

# BURLEY PARISH COUNCIL

**Minutes of the Meeting of the Parish Council**  
held on **Thursday 8<sup>th</sup> April 2010**  
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. Peter Riley  
Cllr. Sylvia Tilford  
Cllr. Mike Walker

Clerk: Mrs Jo Griffiths

**259/0910 Chair's remarks**

Cllr Dale opened the meeting.

**260/0910 To receive any apologies for absence**

None.

**261/0910 To receive any declarations of interest**

None.

**262/0910 Public Participation**

None.

**263/0910 Minutes of the previous meeting**

Proposed by Cllr Jenkins

Seconded by Cllr Jones

RESOLVED that the minutes of the meeting of 11<sup>th</sup> March 2010 be accepted as a true and accurate record.

**264/0910 To receive minutes of the Planning Committee**

A copy of the minutes from the planning committee meetings on 22<sup>nd</sup> February 2010, 15<sup>th</sup> March 2010 and 24<sup>th</sup> March 2010 were received.

**265/0910 Minutes received from other organisations**

Copies of the following minutes were received:

- Parish Council Liaison meeting on 17<sup>th</sup> February 2010
- Leeds Bradford International Airport Consultative Committee on 4<sup>th</sup> February 2010
- Ilkley & District Road Safety Committee 24<sup>th</sup> February 2010

**266/0910 Update from Neighbourhood Policing Team**

PC Southgate circulated copies of the NPT newsletter. There had been 23 recorded crimes in March including a number of thefts from motor vehicles that had been left

unlocked. Officers had carried out some exercises to educate residents about locking vehicles. Four people had been arrested for the offence.

Local priority remained to carry out speedwatch exercises.

Cllr Riley sought clarification on the ability of the police to pinpoint location when dialling 112 from a mobile phone. PC Southgate confirmed that this did allow emergency services to find locations more easily and was useful in less accessible locations.

The vandalism to two parking signs on Prospect Road was brought to the attention of PC Southgate. The signs had since been retrieved and would be re-erected by Traffic & Highways.

**267/0910**

### **Clerk's Report**

Burley in Wharfedale Community Trust had sent a letter of thanks for the Parish Council's offer to pay for the hanging baskets.

PCSO Wade would be carrying out an event on 17<sup>th</sup> April at the Cricket Club to secure number plates with security screws helping to prevent theft.

The Parish Council had been contacted by a local business woman who was concerned by the increase in business rates for the next year. The Chamber of Trade had been consulted but did not know anything about it. The Chamber is holding a meeting this week and it was understood that the matter would be discussed. Some advice had been received to indicate that owners would need to appeal individually as the estimated rents used by Bradford Council to calculate rents were incorrect.

The clerk and Cllr Dale had met with Tony Kilner, ex-Clerk to the Trustees for Burley Educational Trust. Mr Kilner had handed over a lot of the background papers and had given some advice on how to proceed in re-activating the charity. It was agreed that the clerk would write to the Charity Commission asking for permission for Burley Parish Council to take a lead in reactivating the Charity.

The clerk asked councillors if they wished her to take any further the attempt to gain a seat on the Leeds Bradford International Airport Consultative Committee. Cllr Palmer had not advised of any progress on this matter. Councillors agreed not to take it any further at this time but would seek other ways in which to monitor the impact of the airport on the village.

The clerk circulated information that she had received from Bradford Council that offered advice on declaring interests.

The clerk had received emails regarding signage on Iron Row. Councillors were reminded that some discussion had taken place 2/3 years ago about a name change for the portion of the road at Greenholme Mills after confusion over the two parts of the road. The name change had been put on hold at that time as the proposed re-development of the mill would have made a change necessary at some point. The mill re-development had not taken place and it is understood that businesses are once again leasing space in the mill. Councillors asked the clerk to talk to Bradford Council about some new signage on the village side to advise that there is no access to the mill.

The clerk had not received a response from Street Scene Officers regarding gritting routes.

The clerk had not received a response from councillors to the request at the last meeting to formulate a response on the Ilkley Grammar School proposals. Councillors agreed that they wished to send a letter to the consultation noting that they understood the need for action but expressing concern on the following points: a sufficient case has not been made to justify building in the green belt; there are serious concerns about the access to the school and the safety of pupils; there are concerns about the size of the school and that even an extended school will not provide enough places for all children in the Wharfe Valley. It was also felt that insufficient consideration has been given to alternatives: building a dedicated sixth form centre on the former Middle School site or building another

secondary school in the valley that would provide spaces for Burley & Menston children whilst allowing Ilkley Grammar School to remain on its current site.

