

Thorp Arch Parish Council Minutes Monday 12th March 2018

Present: Cllrs: J. Richardson (JR Chairman),
M. Smyth (MS) Graham Duxbury (GD),

In Attendance: T. Wormley (Clerk)

Others: One resident, Police not present

1. Apologies for Absence **Action**
A. Rodger (AR), A. Crooks (AC)

2. Declaration of Prejudicial/Personal Interests
None

3. Police Report

Police not in attendance but report forwarded:

One crime reported for the month of February – a bicycle was stolen from the trading estate. Burglary residential crimes were higher than usual in both the Wetherby Ward and Harewood ward last month. Most of these involved snapping the euro profile lock, gaining entry to the house and taking car keys. Agreed to publicise security information in Causeway.

Clerk

4. Minutes of the last meeting held on Monday 12th February 2018, having been circulated to all members, were **agreed** as correct.

5. Matters Arising from the Minutes

MS organising information for the archive to be located at the church.

MS

Air pollution meeting – Clerk to contact A Birkbeck re outcome of the meeting.

Clerk

6. Correspondence

HGV Restrictions meeting to be held 19th March.

7. Parish Development Matters

Neighbourhood Plan

The Plan is now part of the statutory development plan. The sub group will carry out quarterly reviews of the plan, which will involve monitoring of planning applications concerning residential developments. They will also look at how projects and aspirations can be implemented.

GD

TATE

No further developments.

Site Allocation Plan Consultation Process (SAP)

PC have submitted representations in respect of the revised submissions draft and scheduled amendments.

Clerk to chase up PC representation at the stage 2 hearings.

Clerk

HCA Application – Update

The Parish Council with guidance provided by Arrowsmith Associates has now submitted a detailed objection to the application. Clerk to upload the objection onto the website.

Clerk

TAG has also submitted an objection.

Discussions and negotiations between LCC and HCA concerning various matters are still ongoing so it is likely that the application will be reported to members after the May elections.

Planning Matters:

- **Ref: 18/01192/TR** – Works to Protected Trees – 11B The Village – **Support**

- **Ref: 17/08135/FU** – 4 Mulberry Garth – Alterations including canopy over existing front porch; two storey side extension; single storey rear extensions; balustrade window to rear – **Approved**
- **Ref: 18/00377/FU** – Two new windows to side - 1 Woodland Mews – **Support**
- **Ref: 18/01192/TR** – T1 Hornbeam - Crown lift by 1m, thin by 10-15% T2 Maple - Dead wood only T3 Lime - Crown lift by 1m, thin by 10-15% T4 Maple - Crown lift by 1m, thin by 10-15% - Herons Keep Church Causeway – **Abide by tree officer's recommendation.**

Update on removal of Hedgerow on Walton Road

Following a complaint from the PC about removal of the hedgerow on Walton Road, LCC enforcement team have now invoked the Hedgerow Regulations Act. The hedgerow must be replanted to the previous specification. PC will monitor the situation.

Westminster Yard – The PC have been made aware of unauthorised tipping in the area of the retrospective planning application for topsoil storage.

Agreed that the PC would investigate this matter and write to LCC.

GD

8. Parish Projects

Parish Map

Some amendments to draft text required. AR to review. Location of map to be discussed at next meeting.

AR

War Memorial update

No further developments.

9. Community Participation

Boston Spa Academy Future

Nicola Midgely updated the PC on developments concerning proposals for Boston Spa Academy.

The PC will be completing a survey at one of the drop-in sessions and will take into account Nicola's update to the meeting. The PC expressed concern about the absence of a full and comprehensive consultation process.

Bridge Lighting

Email sent to LCC street lighting department but no response yet. Clerk to chase.

Clerk

Defibrillator at The Pax Inn

West Yorkshire Ambulance Service has asked the PC to take over ownership of the defibrillator, currently located at the Pax Inn. There will be a small financial commitment. PC agreed to accept ownership. Clerk to contact Yorkshire Ambulance Service to arrange ownership transfer. **Clerk**

Resolved: To accept ownership of the defibrillator.

10. Organisational Matters**Tree management**

Quotes now received from Mike Rhodes re tree management and pruning. PC agreed to proceed with the quote. GD to apply for planning permission. **GD**

Resolved: to instruct Mike Rhodes to undertake tree work when approved.

Website Update

The new website needs further amendments. Clerk and AC to sort out. **Clerk**

Annual Parish meeting

The APM will be held at the school on Monday 23rd April. Clerk to email invites. **Clerk**

Press Protocol

Clerk to draft a protocol and circulate to Cllrs for approval. Will check YLCA for template.

Data protection regulations

Data audit and privacy notice drafted.

11. Infrastructure Report**Highways and Footpaths**

The area of Thorp Arch Park (at the junction of Dowkell Lane and Wood Lane) omitted from the highways maintenance programme is still outstanding. Clerk to chase. **Clerk**

Speed Indication Device (SID)

Funding has now been agreed for the Speed Indication Device.

Grass Verges on the Upper Green

PC has been informed that the road and footway in front of the cottages is adopted. LCC have been advised of the issue and assistance requested in resolving the matter. Currently awaiting response from LCC. **GD**

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

YLCA – Membership fees	£294.00
LCC – Hire of school hall	£45.00
C Williamson – Payroll services	£29.00
Vision ICT – Website design	£357.00
Arrowsmith Associates – Consultancy	£3000.00
Clerk – Monthly salary	£375.47
Clerk – HMRC income tax	£46.60
Clerk's expenses	£16.00

13. Minor items

None

Items for next agenda April meeting

14. Date of Next Meeting: Monday 9th April 2018 – 7.00pm at: All Saints Church – Thorp Arch.

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

Signed

Date