

BURLEY PARISH COUNCIL

Minutes of the Meeting of the Parish Council
held on **Thursday 10th September 2009**
in **The John Squire Room, Queen's Hall, Burley in Wharfedale**

Commenced: 7.30pm

Concluded: 9.55pm

Present: Cllr. Keith Dale (Chair)
Cllr. Kath Forrest
Cllr. John Horton
Cllr. Caroline Jones
Cllr. Matt Palmer (arrived late)
Cllr. Peter Riley
Cllr. Sylvia Tilford
Cllr. Mike Walker (arrived late)

Clerk: Mrs Jo Griffiths

070/0910 Chair's remarks

Cllr Dale opened the meeting and offered a welcome to the September meeting.

071/0910 To receive any apologies for absence

Cllr Jenkins had sent apologies, these were received and accepted.

072/0910 To receive any declarations of interest

Cllr Tilford and Cllr Horton declared an interest in the request for funding from Burley in Wharfedale Community Trust

073/0910 Public Participation

Members of Burley Millennium Theatre Group (BMTG) made representations to the parish council in regard to the proposal by Jolly Tots nursery to lease a further portion of Queen's Hall for use by the nursery. The Chair of BMTG circulated a copy of a letter stating that the group could not support the proposals. BMTG are opposed to the loss of community space within the hall as this would limit the future use and development of the space by BMTG and other groups. BMTG had previously lost access to backstage areas including the green room and caretaker's office which had already restricted the group in their activities.

Cllr Dale thanked members of BMTG for their contributions and advised that the council would discuss the matter later in the meeting.

Cllr Palmer joined the meeting at this point

074/0910 Minutes of the previous meeting

Proposed by Cllr Riley

Seconded by Cllr Jones

RESOLVED that the minutes of the meeting of 9th July 2009 be accepted as a true and accurate record.

075/0910 To receive minutes of the Planning Committee
A copy of the minutes from the planning committee meetings on 22nd June and 13th July 2009 were received.

076/0910 Minutes received from other organisations

- Minutes of Wharfedale PACT meeting 29th July 2009
- Minutes of Burley Website Committee 29th July 2009
- Minutes of Burley in Wharfedale Community Trust meeting – 11th August 2009

077/0910 Update from Neighbourhood Policing Team
PC Hudson circulated a copy of the NPT newsletter with the updated crime figures for August. Local priorities for August had been tackling speeding through the village and damage to vehicles on Grange Road. The local priority for September remained tackling speeding.
PC Hudson advised that crime overall remained low but that burglary to dwellings was increasing. Cllr Jones asked what action the police were taking to tackle the number of burglaries at homes along the railway line. PC Hudson advised that travelling criminals did pose a problem in the Wharfe Valley and the police were seeking to tackle this issue.

078/0910 Joint purchase with Menston Parish Council of a Speed Indication Display System
PC Hudson was invited to contribute to the discussion on this matter.
Councillors discussed the relative merits of a portable display system in relation to the current Speedwatch activities. Both systems required staff in attendance. The Speed Indication Display System offered immediate feedback to drivers on their speed. Speedwatch allowed the police to record the number and identity of speeding vehicles and to follow up with a letter. Councillors felt that Speedwatch was already quite visible around the village in different locations.
PC Hudson offered information on some of the different methods of tackling speed including the use of better quality laser guns and the use of fixed signs.
Proposed by Cllr Jones
Seconded by Cllr Horton
RESOLVED by a majority vote to advise Menston Parish Council that Burley Parish Council did not wish to share in the cost of purchasing a portable Speed Indication Display System.
The council noted that they would consider other anti-speed devices in the future.

Cllr Walker joined the meeting at this point

079/0910 Clerk's Report
The tree reduction programme on the village green had been completed. No further information had been supplied about a re-planting programme but the reduction in the number of trees and increased levels of light on the Village Green had been met with favourable comments.
The clerk had not yet succeeded in meeting with Simon D'Vali to discuss sight lines on the Generous Pioneer roundabout. This would be followed up again.
Contact had been made with one of the Trustees of the Burley in Wharfedale Educational Trust. The clerk would seek to gain more information.
Information had been circulated to councillors about strengthening works that are due to start on the A65 in the next few weeks.
An update had been received on rural transport from the former West Yorkshire Rural Transport Partnership. New funding had been obtained and a new rural accessibility programme is being established. The clerk had details of the funding involved.

The clerk had been contacted about the milestone or boundary stone on Menston Old Lane. There were concerns that the stone was not being properly looked after and required some form of registration or protection. Cllr Dale offered to look into this.