The clerk had written to the Ilkley Gazette correcting the mistake printed in the paper re: purchase of Burley Grange in 1904. Councillors agreed that the clerk should write again expressing disappointment that the newspaper had not corrected its mistake nor printed the council's letter correcting it.

Philip Davies MP had forwarded concerns from a local resident re: dog fouling. The clerk had replied advising what action the Parish Council had taken via the newsletters to educate residents on this subject.

A complaint had been received about the tatty Union flag on Queen's Hall. The clerk had advised that the flag would shortly be replaced with the St George flag and the complaint had been passed on to the Halls Management staff.

Bradford College had written to the parish councils in Ilkley, Addingham and Burley to suggest a meeting to discuss the future of education provision in the Wharfe Valley in the light of the closure of Bridge House. Councillors agreed that the clerk should respond positively and that the Parish Council would look out the assurances given by Bradford College at the time Burley Grange was closed.

**268/0910 Burley House Field**

The farmer who currently leases the field from Bradford Council has written to the Parish Council asking to renew his lease for grazing cattle. Councillors agreed that without a lease from Bradford Council the Parish Council is unable to give consideration to any agreement to sub-let. The clerk was asked to write back advising this. The clerk was also asked to contact Asset Management seeking assurance that they would not be entering any agreement to re-let the field to the farmer.

The clerk advised she had written to the Head of Asset Management and copied it to the District Councillors regarding the Heads of Terms and setting out the Parish Council's objections. Mr Bell is urged to act quickly to fulfil the spirit of the original resolution on management of this land. A copy of the letter and the Heads of Terms had been sent to the Parish Council's solicitor.

Councillors agreed that if a response was not promptly received from Asset Management the clerk should write to the Leader of the Council and the Chief Executive stating that Asset Management were not operating within the spirit of the resolution and pointing out the cost to the council of all the work.

Councillors discussed the mechanisms for making a formal complaint to the council.

**269/0910 Summer Festival 2010**

Cllr Tilford reported that the programme was coming together with the addition of a number of new events including a Farmers Market. If successful, the Farmers Market could become a regular event in the village. Some concern was expressed about the impact on local businesses but there is nothing to stop to them taking part if they are selling locally sourced produce.

It was urgent that a letter should be sent to Burley in Wharfedale Community Trust requesting a contribution towards the festival costs. The clerk would do this as soon as possible.

Some events require finalising and there are issues regarding the cost of some events that need to be resolved.

**270/0910 Save Our Stones**

The clerk was liaising with the various parties to organise a meeting to try to move this matter forward. Bradford Council officers have indicated their willingness to participate but a final date has not yet been confirmed due to annual leave by those involved.

Cllr Riley asked if the Ramblers Association is involved and if not, they should also be invited to participate.

**271/0910**

**Water Feature**

Cllr Walker reminded councillors that in 2006 an individual alleged that she had slipped on the stones at the water feature and broken her shoulder. A legal case was brought against Burley Community Council as they had responsibility for the feature at that time. The case had recently gone to court and the judge had dismissed the claim and awarded £10,000 costs against the complainant.

**272/0910**

**Issues Arising from the Annual Meeting**

The annual meeting had not been well attended.

A question had been raised about encouraging cycling in the village and some discussion took place on how this could be achieved. It was suggested that information could be included in the next newsletter. Councillors agreed that if the Grammar School is moved to its suggested new location then the Parish Council should seek to re-open discussion on the idea for a cycle path from Burley to Ben Rhydding.

A notice board for the west end of the village had been suggested. The clerk would clarify who has the board and what is intended to go in it. With the provision of a new notice board on the side of Queen's Hall it was queried as to whether another board was desirable.

Signs indicating that you are entering the village had been discussed and the clerk was asked to find out the cost of providing these signs.

**273/0910**

**Photocopying facilities at Burley Library**

The clerk had received a response to the Parish Council's offer to share the cost of provision of a photocopier at Burley Library. Library Services had declined the offer. Councillors and library staff in Burley were disappointed in this response and it was agreed that the clerk should write again to express the disappointment that they were not giving greater consideration to working in partnership with local organisations.

**274/0910**

**Logos**

Councillors looked at some amended logos. Suggestions for change were made and it was agreed that the clerk would feed these back to the designer and then brought back to the next meeting.

**275/0910**

**Meeting Dates 2010-11**

Councillors had received a copy of the draft meeting dates for 2010-11. There were no revisions suggested and these would be brought back to the May meeting for official adoption.

