

BURLEY PARISH COUNCIL

Minutes of the Meeting of the Parish Council
held on **Thursday 8th October 2009**
in **The John Squire Room, Queen's Hall, Burley in Wharfedale**

Commenced: 7.30pm

Concluded: 10.00pm

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

Clerk: Mrs Jo Griffiths

100/0910 Chair's remarks

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

101/0910 To receive any apologies for absence

None.

102/0910 To receive any declarations of interest

None.

103/0910 Public Participation

None.

104/0910 Minutes of the previous meeting

Proposed by Cllr Jones

Seconded by Cllr Riley

RESOLVED that the minutes of the meeting of 10th September 2009 be accepted as a true and accurate record.

105/0910 To receive minutes of the Planning Committee

A copy of the minutes from the planning committee meetings on 3rd August and 24th August 2009 were received.

106/0910 Minutes received from other organisations

- Minutes of Wharfedale PACT meeting 9th September 2009
- Minutes of the Parish Council Liaison meeting 15th July 2009
- Minutes of the Wharfedale Activity Group meeting 24th September 2009

107/0910 Update from Neighbourhood Policing Team

PCSO Hodgson reported that the Neighbourhood Policing Team (NPT) was focussing this month on reducing parking on pavements. This had been identified as a local priority. Councillors asked for clarification on how much space was required to be left on a

pavement if a car was parked across it. PCSO Hodgson advised that a double buggy should be able to pass along the pavement or it was deemed to be an obstruction. It was reported that Inspector Sanderson is working with integrated youth support workers on the provision of youth services in the village. The clerk advised that youth services would be starting sessions at Queen's Hall in the near future; PCSO Hodgson would pass this information to Inspector Sanderson. Thanks were noted to PCSO Wade for his interaction with the young people attending the Cyber Café at the Methodist Church.

108/0910 Clerk's Report

The clerk reported she had spoken to Simon D'Vali re: the Generous Pioneer roundabout and Queen's Hall car park, queries that were outstanding for some months. He had promised to respond.

The parish council's comments re: Jolly Tots' proposed lease of the ladies changing rooms at Queen's Hall had been passed to Halls Management Staff at BMDC. It was understood that some discussion of an alternative proposal had taken place but no additional information had been formally given.

The work to re-paint the Youth Shelter in Grange Road park had been commissioned. The list of dropped kerbs had been forwarded to Traffic & Highways Engineers via the Shipley Area Co-ordinator's Office.

A request had been made for a quote to repair the Welcome to Burley in Wharfedale sign at the Pudding Tree Garden.

The clerk had details on a Rombalds Moor Business Workshop and would pass information to any interested councillors. Details had been passed to the Chamber of Trade.

Remembrance Day would be Sunday 8th November. The service would be 10.45am at St Mary's Church. The clerk would order a wreath.

The council had been offered a portrait of the well known poet William Watson who had once been a resident of the village. The portrait required collecting from the art dealer in London who was donating the painting. If anyone could collect the painting could they please let the clerk know.

Arrangements for covering the open mornings, clerking the neighbourhood forum and the planning meeting during the clerk's leave were discussed.

The clerk had met with one of the trustees of Burley in Wharfedale Educational Trust and updated the council. The trust had not met for some years and it was understood that at least one trustee had died. Significant funds were held by the Trust and the clerk had offered assistance in re-establishing the Trust. Some efforts would be made to contact existing Trustees and the clerk would remain in contact with the representative of the Trust.

Cllr Palmer joined the meeting at this point

The clerk reported comments from a local resident re: sale of East End allotments. A private email correspondence had followed. The clerk's email had been posted on the forum and this was drawn to Cllr Palmer's attention.

The clerk had passed the Certificate in Local Council Administration qualification.

