

BURLEY PARISH COUNCIL

Minutes of the meeting of the Maintenance & Allotments Committee
held on Monday 18th May 2009
in the John Squire Room, Queen's Hall

Commenced: 7.30pm
Concluded: 9.20pm

Present: Cllr. Sylvia Tilford (Chairman)
Cllr. Kath Forrest
Cllr. John Horton
Cllr. Caroline Jones
Cllr. Mike Walker
Allotment representative Pete Burnell

Clerk: Mrs J Griffiths

M01/0910 Election of Chair
Cllr Walker invited nominations for the post of Chair of the Maintenance & Allotments Committee.
Proposed by Cllr Walker
Seconded by Cllr Jones
RESOLVED that Cllr Sylvia Tilford is elected Chair of the Maintenance & Allotments Committee for the council year 2009-10.

M02/0910 Election of Vice Chair
Proposed by Cllr Jones
Seconded by Cllr Tilford
RESOLVED that Cllr Mike Walker is elected Vice Chair of the Maintenance & Allotments Committee for the council year 2009-10.

M03/0910 Chair's Remarks
Cllr Tilford thanked the committee for electing her to the post of Chair. Cllr Tilford had started looking at the forms returned by residents for the Parish Plan review and noted that how many people valued the green spaces around the village. BMDC does a lot of the work in maintaining the green spaces but the Parish Council assists with this directly on areas such as the Village Green and indirectly by ensuring that BMDC carries out the work it is supposed to. Many of the negative comments about the village and its environment were in relation to dog fouling – an ongoing issue.
Within the next few weeks a decision can be expected on Burley House Field and the Parish Council may end up with some degree of responsibility for this land. Cllr Tilford asked the committee to give some consideration to the old railway line which is now in need of some more active management as a wildlife corridor. Whilst the Burley Village Wildlife Group may not wish to take on a further project there may be sufficient volunteers within the village to support another small group to work on this area.

M04/0910 Apologies
Apologies were received and accepted from Cllr Dale and Cllr Riley.

M05/0910 To receive any disclosures of interest
None

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Signed

Date

- M06/0910 Public Participation**
None
- M07/0910 Minutes of the previous meeting**
Proposed by Cllr Jones
Seconded by Cllr Horton
RESOLVED that the minutes of the meeting of 23rd March 2009 be accepted as a true and accurate record.
- M08/0910 Clerk's Report**
The clerk would write to the residents of 2 Norwood Avenue regarding building supplies blocking the public highway.
Cllr Riley had purchased and planted £100 worth of plug plants on the Otley roundabout.
The second Allotments Newsletter had been sent out at the beginning of April. A skip had been provided for the Prospect Road allotment. A further skip had been supplied after the first skip had been filled within 24 hours. It had not been possible to get the skip onto the allotment site and it was suspected that some of the rubbish had not come from the allotments. A note would be included in the next newsletter to ask residents not to dump rubbish in this way. Some asbestos sheets had been left behind after the skips had been removed and the clerk had contacted Environmental Health Officers at BMDC to have these taken away
- M09/0910 Village Green**
The clerk reported that officers from Asset Management had contacted her and offered an apology for the delay in carrying out the tree management work. The work was now scheduled for September this year. The clerk had requested a copy of the planned works; despite reminders this had not been forthcoming. Clerk would continue to pursue.
Cllr Tilford and Cllr Walker would commence work on the management statement for the Village Green and bring it to the next meeting. Cllr Tilford noted that herbicide had recently been applied around the Village Green, it was unclear who had applied the herbicide and enquiries at Bradford Council had not been responded to.
The committee noted the proposals for a memorial bridge on the Village Green that had been discussed at full council.
The working group on the Village Green had not yet found a satisfactory method of disposing of the clippings from shrubs. Cllr Tilford had become aware from reading past BCC minutes that BMDC had made a commitment to maintain the shrub beds although in practise, for the last 3 years this has been done by the Parish Council. It would not seem unreasonable to request that BMDC dispose of the prunings. The committee discussed hiring a shredder but it was agreed to request that BMDC deal with the accumulated prunings when they carry out the tree reduction in the autumn.
Cllr Tilford advised that there was insufficient composting of weeds on the Village Green as all available bins were being used for leaves
Proposed by Cllr Tilford
Seconded by Cllr Walker
RESOLVED to purchase one further compost bin.

Cllr Walker advised that it was still not confirmed if Zachary Saye would visit at the end of the month. If he is available then he would come down to the working group. A good turn out of councillors for this working group was requested. The committee noted that the water feature had been cleaned.

M10/0910 Legal Transfer of Allotments from Bradford Council to the Parish Council
The clerk had been in repeated correspondence with officers at Bradford Council. On 6th May they had advised that Title had been sent off and draft legal papers would be dispatched shortly.