**276/0910**

**Awards Scheme**

Three applications had been received and councillors had copies of the full grant applications. The clerk advised that the Awards Scheme budget for 2010-11 is £2,000. The remit for the scheme states that no more than 60% of the scheme should be spent in the first six months. With this in mind it was agreed as follows:

**3210 Toddler Group**

The club had applied for £434.63 to purchase play equipment

Proposed by Cllr Riley

Seconded by Cllr Walker

**RESOLVED to award £400 to 3210 Toddler Group**

*Local Government (Miscellaneous Provisions) Act 1976 Section 19*

**Little School Pre-School**

The club had applied for £500 to assist in development of a sensory garden

Proposed by Cllr Riley

Seconded by Cllr Walker

**RESOLVED to award £400 to Little School Pre-School**

*Local Government (Miscellaneous Provisions) Act 1976 Section 19*

**Burley Millennium Theatre Group**

The club had applied for £500 to purchase stage equipment

Proposed by Cllr Riley

Seconded by Cllr Walker

**RESOLVED to award £400 to Burley Millennium Theatre Group**

*Local Government Act 1972, section 145*

**277/0910****Internal Auditor**

Proposed by Cllr Jones

Seconded by Cllr Walker

RESOLVED to appoint Mr Keith Pickles as internal auditor for the financial year 2009-10.

**278/0910****Revisions to the Parish Plan**

Cllr Tilford had received some minor revisions to the draft plan she had circulated. To progress the plan it was agreed to form a small working group of Cllrs Tilford, Jones, Dale and Jenkins to finalise the draft and bring it back to the May meeting.

Some discussion took place on the scale of the plan and whether it is working document for the Parish Council or a more aspirational document for the whole village. It was felt that it was a wider document that included priorities for the parish council and other organisations such as Shipley Area Committee and Bradford Council.

**279/0910****Noise Action Plan Consultation by Leeds Bradford International Airport**

Cllrs Riley and Jenkins had prepared some comments and after discussion it was agreed that the Parish Council would respond to the consultation on the following points:

The consultation included many maps but not a map of the Noise Preferential Route; this map used to be available on the website but no longer appears to be there;

There is a lack of a Noise Preferential Route for arrivals. Consideration should be given to developing this with adequate time for a full consultation on this subject with the local community;

The table showing noise levels in dwellings does not indicate where the dwellings are located; this information would be helpful;

Cllr Riley requested an item at the Neighbourhood Forum in June inviting residents to contribute their views on the airport.

**280/0910****Ward Investment Fund**

Following on from the last meeting and the discussion with Michael Churley it has been confirmed that the £5,000 allocated to the Christmas Lights did not include the additional lighting columns supplied in 2008. A further £5000 is available for environmental improvements that can be nominated by the Parish Council.

**281/0910****Standing Orders**

This item was deferred until the next meeting.

- 282/0910 Refurbishment Costs for John Squire Room**  
 The clerk circulated the latest estimates for work to re-furbish the room. Luncheon Club has now moved from Queen's Hall to St Mary's Parish Centre, cupboards would no longer be required in the annexe.  
 Cllr Jones would provide the clerk with some information regarding chairs.  
 Proposed by Cllr Riley  
 Seconded by Cllr Walker  
 RESOLVED to allocate a budget of £3,500 to the refurbishment of the John Squire Room.  
 The clerk would discuss the proposals with Halls Management Staff.
- 283/0910 Review of Section F (Community) of the Parish Plan**  
 This item was deferred to the next meeting
- 284/0910 Reports from councillors on other meetings attended**  
 This item was deferred to the next meeting
- 285/0910 Reports from councillors on enquiries or concerns forwarded by residents**  
 Cllr Jones had received complaints about the entrance to the children's playground. Work was supposed to have been carried out to improve the access before the end of March.  
 The clerk would check what was happening.
- 286/0910 Correspondence – to note (all available from the Parish Clerk):**
- Report & Accounts for West Yorkshire Pension Fund for year ending 31st March 2009
  - Partnership Post – 16th March 2010
  - Information from the Lord Mayor's Office on special events including St Georges Day Lunch & Black Dyke Band Concert
  - Progress report from Burley Oaks Primary School on the outdoor classroom project and use of the funding provided by Burley Parish Council
  - Issue 14 of Craven Rail
  - Letter from Philip Davies, MP regarding dog fouling
- 287/0910 Schedule of Payments**  
 The revised schedule was circulated  
 Proposed by Cllr Jones  
 Seconded by Cllr Riley  
 RESOLVED that the revised schedule of payments be accepted for payment.
- 288/0910 Minor items for action by the clerk between meetings and items for the next agenda**  
 None
- 289/0910 Date and time of next meetings**
- 13<sup>th</sup> May 2010 – Annual Meeting of the Parish Council
  - 19<sup>th</sup> April & 10<sup>th</sup> May 2010 – Planning Committee
  - 17<sup>th</sup> May 2010 – Maintenance & Allotments Committee