

BURLEY PARISH COUNCIL

Minutes of the meeting of the Maintenance & Allotments Committee
held on Monday 23rd March 2009
in the John Squire Room, Queen's Hall

Commenced: 7.30pm
Concluded: 9.20pm

Present: Cllr. Keith Dale (Chairman)
Cllr. Kath Forrest
Cllr. John Horton
Cllr. Caroline Jones
Cllr. Peter Riley
Allotment representative Juliette Newsham

Clerk: Mrs J Griffiths

M63/0809 Chairman's remarks

Cllr Dale opened the meeting; in the absence of Cllr Walker and Cllr Tilford he would be chairing this meeting

M64/0809 Apologies

Apologies were received and accepted from Cllr Tilford, Cllr Walker and allotment representative Pete Burnell.

M65/0809 To receive any disclosures of interest

None

M66/0809 Public Participation

None

M67/0809 Minutes of the previous meeting

Proposed by Cllr Jones

Seconded by Cllr Riley

RESOLVED that the minutes of the meeting of 29th January 2009 be accepted as a true and accurate record.

M68/0809 Clerk's Report

The clerk reported that the £100 allocated for plug plants on the Otley roundabout would be carried over into the next financial year.

Cllr Walker and the clerk would commence work on a statement of management of the village green in the coming weeks.

The issue regarding overgrown shrubs and trees on Leatherbank had been referred to the Rights of Way Officer at Bradford Council. Maintenance staff from Bradford Council would attend to this area.

M69/0809 Village Green

The clerk reported that despite various letters to Asset Management at Bradford Council re: tree management programme for the Village Green no answer had been received. The most recent letter had also been copied to Chris Flecknoe, Shipley Area Co-ordinator. Councillors discussed the next course of action and it was agreed that the clerk would ascertain the details of the customer service charter operated by Bradford Council and once this had been breached to refer the matter to Customer Relations at Bradford Council.

Signed

Date

Cllr Dale reminded the committee that the Saturday Morning Working Group would meet again this weekend. As many volunteers as possible were encouraged to attend. Cllr Riley asked that during the working mornings the water courses around the Village Green were checked for Himalayan Balsam and where found, it is removed.

M70/0809 Legal Transfer of Allotments from Bradford Council to the Parish Council

The clerk reported that the legal transfer was no further ahead than at the last meeting. Asset Management had reported that day that they were chasing up their legal department. It was known that other parish councils were having problems with Asset Management over the legal transfers and if necessary this could be raised as an issue at the next Parish Council Liaison meeting.

M71/0809 Allotments Newsletter

There would be a second issue of the Allotments Newsletter in the next few weeks. Content was discussed including the changes to rents and the provision of a skip.

Allotment representatives were asked for their input and it was agreed that a reminder to tenants that bonfires were not permitted would be included.

M72/0809 Prospect Road Allotments

The clerk had received a quote from a local tarmacadam company to create disabled access to the Prospect Road site. Councillors discussed two options: to tarmac a narrow strip that could be straddled by a vehicle or to tarmac the full width. After discussion it was agreed to arrange an on-site meeting between the contractor and the driver of the vehicle that delivered manure to the allotments to ensure that the new access route would not be damaged by vehicle access.

Proposed by Cllr Jones

Seconded by Cllr Riley

RESOLVED that up to £1000 be spent on creation of the disabled access subject to the clerk ensuring that the new access route works for all parties involved.

Cllr Riley reported that he had confirmed with a local resident his willingness to make a notice board for the allotments for the cost of the materials. The clerk would provide details of the dimensions required.

Cllr Tilford and Riley had looked at the borders of the Prospect Road allotment site. The boundary onto the beck was somewhat overgrown in places but not impeding the flow of the water course at the current time. The newsletter would ask those tenants with a boundary onto the beck to ensure that the water course remained free from obstruction.

Following on from allotment inspections carried out by Cllrs Tilford and Riley, letters had been sent to five tenants asking them to carry out further works to their plots or to surrender all or part of them.

After discussion it was agreed that a skip would be provided for the Prospect Road site over the bank holiday weekend in early May. Notice would be given via the Allotments Newsletter.

M73/0809 Aireville Terrace Allotments

InCommunities had advised that they would not fence the perimeter of Mr Thornton's allotment that bordered their flats due to budgetary constraints. As this issue had been on-going for a number of years, the clerk suggested that the parish council pay for the fencing.