M11/0910 Prospect Road Allotments
Two notice boards had been made for the site. Cllr Walker and Cllr Tilford would liaise over collection. Clerk to request a price for putting them up. The clerk had received a complaint about the area next to allotments 1a and 1b. The soot bin was no longer used, rubbish was being dumped and the area was generally untidy. There were also some issues regarding the perimeter of the allotments. After discussion it was agreed to nominate a clean up morning at the end of June/early July and encourage allotment holders to come down and participate. A skip would be provided that morning for any rubbish generated. Pete Burnell asked the committee to note that some rabbits had been spotted on the allotments. Whilst not a big problem at the moment it would be monitored so to avoid any larger problems in the future. Cllr Riley and Cllr Tilford had reviewed the Allotments Inspection Form. A copy of the amended form was circulated. Some discussion took place on the overall assessment categories and the role that maintaining biodiversity plays on allotments. It was agreed to circulate some further information on this subject and discuss it again at the next meeting.

M12/0910 Aireville Terrace Allotments
InCommunities had been contacted about the lack of fencing on the allotment bordering its land but a reply had not been received. Clerk would try again to get them carry out this work. Clerk would also seek quotes for fencing the allotment. Cllr Tilford suggested that the clerk make enquiries about installing a water supply to these allotments and this was agreed.

M13/0910 Oak Avenue Allotments
The clerk had not written to the East End Allotment Society about compulsory hire, this would be done ahead of the Society's AGM on 31st May. It was agreed that the committee would send a representative to the AGM.

M14/0910 Changes to Water Charges
The clerk had received a complaint from one of the allotment tenants about the changes to the water charges. The tenant suggested that water charges were calculated on a flat rate with a surcharge for full plots and a reduction for those who harvested water. The committee discussed the comments and agreed to maintain the current fee charges as they seemed the fairest way to calculate them but that the position could be reviewed at a later date. An increase in the number of taps had been requested by the same tenant. Due to the likely prohibitive cost of this exercise the committee advised that it had no current plans to consider this in detail.

M15/0910 Allotments on Burley Oaks Primary School Playing Field
Cllr Horton had done some initial surveys and maps of how many allotments could be accommodated on the site if the council were to be allowed to rent it. There was no further update on this project from Bradford Council. Some additional areas of the village that may be made available for allotment land were discussed.

M16/0910 Land on Cornmill Lane
Cllr Tilford and a local resident were working on planting this area, largely using plants donated but some additional plants were required
Proposed by Cllr Jones
Seconded by Cllr Walker
RESOLVED that Cllr Tilford spend £50 on additional plants for the land on Cornmill Lane.

Cllr Jones left the meeting at this point

M17/0910 Nominations for Smart & Clean Campaign
The committee agreed to nominate Back Lane for this scheme. The clerk would send in nomination forms.

M18/0910 Litter Bins
Cllr Riley and Cllr Forrest had carried out the survey and the results were passed to the clerk. A list of bins that required work or replacing would be passed to Bradford Council.

M18/0910 Burley Village Wildlife Group
Cllr Riley had provided an update from the Burley Village Wildlife Group that was read out by the clerk. The report included the planting on the roundabouts that the clerk had already noted. Cllr Riley continued to cultivate the grassy area outside his house with wildflowers despite some setbacks. Some progress had been made in getting Local Nature Reserve status for Sun Lane and the group would continue its work this year to eliminate Himalayan Balsam from the village. Cllr Riley had agreed with Ian Wood from Bradford Council that the mowing of the verges and roundabouts would take place between 23rd-25th June this year. Cllr Riley had looked at the staithe area and had confirmed with Ian Wood that it would not be a problem to put it on the some mowing regime as the verges and roundabouts. If this area was to be planted with wildflowers Cllr Riley had advised that this would need a lot of plug planting and could therefore be expensive. The committee agreed that wider consultation with the local community was required before the management of this area is changed and this would be brought to the June Neighbourhood Forum.

M19/0910 Overhanging Trees & Shrubs
The committee viewed pictures of the overhanging hedge at 6 & 8 Southfield Road. BMDC had looked at this site and could take action but the committee felt that the Parish Council should make one further attempt to get the residents to take action and request that they cut the hedge back to the boundary. If not, the matter would be referred to BMDC.
Cllr Tilford reported that Illsons had begun to cut back the hedges on Moor Lane after the letters from the Parish Council.

M20/0910 Future meeting

The next meeting of the Maintenance & Allotments Committee would be on Monday 20th July 2009 in the John Squire Room, Queen's Hall.

M21/0910 Minor items and items for the next agenda

Cllr Walker and Cllr Forrest expressed concerns about the height and density of the trees on the roundabouts particularly at the Generous Pioneer and Otley Old Road. The clerk would forward these concerns to the relevant officers at BMDC. Cllr Forrest was investigating why some houses were not receiving green recycling and would report back to the next meeting.

The clerk had received a questionnaire from Parks & Landscapes Services at BMDC requesting responses. Cllr Tilford and the clerk to look at this.