

Thorp Arch Parish Council Draft Minutes Monday 13th November 2017

Present:

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

In Attendance:

Others: None

1. Apologies for Absence

PCSO Emma Leighton

Action**2. Declaration of Prejudicial/Personal Interests**

None

3. Police Report

No crimes reported for October:

Other news:

There were 41 crimes in total for the Wetherby Ward, 6 of these were burglary residential. There were 25 crimes in Harewood and 10 of these were burglary residential.

Staffing:

We have a new PCSO covering Wetherby Ward, PCSO Alex Rodley

Security advice:

Burglaries often increase during the Autumn and Winter months, when burglars take advantage of the longer nights. However, crime prevention doesn't have to cost a lot of money – taking simple measures such as locking doors and windows, not leaving valuables on display and using an alarm, can significantly reduce your chances of being a victim.

Here's some simple steps that everyone can take to improve their home security:

- Always lock doors and windows even when at home
- Shut windows. Always take the key out of the lock and keep in a safe place. Do not leave keys in reach of the letterbox, a cat flap, or on view through a window.
- Make sure items such as car keys, laptops, tablets, phones and cash cannot be seen through a window.
- Do not leave power cables or charger units for laptops and tablets plugged in and on show.
- If you are out, try to make your home look occupied by using a timer switch to control lights.
- Make sure Euro cylinder locks have achieved - TS 007 (3-star rating) or Sold Secure Diamond Standard for lock cylinders (SS312).
- If you have a burglar alarm always remember to switch it on when leaving the house or going to bed.

4. Minutes of the last meeting held on Monday 9th October 2017, having been circulated to all members, were **agreed** as correct.

5. Matters Arising from the Minutes

Christmas tree ordered.

Village Society will be preparing some form of commemoration for November 2018.

6. Correspondence

Complaints from residents re parking on Walton Road.

Outer North-East Town and Parish council meeting – Thursday 25th January 7.30 – Tree Tops Community Centre.

7. Parish Development Matters

Neighbourhood Plan

The Neighbourhood Plan referendum will be held on Thursday 7th December in a portable building, which will be located in the Lady Elizabeth Hastings school car park. Voting hours 7am to 10pm. 12 further hard copies of the plan are needed. Agreed to additional spend.

Resolved: agree to additional spend required for Neighbourhood Plan: £245

TATE

The public enquiry will recommence on Monday 20th November for one week. The applicant has submitted additional information made up of addendums, including a revised masterplan. The Parish Council's formal challenge to this has been submitted.

Site Allocation Plan Consultation Process (SAP)

LCC are considering reducing their housing allocation from 70,000 to 42,000. The 70,000 figure will remain in place for now. Stage 1 Hearing Sessions relating to Employment, retail, green spaces and Gypsies/Travellers, were held at the end of October. Housing matters, including release of Green Belt land for housing, will commence February/March 2018. A *Broad Locations* approach will be used to identify future sites within the SAP. The implications are that previous sites could now be put forward for development. A further round of consultations on selective modifications will be carried out December/January 2017/18.

HCA Application – Update

No further developments since the public consultation event on 15th October. Agreed to contact Cllr Procter regarding meeting with LCC meeting with HCA.

Agreed to meet with Walton PC regarding the development following. JR, GD, AR to attend. JR to organise.

Planning Matters:

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

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

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

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

Clerk

JR

Ref. No: 17/05996/FU: Alterations including two storey/single storey rear extension - 18 Thorp Arch Park - **SUPPORT**

Ref. No: 17/06297/FU: Alterations including first floor side extension with Juliet balcony to rear; single storey side extension to other side; replace existing flat roof to rear; porch to front and widening of driveway access to front - 48 Thorp Arch Park Thorp – **To be reviewed further**

Ref. No: 17/06579/TR Works to protected trees, thin crown, remove lower branches overhanging property boundary wall, Park Cottage, The Green - **SUPPORT**

Ref. No: 17/06938/FU – first floor side extension –3 Thorp Arch Park – **To be reviewed further**

West Minster Yard – Agreed to reply to Jessica Thomas' email re contamination, copying in Tim Hill and Environments Agency.

16 Thorp Arch Park – Sash windows have been installed which contravenes the planning consent granted. Planning Services investigating. **GD**

The Chairman asked GD to consult with LCC Planning generally on the interpretation of Spatial Policy for Thorp Arch given the Village Design Statement, the Neighbourhood Plan and the current frequency of extension Applications for properties on Thorp Arch Park. **GD**

8. Parish Projects

Parish Map

Application submitted. **AR**

Resolved: to contribute £500 from PC funds towards cost of the map.

Update of website

Website upgrade will be completed over the next month, and should be live sometime during December. The link will be sent to all Cllrs with along with guidance notes and final costs. Comments should be sent to AC and Clerk. **AC**

War Memorial Update

The PC have received a community funding application from Andrew Birkbeck. GD to cost up and design the improvements. Will then circulate to all Cllrs. **GD**

9. Community Participation Report

Causeway Report

Agreed to send apologies to the Causeway meeting and a welcome email to the new editor, confirming the PC's continued financial support. **Clerk**

Community Right to Bid – Cricket ground

Community asset status now granted.

Annual Parish meeting - Venue

No response from school yet.

10. Infrastructure Report

Highways and Footpaths

Hedges at prison now trimmed.

Complaints from residents regarding parking on Walton Road at Leeds United training ground events. Agreed to write to police and the training ground. **Clerk**

AR

Speed Indication Device (SID)

AD reported back from a meeting with Nick Borrás from LCC Highways, regarding a number of road safety measures for Thorp Arch. The proposals include the installation of SID's, 20mph zones around the school and strategic speed limits. The PC agreed to budget for a substantial contribution towards the initiative: £7000. Agreed that consultation with residents would take place before moving forward with the project.

AR

Resolved: to use up to £7000 of PC funds to support road safety measures in Thorp Arch.

Local Transport Group

Representatives from the group have been invited to join LCC's community transport committee.

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

John Pendleton – N Plan	£550.00
Poppy Appeal – Poppy wreath	£17.00
F Royffe – Plants for tubs	£182.00
Clerk's monthly salary	£240.44
Clerk's income tax	£12.80
Clerk's expenses	£16.00

Clerks duties and hours

Resolved: to increase clerk's hours from 6 per week to 10, to cover increasing workload.

Precept timetable

The timetable was circulated. Will agree the precept at the December meeting. The deadline for submission of the precept request is 9th February.

12. Minor items

None

Items for next agenda October meeting

Tree management.

13. Date of Next Meeting: Monday 11th December – 7.00pm at: All Saints Church – Thorp Arch.

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

Signed

Date