday 11th January 2016****Present:** **Cllrs:** J Richardson (Chairman), Graham Duxbury M. Smyth, Andrew Rodger, Amy Crooks**In Attendance:** T. Wormley (Clerk)**Others:** PCSO Emma Leighton **1. Apologies for Absence**None**2. Declaration of Prejudicial/Personal Interests**None**3. Police Report**PCSO Emma Leighton reported one crime for the month of December, a burglary from a dwelling on Northfields. Suspect entered through rear door and removed personal belongings.**4*.* Minutes of the last meeting** held on Monday 14th December 2015, having been circulated to all members, were **agreed** as correct. **5*.* Matters Arising from the Minutes**Item 13 – Prison Carol Concert attended by John Richardson (JR) and Andrew Rodger (AR) – impressive**6. Correspondence*** Mineral and Joint Waste Plan – AR reported no action required from TAPC
* YLCA Opportunities Bulletin – flood information – circulated to Causeway and Village diary.
* YLCA Membership subscription – 4.9% raise
* LCC Flood information - circulated to Causeway, Village diary and Parish website.
* West Yorkshire Police and Crime Commissioner – survey. JR to complete.
* Parish and Town Council Annual Forum February 25th Civic Hall – JR and Clerk to attend.
* Outer North East Town and Parish Council Forum – Thursday 4th Feb 7.30pm at Tree Tops Community Centre – JR and AR to attend*.*

**7. Parish Development Matters****Neighbourhood Plan**Peter Smart’s report from last month’s meeting was circulated and noted.The Council expressed concerns about a housing assessment of Thorp Arch prepared in December 2014 by Re-new. The information contained in the report was inaccurate and not circulated to TAPC for comment. It was agreed to write to Ian Mackay expressing concern about content of the report and the failure to consult with TAPC. Graham Duxbury (GD) to draft letter.**TATE**No further developments.**HCA Site**The HCA have now submitted representations to LCC on the SAP for 194 houses on the former prison club site. They will be attending the February meeting to discuss their proposals*.* **Community Infrastructure Levy (CIL) Report**LCC have circulated reviewed spending guidance on CIL funding. Limitations apply on spending and are mandatory.**Site Allocation Consultation Process**The initial report of the Chief Planning Officer on the consultation and overview of the emerging issues of the Publication Draft SAP will be considered by the Development Plan Panel on the 19th January. The overall level of response was over 9000, but may be much higher as single submissions may cover several representations. A number of new site submissions have been made by landowners, developers and their agents which will need to be reviewed and assessed, the sites include within the Outer North East: Becca Hall (as an alternative to Headley Hall) and at Scarcroft (land at A58 Wetherby Road) and Walton (land to North of Wighill Lane). Any changes prior to formal submission will need to be subject to further public consultation as Pre-submission Changes. GD continuing to put together TAPC comments to Planning Policy Framework. Submission date 25th January. **Planning Matters:**Ref:15/07263/FU – Replacement fencing to part of site boundary - HM Prison Wealstun. **No objection.**Ref: 15/06091/FU/NE - Wetherby Race Course. Proposal existing middle stand to be demolished and replaced with extension to the Millennium Stand.Ref: 15/07167/FU/NE For: Hall Farm House – Alterations including two storey and single storey side/rear extension; reinstatement of original sash windows to north elevation and new first floor window to south and west elevations Site**. No objection – but object to arched head window treatment indicated on East Elevation New Build and the South Elevation as they are curved which is not in keeping with the flat window heads to the existing property or houses in the Village.**Ref. No: 15/05164/COND - Consent, agreement or approval required by conditions 4, 6, 7 and 8 of Planning Application 14/01048/FU - Car Park Adj. Leeds United Training Ground – **Split decision.**Ref. No: 15/06704/FU – Single storey rear extension - 14 The Village Thorp Arch Wetherby LS23 7AG – **Planning refused**Ref. No: 16/00114/DEM – Determination for demolition of Prison Officers Social Club. **No objection**Ref: 15/07623/FU/NE – Single storey extension to side and rear - 39 Walton Chase Thorp Arch Wetherby LS23 7RA. **Object –** reservations regarding the massing of the proposed single storey side extension by virtue of its size which would over-dominate the original semi-detached house and would overwhelm the adjacent property and drive.**8*.* Community Participation Report****War Memorial Book**The Parish Council are currently liaising with Robert Williams who has written a booklet about the history of the War Memorial in Thorp Arch. The booklet will require financial support to design and produce. It was agreed to donate £250 towards the costs of publication in recognition of the legacy status to the Village that this booklet will represent. JR, AR and AC agreed to meet the authors to see what advice was neededto bring this project to fruition.