080/0910 Proposal to suspend the meeting

Proposed by Cllr Jones

Seconded by Cllr Riley

RESOLVED by a unanimous vote to suspend the meeting so that councillors could view the area at the rear of Queen's Hall being discussed under the next item.

The meeting was suspended at this point so that councillors could make a site visit to view the area of Queen's Hall under discussion.

081/0910 Queen's Hall

Cllr Dale re-started the meeting.

Councillors had heard the views of BMTG and received a copy of the plans and notes from Jolly Tots outlining the need for additional space for the nursery. The proposal would involve the creation of an additional doorway into Queen's Hall from Jolly Tots, removal of the shower and creation of a larger dressing room/staff room that Jolly Tots would lease from Bradford Council. Jolly Tots were offering BMTG exclusive use of the shared area and toilet facilities during the group's productions currently three per annum. Councillors expressed concern about the gradual encroachment upon the building. It was agreed that Jolly Tots provides a service to the community as does BMTG.

Councillors discussed the principle of whether this area should be shut off for other users and the need to retain flexibility for this public building. The Queen's Hall had been renovated for use as a community facility. Concern was expressed about the potential impact of the proposal in blocking off future users. The need to safeguard village facilities and support voluntary groups within the village was noted.

Councillors discussed alternative arrangements that would be less permanent. One suggestion was for permissive usage by Jolly Tots that did not involve a lease and would allow the nursery to use the space during specified business hours but leave the area free for use during evening and weekend hours.

Proposed by Cllr Jones

Seconded by Cllr Riley

RESOLVED by a majority vote that the parish council recommend to Bradford Council Halls Management staff that the proposal to lease additional space to Jolly Tots be declined and that the space should be retained for community use.

The council would indicate to Halls Staff that some other arrangements that allowed less formal access would be greeted favourably.

The parish council had also been asked to consider access to the John Squire Room by other village groups and organisations including BMTG. Even if the parish council was minded to make exceptions for certain groups the Halls Staff had stated clearly that it was not acceptable for the parish council to make exceptions. If the room could be used by one group then it must be open to all users. Not least for security reasons the council could not allow the space to be used by multiple users and it was agreed that the parish council would decline requests to use the room and it should be retained for exclusive use of the parish council.

082/0910 Burley Summer Festival Update

The clerk circulated a copy of the financial report on the Summer Festival. The Summer Festival Working Group had not yet held it's de-brief meeting and a decision as to whether a festival should run again next year had not yet been taken.

Cllr Dale offered thanks and appreciation to Cllr Tilford and the clerk for their work on the festival and a presentation was made to them.

Cllr Tilford gave some reflection on the festival – comments have been very positive, one of the aims had been to offer activities for all ages and interests and it was broadly felt that this had been achieved. There had been many favourable comments on the number of free or low cost activities. Some events had been less successful than hoped but overall events had been very well attended or over-subscribed. The festival would not have been a success if people from across the village had not taken part and shown commitment to events.

Cllr Tilford offered thanks to all those who had worked on the festival.

The final meeting of this year's working group would be on Monday 21st September at 7.30pm and all councillors were encouraged to attend. This group will decide if there is to be a festival next year and if so, then roles and activities within the group will be more structured.

083/0910

Burley House Field

Bradford Council's Miscellaneous Licenses Panel had met on Tuesday 8th September and agreed with the Inspector's decision to register Burley House Field as a village green. Councillors discussed the next stage and it was agreed that consultation with the village on what should be done with the field was urgently required. This had already started through the village website and would continue in the next parish council newsletter and the October Neighbourhood Forum.

Councillors discussed arrangements for management of the field and it was agreed that a variety of options should be explored. It is understood that the current tenant's lease expires in June 2010. Councillors were asked to consider the costs involving in managing the field. It was agreed that the council should ascertain what liabilities are involved and the monies required to address any current or future issues. This would include Bradford Council's responsibility as landowners to carry out this work and any special expenses potentially available for managing a Bradford Council asset.

Cllr Palmer indicated that Ward Investment Fund monies were still available for capital work but would be time-limited.

Cllr Tilford had information on the uses for and restrictions on Village Green land and these could be brought to the next meeting.

Proposed by Cllr Tilford

Seconded by Cllr Walker

RESOLVED that the Parish Council write to Asset Management at Bradford Council acknowledging Burley House Field's registration as village green and inviting discussion on the future management of the field.

084/0910

Yellow Rattle Seed

Proposed by Cllr Jones

Seconded by Cllr Walker

RESOLVED that the council purchase £100 worth of Yellow Rattle seeds to suppress grass growth on village roundabouts.

085/0910

Youth Shelter

Proposed by Cllr Jones

Seconded by Cllr Walker

RESOLVED by a majority vote to allocate £240 to repaint the Youth Shelter in Grange Road park. Clerk to ensure that the work is carried out in the appropriate paint.

