

## LEDHAM PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT THE LEDSTON LODGE EDUCATION CENTRE, NEW ROAD, LEDHAM ON WEDNESDAY 26<sup>th</sup> JANUARY 2022

**Present:** Councillors Audrey Taylor (Chairman), Chris Woodall (Vice-Chairman), Emma Broughton, Lynda Goodall, Wes Holleran, Andrew O'Leary and Paddy Parkes.

**In Attendance:** Chris Pilkington (Clerk & Responsible Financial Officer) and two members of the public

#### **22.1 APOLOGIES**

None.

#### **22.2 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

**(a) TO RECEIVE DISCLOSURES BY MEMBERS OF ANY DISCLOSABLE PECUNIARY INTERESTS FOR THE PURPOSES OF SECTION 31 OF THE LOCALISM ACT 2011 AND ANY OTHER RELEVANT INTERESTS UNDER THE MEMBERS' CODE OF CONDUCT**

There were no interests declared.

**(b) TO RECEIVE AND DECIDE UPON REQUESTS FOR DISPENSATIONS TO COUNCILLORS TO TAKE PART IN DISCUSSIONS AND VOTES WHERE THEY HAVE DECLARED DISCLOSABLE PECUNIARY INTERESTS**

There were no requests for dispensations.

#### **22.3 PUBLIC PARTICIPATION SESSION**

The members of the public present expressed their concern about planning applications 22/00021/FU and 22/00022/LI in relation to Manor Farm which were being discussed later in the meeting.

**RESOLVED:** That the concerns be noted.

#### **22.4 MINUTES OF PARISH COUNCIL AND PARISH MEETINGS**

**(a) DRAFT MINUTES OF THE ANNUAL PARISH MEETING HELD ON TUESDAY 4<sup>th</sup> MAY 2021**

The Clerk reported that he had yet to produce the draft minutes.

**RESOLVED:** That this be noted and the draft minutes presented to the next meeting of the Council.

**(b) MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 15<sup>th</sup> DECEMBER 2021**

**RESOLVED:** That the minutes of the meeting of the Parish Council held on Wednesday 15<sup>th</sup> December 2021 be approved as an accurate record and signed by the chairman of the meeting.

**(c) MINUTES OF THE MEETING OF THE STAFFING COMMITTEE HELD ON WEDNESDAY 19<sup>th</sup> JANUARY 2022**

**RESOLVED:** That the minutes of the meeting of the Staffing Committee held on Wednesday 19<sup>th</sup> January 2022 be approved as an accurate record and signed by the chairman of the meeting.

**22.5 UPDATE OF ONGOING ISSUES AND CONSIDERATION OF FURTHER ACTION**

**(a) PARKING AT END OF NEWFIELD WOOD NEAR TO RSPB FAIRBURN INGS CENTRE**

The Clerk reported that he had not made any progress regarding this matter since the last meeting.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**(b) CONDITION OF HANDRAILS ALONG HOLYROOD LANE**

The Clerk reported that he had again asked the Estate for an update as to when the handrails would be repaired or replaced but no reply had been received.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**(c) MAINTENANCE OF PATH NEXT TO ALL SAINTS CHURCH**

The Clerk reported that he had received an update from Leeds City Council as to when they would carry out the repairs to the footway, the chevron and part of the carriageway. They hoped to be able to begin the works in March.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**(d) FOOTPATH SIGNAGE IN THE PARISH**

The Clerk reported that he was still to contact the Estate and Leeds City Council about the sign off Newfield Lane.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**(e) FLOODING IN THE PARISH**

The Clerk reported that no new information from Leeds City Council.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**(f) RIGHT OF WAY ON PARK LANE**

The Clerk reported that he had yet to contact the Estate about the signage on Park Lane.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**(g) CHEQUERS INN, RENEWAL OF ASSET OF COMMUNITY VALUE STATUS**

The Clerk reported that he was still collecting the material needed to go with the application to list the pub as an asset of community value.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**(h) LOCAL COUNCIL AWARD SCHEME APPLICATION**

The Clerk reported that he chased YLCA to find out when they would receive a decision about the application.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**(i) QUEEN'S PLATINUM JUBILEE BEACONS – THURSDAY 2<sup>nd</sup> JUNE 2022**

Cllr Goodall reported that she had spoken to the Estate about using the Dutch barn at Manor Farm for the Jubilee event. Cllr Holleran reported that the residents group organising the event had met recently and were proposing to hold either a Friday evening event at the farm or an afternoon tea on the Sunday or both. A road closure notice might be needed and Cllr Holleran undertook to contact the Clerk with details as to when and where. The Clerk would contact Cllr Lewis about what funding might be available from the ward councillors to the group to cover the costs of any events.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

