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| **Draft Thorp Arch Parish Council****Minutes Monday 8th February 2016**

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| **Present:** | **Cllrs:** J Richardson (Chairman), Graham Duxbury, Andrew Rodger |
| **In Attendance:**  | T. Wormley (Clerk) |
| **Others:** | PC Jeff Nottingham, two representatives from HCA, two members of the public. |

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|  | **Action** |
| **1. Apologies for Absence**M. Smyth – ill.Amy Crooks – absent. |  |
| **2. Declaration of Prejudicial/Personal Interests**None |  |
| **3.** **Police Report**PC Jeff Nottingham reported six crimes for the month of January. All took place on the trading estate and were burglaries. The Parish Council reported a number of traffic issues to PC Nottingham, who agreed to increase the police presence in and around Thorp Arch. Two members of the public also raised concerns about speeding cars in the village. |  |
| **4*.* Minutes of the last meeting** held on Monday 11th January 2015, having been circulated to all members, were **agreed** as correct.  |  |
| **Standing orders suspended to take report from HCA**Representatives from HCA outlined their plans for the prison social club. They will be appointing consultants to apply for outline planning permission to build 13 to 15 houses on the site. This is in keeping with proposals set out for the area in the draft Neighbourhood Plan. A full consultation process will be undertaken both with Walton and Thorp Arch prior to any potential development. Regarding the remaining area of land, HCA await the publication and recommendations made in the Site Allocation Plan. Following the report, questions were taken from the floor.**Standing orders recommenced following the HCA report.** |  |
| **5. Matters Arising from the Minutes**Item 6 – WY Police and Crime Commissioner *–* Survey completed by John Richardson (JR)Outer North East Town and Parish Council Forum – JR and Andrew Rodger (AR) attended and reported back to the meeting. Item 8 – Cold calling zone – not to be pursued.  |  |
| **6. Correspondence*** Final tax base figure as reported previously – £293
* YLCA – Leeds Branch Meeting – JR now unable to attend.
* Bramham Parish Council – Email from Enid Barnett highlighting a mistake in December minutes. Bramham Parish Council did **not** support the proposed development at Headley Hall. The letter of support was from George Hall and should have been stated as such. **Let the record show the correction.**
* Bramham Parish Council – email enquiry about BDUK rollout asking for any problems TAPC may have had.
* Email from Sheila Humphreys regarding inspection of bridge – no undermining of bridge reported.
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| **7. Parish Development Matters****Neighbourhood Plan**The latest housing market assessment report from Renew will be discussed by the Neighbourhood Plan group this week. Advice will be sought from the Consultant regarding the response and will be reported back to the Parish Council.**TATE**Rockspring have now withdrawn their application. A further smaller application is to be submitted. A company called St Congar are the new Consultants appointed by Rockspring. They have contacted the Parish Council and introduced themselves. The Parish Council replied robustly, outlining their previous concerns about the TATE development. **HCA Site**Reported earlier.**Site Allocation Consultation Process**The Development Plans Panel meeting was held on the 19th January. JR attended. The meeting reported on progress regarding the draft site allocations plan (SAP). The strategic planners hope to have 10,000 plus responses to the deposit draft of the SAP on their data base by the end of March and analysed by June 2016. The analysis will include proposals for replacement of the 3000 houses at Headley Hall, to meet the target for the Outer North East of Leeds.**New National Planning Policy Framework** – TAPC submission completed by GD.**Planning Matters:**Ref. No: 13/03061/OT – Outline Planning Application for residential development with associated parking, landscaping, primary school, village centre, retail development, sports pavilion, play area, amenity space and associated off site highway works - Thorp Arch Estate – **Planning application withdrawn.**Ref: 15/06091/FU/NE - Wetherby Race Course. Proposal existing middle stand to be demolished and replaced with extension to the Millennium Stand – **Planning approved.**Ref. No: 16/00114/DEM Thorp Arch Determination for demolition of Prison Officers Social Club – **Planning approved.** |  |
| **8. Community Participation Report****War Memorial Book**Members of the Parish Council met recently with Robert and Bethan Williams who have written a booklet about the history of the War Memorial in Thorp Arch. The booklet will require financial support to design and produce. The Parish Council are helping to investigate various funding options and will report back on progress at the next PC Meeting. Publicity for the project will be sought through Causeway and at the Annual Parish Meeting.**The Queen’s 90th Birthday Beacons** The Tour de Yorkshire is taking priority regarding time and organisation. Therefore on this occasion Thorp Arch will not be displaying beacons.**Causeway Meeting – Feedback**JR and Clerk met with the editor of Causeway, Gaby Morrison, to look at collaborative ways of working. The meeting was productive and both parties agreed to meet periodically to discuss common issues. |  |
| **9. Infrastructure Report** **Bridge traffic issues**Traffic problems around the bridge caused by the closure of the Tadcaster Bridge, continue to cause problems for residents. We have received a number of complaints, particularly about speeding cars. It was agreed to organise a meeting with the Police and Highways to consider what action can be taken to resolve the problems. **Highways resurfacing**Improvement works to footways and kerbing will now commence on 15th February. The work will take up to 10 weeks to complete, followed by areas of carriageway resurfacing which are still to be agreed.It was agreed to email Nick Borras to ensure residents affected by the work were aware of commencement dates etc.**The Green – tree update**The tree still hasn’t arrived. GD agreed to visit EK garden centre and secure dates for delivery and chase up invoices not sent for Christmas trees.**Dog Waste Bin**The bin on Walton Road is now in place. The bin for Whinns Lane will be delivered within the next few weeks.

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| **10. External Council Matters****HMP Wealstun Report – update**An email sent to the prison governor, Diane Pellew, regarding the cycle track and defective road surface issue on Grange Avenue, has now received a reply. The matter has been referred to John Ballantyne who oversees these issues for the Governor. It was agreed to follow up the email as progress has been slow. |  |

 | **Clerk****Clerk/AR****GD****GD** |
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| **11. Financial Matters****Finance Committee Report**Terms of reference for the finance sub group were agreed and adopted by the Parish Council. The group will meet on Friday to consider a number of financial issues and report back at the next meeting.**Resolved:** to adopt Terms of Reference for the Finance sub group.**Accounts for payment this month:**Ruralis – Neighbourhood Plan Consultant £1200.00  |  |
| **12. Minor items and items for next agenda****Minor Items**: None |  |
| **Next Agenda**: Annual Parish Meeting, Financial sub group report, Clerks appraisal |  |
| Date of Next Meeting: Monday 14th March – 7.00pm at the school.**The minutes are draft until agreed at the next Parish Council Meeting** |  |

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