

## Draft Thorp Arch Parish Council Minutes Monday 9<sup>th</sup> October 2017

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

**In Attendance:** T. Wormley (Clerk)

**Others:** PCSO Emma Leighton

### 1. Apologies for Absence

None

**Action**

### 2. Declaration of Prejudicial/Personal Interests

None

### 3. Police Report

One crime reported for September: burglary on the Trading Estate.

Other news:

There were 40 crimes in total for the Wetherby Ward (please note this figure includes the prisons) 4 of these were burglary residential. There were 21 crimes in Harewood and 8 of these were burglary residential.

Security Advice:

Bonfire Night/Halloween:

On Bonfire night officers will be carrying out patrols in the Thorp Arch.

Please remember:

- An organised display is the safest way to enjoy fireworks.
- Fireworks are noisy (which can upset very young or elderly people as well as pets). They can cause damage and they can cause serious injuries if not used properly.
- It is an offence to buy fireworks by anyone under the age of 18. You can be fined or imprisoned for buying or using fireworks illegally.
- It is an offence to let fireworks off between 11pm and 7am except on 5th November, Diwali, New Year's Eve and Chinese New Year when the curfew is 1am. It is also an offence to set off fireworks in a public place.
- Keep bonfires small and manageable and build them away from houses, garages, sheds, fences, overhead cables, trees, bushes and vehicles.
- Never use flammable liquids – paraffin or petrol – to light the fire.
- Avoid drinking alcohol whilst in charge of a bonfire or fireworks and particularly when supervising children.
- In case of an emergency, keep buckets of water, the garden hose or a fire extinguisher ready.
- Make sure your fireworks conform to British Standards BS 7114, EN

14035 or EN 15947.

- Keep fireworks in a closed box and use/light them one at a time.
- Light the firework at arm's length using a taper or fuse wick and stand well back - never return to a firework once it has been lit.
- Only children over the age of five are allowed to use sparklers and should be supervised by an adult.

**4. Minutes of the last meeting** held on Monday 11<sup>th</sup> September 2017, having been circulated to all members, were **agreed** as correct.

#### **5. Matters Arising from the Minutes**

9 Village Archive – David Cummings has archive material to contribute. Archive material will now be stored in All Saints Church.

#### **6. Correspondence**

YLCA – Data protection. Parish Councils now count as public authorities.

Parliamentary Constituency boundary review – Last date for comments 11th December.

Electoral Office – Parish Councils advised to exercise restraint when setting precepts.

Two emails from residents. One complaining about cars parked on pavement outside of Leeds United training ground. PCSO E Leighton responded and issued warnings to owners parking vehicles on the pavement.

Over hanging vegetation on corner of Mill Lane – Carter Jonas notified and responded – contractor to clear.

LCC – Community right to bid for Cricket Club – Carter Jonas have requested a review of the decision. GD to draft PC response to the email.

**GD**

#### **7. Parish Development Matters**

##### **Neighbourhood Plan**

The Examiners report has been issued to Leeds City Council which recommended, subject to modifications, that the plan proceed to referendum. Modifications required are:

- The deletion of four proposed Local Green Spaces
- Updating of Policy H1
- The deletion of Policy LE1
- The clarification of the wording and mapping of policies

The Parish Council now await the Councils `Decision Statement` required by Regulation 18 and if the Council decide that the Plan, subject to modifications, should proceed to Referendum then the Parish Council will be required to undertake the modifications.

##### **TATE**

The public enquiry was held over 3 weeks, and has been extended for a further week. The resumption date is Monday 20<sup>th</sup> November at 11.00am. Many residents were in attendance.

##### **Site Allocation Plan Consultation Process (SAP)**

LCC have now reduced their housing allocation from 70,000 to 42,000. The housing element of the SAP will not now be reviewed until March 2018.

Non-housing issues will be heard at the end of October. This now means

that there will be further consultation on any modifications.

### **HCA Application – Update**

Following their presentation to the Parish Council last month, The Environment Partnership (TEP), held a public consultation event. The PC are disappointed that HCA are progressing their draft proposals without the conclusion of the Site Allocation Plan.

The PC remains opposed to the proposals. The PC resolved to write to Walton PC regarding the recent consultation process on this development proposal.

JR

### **Planning Matters:**

**Ref: No: 17/05899/FU:** New vehicular access - All Saints Church, Church Causeway. **SUPPORT**

**Ref: 17/06002/TR:** Works to Protected Trees, fell blue atlas cedar, 19 Thorp Arch Park. **SUPPORT**

**Ref: No: 17/04717/COND** – Consent, agreement or approval required by condition 3 of Planning Application 17/02290/FU - 2 Mulberry Garth – **APPROVED**

**Ref: 17/05990/FU:** garden shed to side of property, 2 Thorp Arch Park.

The Parish Council raise no objection to the garden shed at the side of the house, but have reservation about the impact on the street scene. The PC has requested that the Planning Officer work with the applicant to consider screening off the shed. **OBJECT**

**Ref: 17/06031/TR:** Works to Protected Trees, 23 Thorp Arch Park – **SUPPORT**

**Ref: 17/05996/FU:** Alterations including two storey/single storey rear extension - 18 Thorp Arch Park. **SUPPORT**

## **8. Parish Projects**

### **Parish Map**

Currently preparing costings. Will be brought to next meeting.

AR

### **Update of website**

Clerk gave feedback from All Things Digital course. AC and Clerk provided information about website update. AC confirmed that other organisations could have their own page on the PC website. Information would have to be proofed by the PC. AC to send link once completed to all Cllrs for comment.

AC/  
Clerk

### **War Memorial Update**

No further developments.

## **9. Community Participation Report**

### **Causeway Report**

A new editor for Causeway has come forward.

### **Christmas Tree and Lights**

Clerk to order Christmas tree for Friday 8<sup>th</sup> December. MS to ask Martin Wilson to put up the lights.

Clerk  
MS

### **WW1 Commemorations**

Clerk to check with Village Society to see if they are preparing any activities for the WW1 commemorations in November 2018.

Clerk

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

Nothing to report.

**Speed Indication Device (SID)**

AR liaising with N Borrás from LCC regarding installation and location of SID. Consultation with residents will need to be considered once funding secured. AR to call ad hoc meeting of Cllrs re ideas for location sites.

**AR**

**Local Transport Group**

Next meeting will be held Thursday 19<sup>th</sup> October at 2.00pm. AR to report back.

**AR**

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

PK Littlejohn – External audit	£120.00
C Williamson – Half year payroll	£24.00
Colin Sanderson – Grass cutting	£48.42
Clerk's monthly salary	£340.90
Clerk's expenses	£32.85

**Quarterly financial report**

July-September report circulated.

**Annual Return**

Annual return now received. One except is noted: All grants, including the council tax support grant, should be shown in box 3. This will be corrected for next year.

**Date for budget meeting**

Clerk and JR to meet on 16<sup>th</sup> November to discuss 2018/19 budget.

**Clerk/JR**

**Online banking update**

Clerk has prepared new spreadsheet in readiness for online banking, and amended financial regulations. The spreadsheet will be presented at the next finance sub-committee group on the 29<sup>th</sup> November.

**Clerk**

**12. Minor items**

None

**Items for next agenda October meeting**

Tree Inspections

Community Right to Bid – cricket club

**13. Date of Next Meeting:** Monday 13<sup>th</sup> November – 7.00pm at: All Saints Church – Thorp Arch.

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

Signed

Date