After discussion councillors agreed that the clerk should again pursue this with InCommunities as the boundary was theirs and they had a legal duty to carry out the work.

M74/0809

Oak Avenue Allotments

The Secretary of the East End Allotment Society had confirmed that she had no knowledge of tenants being asked to relinquish their plots. The lost cheques for payment of the annual levy had been cancelled and a new cheque issued. The new cheque had not yet been cashed but verbal confirmation of receipt had been received from the Treasurer of the society. The clerk had spoken to the Legal Advisor at National Society of Allotment & Leisure Gardeners (NSALG) re: compulsory hire of allotments. The unused allotments on the East End Allotment Site were certainly possible sites for compulsory hire at an agricultural rent. To start the process of compulsory hire of allotment space an application would need to be made to the Department of Communities and Local Government. Councillors discussed action and were pleased that these sites could be brought back into use. It was agreed that the clerk would write to the Secretary of the East End Allotment Society stating that the council was aware that there were a number of unused sites and asking her to advise members that compulsory hire of allotments was a course of action open to the council and one that it would be pursuing.

M75/0809

Allotments on Burley Oaks Primary School Playing Field

Officers at Asset Management had advised the clerk that they were not willing to take forward the proposed scheme at this time due to the timescales involved in completing an application to Department of Children, Schools and Families (DCSF) and the change of use implications that would need to be referred through the Planning Department.

The clerk had discussed the planning implications with planning officers at Ilkley Planning Office and councillors were in agreement that the clerk should seek pre-application advice from Martyn Burke, Senior Planning Officer at Ilkley in regard to the change of use.

It was also agreed that advice or input should be sought from YLCA on this subject.

M76/0809

Litter Bins

The clerk had received a list of the location of all litter bins in the village. Cllr Riley and Cllr Forrest would divide the list and report back to the committee on which bins needed replacing or repainting. This list would then be forwarded to Bradford Council for action.

M77/0809

Hanging Baskets on new lighting columns on Main Street

Cllr Riley had provided the clerk with a quote from a local company to provide hanging baskets.

It was the committee's understanding that the provision of hanging baskets would be arranged by Burley in Wharfedale Community Trust.

The committee expressed concerns over the high level of maintenance required by hanging baskets.

M78/0809

Wildflowers planting on the staithe on Bradford Road

Councillors discussed planting wildflowers along the staithe on Bradford Road. For an initial outlay of £500 and if properly managed, plug plants would give a

good spread of wildflowers in this area. Councillors discussed the likely timescale for planting this year and it was agreed that Cllr Riley and the clerk would explore applications for funding to purchase the plants.

M79/0809 Village Clean Up Day 2009

Councillors discussed the need for a clean-up day in the village and recruiting other village groups to assist as in previous years. It was felt that a priority was to carry out a litter pick at Burley Woodhead and to do so now before new growth along the roadside. After discussion it was agreed that Cllrs Jones, Dale and Riley would carry out a litter pick at Burley Woodhead on Sunday 29th March. The clerk would request extra bags and litter pickers from Street Cleansing and arrange for a pick of the rubbish collected.

It was agreed to discuss further clean-up activities at a later date.

M80/0809 Communal Compost Facility

At the last meeting councillors had been asked to give further consideration to a site for a communal compost facility. This would also provide a site for Bradford Council staff to deposit grass clippings from the cutting of verges and roundabouts. Councillors were unable to identify a site within the parish. Cllr Riley advised that Ian Wood from Bradford Council had informed him that the council would be using machines to collect the grass clippings this year and would dispose of them at their own facilities.

M81/0809 Burley Village Wildlife Group

Cllr Riley advised that Bradford Council were liaising with him re: cutting regimes for the verges and roundabouts. This was a positive step forward.

The Group would continue their work this year to eliminate Himalayan Balsam from the village.

M82/0809 Overhanging Trees & Shrubs

Cllr Tilford was pursuing issues regarding overgrown and mature trees and shrubs along Jumb Beck Close that had been reported at the last meeting.

M83/0809 Future meeting

The next meeting of the Maintenance & Allotments Committee would be on Thursday 7th May 2009 in the John Squire Room, Queen's Hall.

M84/0809 Minor items and items for the next agenda

Cllr Horton noted that building supplies were consistently being left on the grass verge outside 2 Norwood Avenue. It was agreed that the clerk would write to the homeowner asking them to stop.