## 22.6

### PARISH COUNCIL MANAGED LAND AND PROPERTY

#### (a) PROVISION OF A DEFIBRILLATOR

The Clerk reported that the weekly checks on the device had taken place and been logged with the Yorkshire Ambulance Service.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

#### (b) JUBILEE GARDEN MAINTENANCE

Cllr Parkes reported that he continued to maintain the garden on behalf of the Parish Council.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

#### (c) CONDITION OF PARISH COUNCIL NOTICEBOARD

Cllr O'Leary reported that his joiner was still to have another look at the noticeboard.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

#### (d) MAINTAINANCE OF OTHER PARISH COUNCIL ASSETS

The Clerk reported that there were no issues to raise about any of the other assets of the Parish Council. It was though felt that the litter bins could be painted at some point.

**RESOLVED:** That this be noted.

## 22.7

### PLANNING AND HIGHWAYS MATTERS

#### (a) PLANNING APPLICATION 22/00021/FU, CONVERSION OF BARN TO THREE DWELLINGS, DEMOLITION OF MODERN AGRICULTURAL BUILDINGS AND ERECTION OF THREE DWELLINGS, CREATION OF NEW ACCESS AND ASSOCIATED DRAINAGE, MANOR FARM, NEWFIELD LANE, LEDSHAM

The Clerk reported that the Estate had facilitated a site meeting that morning with members of the Parish Council and residents to discuss the application. Members of the Council then reported back on their observations on the application, noted the views expressed by residents and a discussion took place. Concerns were raised about the application in relation to the lack of affordable housing in the proposals, the development not being in keeping

with the rest of the conservation area, the steep access route on to Holyrood Lane and other matters.

**RESOLVED:** That the Parish Council object to the application on the basis of the concerns discussed and that it seek a meeting with Mark Grainger, the Chairman of the trustees of the Wheler Foundation.

**(b) PLANNING APPLICATION 22/00022/LI, LISTED BUILDING APPLICATION FOR CONVERSION OF BARN TO THREE DWELLINGS, DEMOLITION OF MODERN AGRICULTURAL BUILDINGS AND ERECTION OF THREE DWELLINGS, CREATION OF NEW ACCESS AND ASSOCIATED DRAINAGE, MANOR FARM, NEWFIELD LANE, LEDSHAM**

The Clerk reported that this was a linked application to 22/00021/FU and it was agreed to object to it on the same grounds.

**RESOLVED:** That the Parish Council object to the application on the same grounds as its objection to 22/00021/FU.

**(c) PLANNING APPLICATION 20/08078/FU/E, PART DEMOLITION, CONVERSION AND EXTENSION OF EXISTING AGRICULTURAL BUILDINGS TO ONE DWELLING SITE, WARREN HOUSE FARM, CLAYPIT LANE, LEDSHAM**

The Clerk reported that the application had still to be determined by Leeds City Council

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**(d) PLANNING APPLICATION 21/03581/DPD, CHANGE OF USE OF AGRICULTURAL BUILDING TO THREE DWELLINGS, WARREN HOUSE FARM, CLAYPIT LANE, LEDSHAM**

The Clerk reported that the application had still to be determined by Leeds City Council.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**(e) PLANNING APPLICATION 21/07458/LI/E, LISTED BUILDING APPLICATION FOR EXTERNAL REPAIRS TO STONE WALLS, AND INTERNAL REFURBISHMENT INCLUDING REPLACEMENT MECHANICAL AND ELECTRICAL, GENERAL REPAIRS AND FULL REDECORATION, MANOR FARM, NEWFIELD LANE, LEDSHAM**

The Clerk reported that the application had yet to be determined by Leeds City Council.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**(f) PLANNING APPLICATION (SELBY) 2019/0547/EIA, PROPOSED CONSTRUCTION OF A MOTORWAY SERVICE AREA, LAND AT LUMBY, SOUTH MILFORD, LEEDS**

The Clerk reported that the application had yet to be determined by Selby District Council.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**(g) LEEDS CITY COUNCIL – CONSULTATION ON THE INSPECTOR’S PROPOSED MAIN MODIFICATIONS TO THE REMITTED PART OF THE SITE ALLOCATIONS PLAN**

**RESOLVED:** That the consultation be noted.

**22.8 PARISH MATTERS**

**(a) BATTLES OVER EVENT – 11<sup>th</sup> NOVEMBER 2018**

Cllr Holleran undertook to transfer the leftover monies to the Parish Council bank account.

