

Draft Thorp Arch Parish Council Minutes Monday 11th September 2017

Present: **Cllrs:** J. Richardson (JR Chairman),
M. Smyth (MS) Graham Duxbury (GD),
A. Crooks (AC) A. Rodger (AR)

In Attendance: T. Wormley (Clerk)

Others: Representatives from TEP
2 members of the public

1. Apologies for Absence

PCSO Emma Leighton

Action

2. Declaration of Prejudicial/Personal Interests

None

3. Police Report

No crimes reported for August.

Other news:

There were 44 crimes in total for the Wetherby Ward (please note this figure includes the prisons) 12 of these were burglary residential. There were 53 crimes in Harewood and 8 of these were burglary residential. Boston Spa and Bramham both had above average crimes last month, with 6 for Boston Spa and 7 for Bramham.

Speed checks:

Church Causeway near prison: two sites in morning and afternoon in the 30 zone: the 40mph part of the road has no real safe places for stops. Two drivers reported at 44 and 37.

Security Advice:

Doorstep Callers – be aware of cold callers offering to clean out gutters. A small job of cleaning gutters then progresses to major work needed on the roof at significant cost.

Postal Scams:

Postal scams typically offer something which sounds attractive but doesn't actually exist. The two most common scams are fake lottery winners and non-existent competitions. How to spot scams:

- Bad spelling or poor grammar.
- Unsolicited contact. Do you know the company or recall sharing details with the company.
- Brightly coloured envelopes saying words such as 'urgent', 'open now'.
- Asks you to pay an admin or transfer fee to claim the winnings/prizes.
- Letters may have official seals, serial numbers, watermarks, barcodes, testimonials from previous competition winners to make them appear genuine.

Protect yourself by:

- Registering with the Mail Preference Service (MPS) on 0207 291 3310.
- Make sure you tick the box to opt out of any agreements to share your data.
- Report scams to Action Fraud on 0300 123 2040 or Citizens Advice 0345 070 0707

4. Minutes of the last meeting held on Monday 14th August 2017, having been circulated to all members, were **agreed** as correct.

5. Matters Arising from the Minutes

None

6. Correspondence

Letter from 26 The Village – re improvement proposals to their property, which is adjacent to the tennis club. The owners advise that planning permission not required.

Victim Crime Prevention officer – regarding cold calling from HMRC which is a hoax. HMRC DO NOT cold call.

7. Parish Development Matters

Neighbourhood Plan

The Neighbourhood Plan is currently under consideration by the Examiner. Two further questions have been raised, which have been answered by the Neighbourhood Plan group and the Parish Council. No date has been advised yet for return of the report.

TATE

The public enquiry will commence on the 12th September and should conclude on Thursday 28th September. JR to speak at the hearing to confirm the Parish Council's support for TAG. JR

Some late submissions were made by Rockspring of which the Parish Council were not aware of until today. These submissions are not on the public access system. JR to make statement at the opening of the Hearing. JR

Site Allocation Plan Consultation Process (SAP)

The plan is currently under examination. Updates can be viewed online on the Site Allocation website: www.leeds.gov.uk/council/Pages/Site-Allocation-Plan-Examination.aspx

Review of the plan starts on 19th October for 3/4 weeks.

JR reported that LCC are possibly considering reducing the housing allocation from 70,000 to 45-55,000. This would mean the whole process would have to be started over to identify sites etc. The PC do not support this suggestion.

HCA Application – Update

Representatives from the Environment Partnership (TEP), presented the draft proposals for Phase 2 Rudgate Park development plans, which is for 152 houses on 6.55ha of land which exceeds that allocated for housing in the Site Allocation Plan.

The PC remain opposed to the allocation of this land for housing.

Planning Matters:

Ref: 17/05460/FU: Two storey side extension and front porch
– 8 Rudgate Park – **Support**

Ref. No: 17/04989/COND – Consent, agreement or approval
required by condition 4 of Planning Application 17/03335/FU -
16 Thorp Arch Park

Ref. No: 17/03628/FU – Conservatory to rear - 59 Walton
Chase – **Approved**

Ref. No: 17/04310/FU Westminster Yard, Walton Road -
Retrospective application for the temporary storage of topsoil
for 5 years – **Pending**

8. Parish Projects**Parish Map**

AR now has a quote for a stand for the map and artwork. Will continue to
seek further quotes.

AR

Further details have been provided to the private donor for the
environmental projects.

Update of website

AC to provide details of the PC's updated requirements to Vision ICT for the
website.

**AC/
Clerk****War Memorial Update**

GD to contact Andrew Birkbeck from LCC regarding funding for the war
memorial site.

GD**9. Community Participation Report****Causeway Report****AC**

Causeway AGM to be held 27th September. Amy Crooks to attend.

Concerns expressed that no replacement editors found as yet once Gaby
and Paula step down.

Citizenship and Civic Engagement report

Report prepared by JR circulated and supported by PC.

Village Archive

All Saints Church have suggested the setting up of an archive for the village
in with historical documents being archived in an available room the
Church. The PC also has an archive which is kept by the Clerk and pertains
primarily to parish matters. It was agreed to bring this to the attention of
residents through the PC report in Causeway.

Clerk**10. Infrastructure Report****Highways and Footpaths**

Price from Morelocks for a SID £2500. AR still seeking quotes for
installation. Agreed that AR would contact LCC highways. Clerk to forward
details of Collingham and Linton Cllr who deals with their SID, to AR.

AR**Clerk****11. Financial Matters****Accounts for payment this month:**

John Pendleton – Neighbourhood Plan	£600.00
Central garage – petrol for mower	£23.57
Thorp Arch PCC – Hire of church for meetings	£120.00

Vision ICT – wen hosting	£132.00
Colin Sanderson – Grass cutting	£64.56
Clerk’s monthly salary	£272.72
Clerk’s expenses	£39.59

Quarterly financial report

Circulated.

Annual Return

Still awaiting the Annual Return from auditor.

Finance sub-group

Clerk to complete the setting up process for online banking by December meeting with a view to starting January 2018.

Clerk

Resolved: to move to online banking

Clerk to amend accounting spreadsheet to reflect online banking process and to enable monthly budget reviews.

Clerk

Resolved: to amend the accounting spreadsheet.

Spot check of accounts undertaken. All in order.

12. Minor items

Cllrs to forward holidays to April 2018 to Clerk

All

Mint Festival to be held at Stockeld Park.

Items for next agenda October meeting

WW1 commemorative celebrations.

Annual Return

13. Date of Next Meeting: Monday 10th October – 7.00pm at: All Saints Church – Thorp Arch.

The minutes are draft until agreed at the next Parish Council Meeting

Signed

Date