**Resolved:** To donate £250towards the costs of publication/distribution of the War Memorial booklet.**Community Right to Bid – dog pound**This will not be added to the Community Right to Bid list.**Call Calling Zone**Deferred to February meeting.**Woodlands Noticeboard**The Woodlands Drive management company have now met. The directors do not want the noticeboard locating on the 'Green'. Their suggestion is to have it on the grass area at the end of Woodland Drive near the bus stop. They believe this location will be accessible to more residents in the area.**The Queen’s 90th Birthday Beacons**AR to investigate location of Beacons for Thorp Arch and report back to next meeting. **Causeway Donation**The Parish Council agreed to donation £250 to Causeway. JR and the Clerk are to meet with the editor of Causeway next week.**Resolved:** To donation £250 to Causeway**9. Infrastructure Report** **Highways and Maintenance Issues** There has been an increase in traffic problems around the bridge, possibly as a result of the closure of Tadcaster bridge. AR agreed to write to Nick Borras from LCC regarding this issue. **Footpaths**Footpaths – still to be walked.**Trees on The Green**It was agreed that Margaret Smyth (MS) will visit EK garden centre and order the tree.**Dog Waste Bin**The East North East locality team have now been contacted about the proposed dog waste bin for Whins Lane. A request for a previous waste bin off Church Causeway has also been chased up. The Parish Council have suggested that both bins be installed at the same time.**10. External Council Matters****HMP Wealstun Report**GD reported that the Parish Council had sent Highways and cycle track information to the prison Governor, Diane Pellew. The information referred to the defectiveroad surface on Grange Avenue which remains the responsibility of Wealstun. The preferred route for the cycle track was also part of the information sent and previously discussed with the prison. The Parish Council awaits contact from the property advisers to HM Prisons to progress these matters.**Removal of Phone Box**To be discussed with the Village Society.**Boston Spa Hydro Power Project**GD reported from the Boston Spa PC Minutes 21st December. A meeting had taken place on 23rd November with residents whose properties border Holgate Lane.Concerns were expressed at the meeting about erosion and the impact on this of the proposed additional traffic down the lane. A letter had been received from one resident stating that he would not be prepared to grant access. TAPC will continue to monitor the situation.**11. Financial Matters****To Approve the Establishment of Finance Committee**The Council agreed to the establishment of a finance committee. JR, AC and AR will sit as members of the group along with the Clerk. JR agreed to write terms of reference and arranged the first meeting which will take place before the next PC meeting.**Resolved:** To establish a finance committee with terms of reference.**Quarterly Financial Report**Circulated.**Budget Adoption**It was noted that the proposed budget has a deficit of £5000. This is due to a previous commitment to fund the Neighbourhood Plan up to £5000. Members agreed to adopt the proposed budget.**Resolved:** To adopt the proposed budget.**Setting of the Precept**In light of the deficit on the budget, members agreed to raise the precept for 2016/17 from £12,000 to £13,200. This will incur a £2.61 council tax increase on a band D property. **Resolved**: To increase the precept from £12,000 to £13,200. **External Audit**Changes to the audit arrangements were brought into force by the Local Audit and Accountability Act in 2014 and some of the provisions of the legislation are already in force in the form of the Transparency Code for smaller councils. All Parish Councils will need to decide whether to remain automatically opted into the Sector Led Body for audit or to opt out. Following a discussion, members agreed to stay within the Sector Led Body for audit.**Resolved**: To stay within the Sector Led Body for audit.**Accounts for payment this month:**Ruralis – Neighbourhood Plan Consultant£1200.00**18. Minor items and items for next agenda****Minor Items**: None**Next Agenda**: War Memorial booklet, cold calling zone, tree on The Green, Woodlands Noticeboard,Date of Next Meeting: Monday 8th February – 7.00pm at the school.**The minutes are draft until agreed at the next Parish Council Meeting**

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 | **ACTION**          **JR**  **JR/Clerk** **JR /AR**      **16/70**  **GD**          **GD**    **16/71**  **JR/AR** **AC**    **AR** **JR/**  **Clerk**  **AR** **AR** **MS**     **16/72**     **JR**      |
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