109/0910 Speed limits and traffic calming

Moor Lane: Councillors expressed concern that there would be an increase in speeding traffic after the installation of the chicane and the re-surfacing of Moor Lane without re-introduction of any other traffic calming measures. Cllr Palmer reported that money was allocated for a traffic calming scheme on Moor Lane. The old bumps could not be replaced as they were sub-standard. Traffic and Highways officers were drawing up a potential scheme in conjunction with Ward Councillors. Wider consultation with the parish council and wider public would then follow. Councillors discussed possible schemes and

it was agreed to invite Simon D'Vali, Principal Engineer for Traffic & Highways in the Shipley area to a Parish Council meeting to discuss this and other concerns.

Bradford Road: a 40mph speed limit is in force. Concerns had been previously expressed about traffic travelling in excess of this speed and the dangers posed by cars overtaking. Traffic & Highways engineers had been unable to respond to the Parish Council's earlier suggestion that 'no overtaking' white lines be installed as there was no legal basis for this work as the road had good visibility. Councillors discussed the installation of a permanent Speed Indication Display System.

Sun Lane: Cllr Palmer reported that some funds had been allocated for speed reduction on Sun Lane after complaints from local residents. Councillors discussed the concerns and agreed to request that the police carry out speedwatch exercises in this area to determine how bad the problem is and if there is a perception of speeding rather than actual speeding.

Introduction of a 20mph speed limit through the village

Councillors had varying views on this topic. Comparisons were drawn with neighbouring communities such as Addingham where a 20mph limit throughout the village is in force. Concerns about speeding along specific roads e.g. Grange Road were discussed. Councillors agreed to seek advice from Simon D'Vali when he attended a parish council meeting.

110/0910

Burley Summer Festival

Cllr Tilford reported that the Summer Festival Working Group had met in September to review the first summer festival and to consider proposals for a second festival. After discussion it had been agreed to hold a second festival at the same time of year i.e. last week of August, in 2010.

The first festival had been initiated to a large degree by the parish council but this is seen as not sustainable if there are to be future festivals. Cllr Tilford asked the council to consider what form of support the parish council wished to offer a second festival. Would the council wish to retain a strong lead or perhaps look towards a more formal festival committee? What financial and administrative support would the council provide and to what degree would individual councillors become involved? It was felt that the work had fallen heavily on a few this year and a broader management committee would be essential.

Councillors discussed the importance of the parish council retaining a strong presence on any festival committee where parish council funds were involved. The Parish Council would retain a core presence with 3 or 4 councillors on any management committee thus allowing for a broader spread of responsibility and input. A priority for next year's festival would be to identify and assign specific roles within the festival organising committee. Councillors discussed the importance of involving more volunteers. It was agreed that a meeting of the new festival working group would be agreed for November and advertised at the Neighbourhood Forum.

111/0910

Burley House Field

Cllr Dale invited the clerk to provide a summary of correspondence since the last meeting. It was noted that consultation was on-going with the village on the future of the field and this item would not include a detailed discussion of the field's potential future uses.

The clerk had written to Asset Management and had spoken to Martyn Baldwin, Property Services Officer. Mr Baldwin had confirmed that BMDC would be willing to meet to discuss the future of the field. He had confirmed that the council would retain responsibility for the wall bordering Bradford Road because of the highways issues. It did not appear that any recent survey of the field had taken place but there were some issues with boundary fences, drainage etc.

Cllr Palmer advised that he was continuing to apply pressure at the District Council level over the future management of the field.

Councillors discussed the merits of a lease or a management agreement with Bradford Council for Burley House Field. Cllr Jones suggested that before any meeting with Asset Management some legal advice should be sought on the differences between the two. After discussion it was agreed that a meeting with Asset Management should be scheduled to include the Chair, Clerk and Cllrs Tilford and Riley but that legal advice should be sought from the Parish Council's solicitor before a meeting on the differences between leases and management agreements.