- 086/0910 Parish Council Logo**
Proposed by Cllr Dale
Seconded by Cllr Jones
RESOLVED to defer discussion of this item until the next meeting.
- 087/0910 Dropped Kerbs**
Proposed by Cllr Riley
Seconded by Cllr Forrest
RESOLVED to forward the list of suggestions for additional dropped kerbs as circulated by the clerk to Bradford Council.
- 088/0910 Training & Away Day**
Councillors had received details of the conference at Scarborough on 31st October. Anyone wishing to attend should let the clerk know by 16th September. Councillors discussed the benefits of an away day to discuss issues outside of the time-constricted environment of the monthly full council meetings. Specific issues could be addressed as well as longer term and forward planning. A session could also be used to review the last three years and to assess the role and responsibility of being a councillor this could be through a facilitated reflection process. After discussion it was agreed that the clerk would look into the costs and format for a half day session.
- 089/0910 Shipley Area Safer Communities Fund**
The clerk had circulated details to councillors. It was agreed that the council did not wish to apply to this funding stream at this time.
- 090/0910 Shipley Area Committee Accessibility Consultation**
Councillors wished to respond to the consultation particularly highlighting difficulties in accessing hospital services in Bradford and at Airedale Hospital.
- 091/0910 Christmas Lights**
Burley in Wharfedale Community Trust (BWCT) had requested a financial contribution from the Parish Council towards the cost of this year's Christmas Lights.
Proposed by Cllr Jones
Seconded by Cllr Walker
RESOLVED to allocate £1,500 to BWCT for use in providing Christmas Lights.
- 092/0910 Parish Council Newsletter**
The next newsletter was due for printing at the end of the month. It would feature feedback and reflection on the Summer Festival and photographs could potentially be included. The clerk had obtained quotes for printing in colour and offering an eight page newsletter.
After discussion it was
Proposed by Cllr Palmer
Seconded by Cllr Jones
RESOLVED to spend up to £800 on an eight page part-colour newsletter.
- 093/0910 Parish Plan**
Proposed by Cllr Dale
Seconded by Cllr Walker
RESOLVED to defer discussion of this item until the next meeting.

- 094/0910 Reports from councillors on other meetings attended**
Cllr Dale had circulated a copy of his report from the NALC conference on 5th September.
- 095/0910 Reports from councillors on enquiries or concerns forwarded by residents**
None at this time.
- 096/0910 Correspondence – to note (all available from the Parish Clerk):**
- NALC E-Bulletin – 9th July 2009 & 31st July 2009
 - Invitation from Burley Trojans Juniors FC to attend the AGM on 16th July 2009
 - Information from the Home Office regarding the new Vetting and Barring Scheme and the Independent Safeguarding Authority
 - Rural Matters from Yorkshire & Humber Rural Affairs Forum – 16th July 2009
 - Letter of thanks from Burley Scout & Guide Association for award made July 2009
 - Letter of thanks from Burley Oaks Primary School for award made July 2009
 - Burley & District Chamber of Trade Newsletter – July 2008
 - Letter from Susan Hinchcliffe re: Burley House Field
 - Issue 7 of PlanIt Bradford – July 2009
 - Information from Lord Mayor’s Office re: Heritage Open Day at City Hall on 12th September 2009
 - Agenda for meetings of the Standards Committee of BMDC to be held on 13 August 2009 and 10th September 2009
 - Bradford District Community Safety Handbook 2009/10
- 097/0910 Schedule of Payments**
The schedule was circulated
Proposed by Cllr Palmer
Seconded by Cllr Walker
RESOLVED that the schedule of payments be accepted for payment.
- 098/0910 Minor items for action by the clerk between meetings and items for the next agenda**
Cllr Jones asked that the Welcome to Burley in Wharfedale sign at the Pudding Tree Garden is assessed to ensure that is still structurally sound as there is a large crack in it. Cllr Palmer advised that the re-surfacing work on Moor Lane was commencing and the speed bumps would be taken out. Consideration needed to be given to what form of traffic calming measure would replace them.
Cllr Palmer also advised that £3000 had been allocated by the Shipley Area Committee for speed reduction work on Sun Lane; councillors were invited to consider what might be appropriate.
Cllr Tilford requested that an item on the next agenda should be included to extend a 20mph speed limit throughout the village.
- 099/0910 Date and time of next meetings**
- 8th October & 12 November 2009 – Full Council
 - 14th September & 12th October 2009 – Planning Committee
 - 21st September 2009 – Summer Festival Working Group
 - 28th September 2009 – Maintenance & Allotments Committee
 - 15th October 2009 – Neighbourhood Forum