**RESOLVED:** That this be noted and an update provided to the next meeting of the Council.

**(b) RURAL CRIME**

Cllr Woodall reported ongoing problems with unauthorized vehicles on fields. It was noted that the neighbourhood watch in the village was currently defunct.

**RESOLVED:** That this be noted, the clerk contact the rural crime officer, and an update be provided to the next meeting of the Council.

**22.9 MEETINGS**

**(a) YORKSHIRE LOCAL COUNCILS ASSOCIATIONS LEEDS BRANCH MEETING – TUESDAY 15<sup>th</sup> FEBRUARY 2022**

The date of the forthcoming branch meeting was noted. Cllr Taylor would be attending the meeting on behalf of the Council.

**RESOLVED:** That this be noted.

**(b) YORKSHIRE LOCAL COUNCILS ASSOCIATIONS REMOTE CONFERENCE –  
FRIDAY 25<sup>th</sup> MARCH 2022**

**RESOLVED:** That the details of the conference be noted.

**22.10 FINANCIAL MATTERS**

**(a) BANK RECONCILIATIONS FOR DECEMBER 2021 AND EXAMINATION OF  
BANK STATEMENTS**

**RESOLVED:** That the bank reconciliation and examination of the bank statements be noted.

**(b) BUDGET REPORT (DATED 21<sup>st</sup> JANUARY 2022)**

**RESOLVED:** That the report be noted.

**(c) BUDGET AND PRECEPT DEMAND FOR THE 2022/2023 FINANCIAL YEAR**

The Clerk presented a draft budget for the 2022/2023 financial year. A detailed discussion of each item of income and expenditure and a risk assessment of the levels of allocated and general reserves required by the Council then took place. With two amendments, namely the addition of £200 to the election reserve and £200 towards the clerk's expenses, the budget was adopted and a precept demand of £5,716 was agreed to be submitted to Leeds City Council.

**RESOLVED:** That the 2022/2023 budget as amended be adopted by the Council and a precept demand of £5,716 for the 2022/2023 financial year be submitted to Leeds City Council.

**(d) PAYMENTS FOR NOTING**

- (i) Autela Group Ltd, Q3 Payroll services, £42.60
- (ii) Mr Chris Pilkington, Q3 Salary, £434.40
- (iii) HMRC, Q4 PAYE income tax, £108.60
- (iv) Carter Jonas, Jubilee garden licence fee, £6

**RESOLVED:** That the payments be noted.

**(e) PAYMENT FOR APPROVAL**

The Clerk stated that he would bring his Q3 expenses claim to the next meeting of the Council.

**RESOLVED:** That this be noted.

#### **(f) INTERNAL CONTROL CHECKS**

The Clerk reported that internal control checks had taken place before the meeting and no matters of concern had been identified. Now that interest on the deposit account was once again being paid the Council's reserves could be transferred to it.

**RESOLVED:** That this be noted, the Council's reserves transferred to the deposit account, and internal control checks be carried out before the next meeting of the Council.

#### **22.11 CORRESPONDENCE**

##### **(a) LEEDS CITY COUNCIL – CONSULTATION ON RENEWAL OF THE LOCAL DEVELOPMENT ORDER PERMITTING THE DEVELOPMENT OF A DISTRICT HEATING NETWORK**

**RESOLVED:** That the consultation be noted.

##### **(b) NATIONAL ASSOCIATION OF LOCAL COUNCILS – OFCOM REVIEW OF POSTAL REGULATION CONSULTATION**

**RESOLVED:** That the consultation be noted.

##### **(c) YORKSHIRE LOCAL COUNCILS ASSOCIATIONS – COUNCILLORS CONTACT DETAILS**

The Clerk reported that YLCA was offering members of member councils the opportunity to receive communications direct from them about YLCA and NALC rather than solely via the clerk to the council. He understood that at some councils the clerk didn't always forward information on to members whereas at Ledsham Parish Council YLCA and NALC communications were routinely forwarded on.

**RESOLVED:** That no change be made to the current arrangements and communications from YLCA and NALC continue to be circulated to members by the clerk.

#### **22.12 ITEMS FOR THE AGENDA OF THE NEXT MEETING**

**RESOLVED:** That setting a date for the next village tidy up day be placed on the agenda of the next meeting of the Council.



**22.13 DATE AND VENUE OF NEXT MEETING**

**RESOLVED:** That the next meeting of the Parish Council take place on Wednesday 23<sup>rd</sup> February 2022 at 7pm at the Ledston Lodge Education Centre, New Road, Ledsham.

Chris Pilkington PSLCC  
Clerk & Responsible Financial Officer  
Ledsham Parish Council  
22<sup>nd</sup> February 2022