112/0910 Parish Council Logo

Councillors discussed the logos presented. None were felt to be just right. The clerk was asked to speak to the designer and see if a logo could be created which might include the Queen's Hall. This is the largest, publicly owned facility in the village. The clerk would also speak to the designer of the summer festival logo for ideas/input.

113/0910 Working Morning

Cllr Dale suggested a format for the session: a half day on a Saturday in January/February with a limited number of items to be discussed including: Burley House Field and the Parish Plan. Councillors agreed that they wished to include an item to discuss the development of the Parish Council particularly with a view to elections in 2011. A date of Saturday 6th February 2010 was agreed.

114/0910 Newsletter

Thanks were recorded to Ellesmere Press for designing and printing such a high quality newsletter for the agreed price of £800. Councillors discussed the positive feedback from the newsletter and the costs involved in producing the newsletter to such a high standard and in colour.

The clerk reported that InDesign computer programme could be purchased for around £150 that would allow her to design the newsletter with minimal input from the printers.

Proposed by Cllr Palmer

Seconded by Cllr Walker

RESOLVED that the parish council purchase the InDesign software and provide the necessary training for the clerk to be able to use it.

Cllr Jones requested that the clerk obtain three prices for printing the newsletter from different printers to ensure that the parish council is obtaining best value.

115/0910 Finance Summary

The clerk had circulated a financial summary and questions were invited. Clarification was sought on the amount brought forward from the reserves to meet this year's budget.

Proposed by Cllr Jones

Seconded by Cllr Tilford

RESOLVED to vire £1150 in the budget from Projects to Allotments to pay for the improvements to the disabled access for the Prospect Road allotments.

Proposed by Cllr Jones

Seconded by Cllr Jenkins

RESOLVED to vire £800 in the budget from the Summer Festival to Newsletter to pay for the most recent, eight page newsletter.

116/0910 Awards Scheme

There were no applications this quarter.

Cllr Tilford reported that she had been approached by a local business to enquire if the Parish Council would consider an application under the awards scheme to pay for

bollards outside the business premises to prevent vehicles parking on the pavement and breaking up the surface. After discussion councillors agreed that they did not feel that this was an appropriate use of the awards scheme.

- 117/0910 Parish Plan Update - Section E, The Environment**
Councillors discussed updates and additions to the plan. Cllr Jenkins would incorporate the changes.
Councillors agreed to put an item on the agenda for next month's meeting to discuss the provision of street lighting on snickets and footpaths around the village. Councillors were asked to think about this item before the next meeting.
- 118/0910 Reports from councillors on other meetings attended**
None at this time.
- 119/0910 Reports from councillors on enquiries or concerns forwarded by residents**
None at this time.
- 120/0910 Correspondence – to note (all available from the Parish Clerk):**
- Partnership Post – 21st September 2009
 - Rural Action Yorkshire – Yorkshire, A Celebration of Village Life – booklet commemorating 50th Anniversary of the Village of the Year Competition
 - Invitation to the Rombalds Moor Business Workshop – 21st October 2009
 - NALC E-Bulletin – 28th September 2009
 - YLCA training course information
- 121/0910 Schedule of Payments**
An amended schedule was circulated
Proposed by Cllr Palmer
Seconded by Cllr Riley
RESOLVED that the schedule of payments be accepted for payment.
- 122/0910 Minor items for action by the clerk between meetings and items for the next agenda**
Cllr Tilford advised that complaints had been made to WRUG (Wharfedale Rail Users Group) about not being able to buy tickets on the trains and the consequent long wait at Leeds to purchase a ticket. WRUG would be pushing for the introduction of one of the new, lighter and less expensive ticket machines at Burley station. The Parish Council was invited to add its support to this and write accordingly.
Thanks were recorded to the newsletter distributors for their work as this month's distribution had been larger than normal.
- 123/0910 Date and time of next meetings**
- 12th November & 10th December 2009 – Full Council
 - 12th & 26th October 2009 – Planning Committee
 - 15th October 2009 – Neighbourhood Forum