



Steeton with Eastburn Parish Council



Minutes of the meeting held at the Bowling Pavilion, Steeton, Wednesday 10 February 2010 at 7.30 p.m.

Present: Councillors Thompson (Chairman), Blagden, Emmott, Hargreaves, Lambert, Mitchell, Pickard and Townend.

In attendance: Mrs C. Brown, Clerk

Councillor Mallinson, Ward Councillor.

1 Member of the public (until 7.45p.m.), 1 Member of the Press

Ms L Hollingsworth, Head of Primary Care, Services Development, NHS Bradford and Airedale

Ms M McEvilly, Principal Care Manager, Adult and Community Services, Social Services

Ms S Warstead, Primary Care Facilitator.

PC Southgate (until 8.00p.m)

10/021 Apologies
Apologies were sanctioned from Councillors Henson, Mullen and Weller.

10/022 Declaration of Interest
None

10/023 Minutes
Resolved: That the minutes of the council meeting held 13 January 2010 are approved as a true record and signed by the Chairman subject to the insertion of apologies from Councillor Weller.
The Clerk's report on action taken and information received on items discussed at the meeting held 13 January 2010:

Minute Number	Action/Information
	Note: The Clerk attended the VAT Seminar in Manchester on 27 January 2010, which was very informative. The Clerk has submitted a VAT claim for 1 April 2009 to 31 December 2009.
	Note: The litter bin outside the bowling club has been installed and the bin on the lamp standard between Elmsley Street and St Stephen's Road has been replaced.
	Note: The replacement car park sign at the end of Market street has been ordered.
	Note: Parks and Landscapes have agreed to carry out the cleaning of the war memorial at no cost to the parish council.
09/194	Bruce Andrews, Highways, is considering the marking out of parking bays on Mill Lane.
10/004	The Clerk posted an appeal for more speedwatch volunteers on the website
10/006	The Clerk has attended the Eastburn site virtually every day. Photographs and updates have been posted on the website.
	The technical officer has not responded to emails regarding Keighley Road Recreation Ground.
10/008	The Clerk wrote to the resident regarding the footpath between Dale Crescent and Skipton Road.
10/010	The Clerk wrote to the resident regarding the Section 106 agreement for the Thornhill Road development.
10/011	The Clerk informed Highways of the council's support for the traffic regulation order on Steeton Hall Gardens.
10/012	The room at Eastburn School has been booked for the Annual Parish meeting.
10/013	The 'Power of Wellbeing' training is confirmed for 2 March 2010.
10/014	The Clerk wrote to the resident regarding the increase in budget for 2010/11.
	The precept request was forwarded to Finance, Bradford Council
10/016	A request has been made to supply a litter bin on the green between Gamel View and Curren Walk. There has been no response as yet.
10/019	Comments about the Waste Management consultation document were forwarded to the LDF team

- 10/024 Police Issues
 i) Police report.
 PC Southgate attended the meeting and circulated copies of the NPT newsletter showing the crime figures for the area and the NPT priorities for the area of speeding vehicles on Skipton Road and Keighley Road and vehicles parking on Thornhill Road. PCSO Walton has patrolled Thornhill Road 14 times over the last month and identified cars causing an obstruction and had them removed. There will be another opportunity for local residents to have locking nuts put on their car number plates free of charge. PC Southgate also circulated information leaflets detailing the Police Pledge.
 ii) Speedwatch Initiative: Speedwatch was carried out on 9 February 2010 and 13 vehicles were reported for exceeding the speed limit.
 iii) Reports for communication to the police:
 - A report of rowdy behaviour on Skipton Road in the early hours of the morning.
 - A report of anti-social behaviour from a local resident. This is being dealt with by the police.
- 10/025 Reports from Invited Guests
 Lynne Hollingsworth, Head of Primary Care Service Development, NHS Bradford and Airedale attended the meeting to present the consultation document and associated location map marking the start of a joint consultation by Bradford Council and NHS Bradford and Airedale on new health and social care services for Keighley, Crossflatts, East Morton, Riddlesden, Silsden, Steeton and neighbouring areas. Ms Hollingsworth gave a presentation on the facilities that would be housed in the new Health and Wellbeing Centre. The two preferred locations were also discussed. Ms Hollingsworth also circulated information leaflets with details of how residents could respond to the consultation. These details will be posted on the parish council website and in the parish council noticeboards. The Chairman thanked the guests for attending and informing the council of the proposals.
- 10/026 Bowling Pavilion:
 i) It was reported that Bradford Council will inspect and repair or replace the faulty storage heater.
 ii) The report regarding the poor state of the snooker table at the bowling pavilion was noted.
 iii) Resolved: To approve the updated Fire Action Plan (Appendix 1)
- 10/027 Recreational Spaces
 Eastburn Playing Field:
 i) Councillor Pickard gave a report of the Steering Group meeting held 4 February 2010 the notes of which have been circulated to members. There were many ideas discussed for the opening event on 24 April 2010. The community planting day is Sunday 7 March at 11.00 a.m. The children's planting day will be confirmed with Eastburn School.
 ii) The Clerk reported that Landscape Engineering are progressing well with their contract and approximately £1000 will be spent from the contingency fund. The contractors hope to finish by the end of February.
 iii) Drainage work: The Clerk updated members on the drainage contract for information. A trustees meeting will be arranged to discuss the contract in more detail.
 iv) A briefing paper showing the budget for the play area which had been circulated previously was discussed.
Resolved: The updated budget for the play area project was approved
 Cleaning and Maintenance Contract:
 v) The current contractor is the only applicant who expressed an interest in the maintenance and cleaning contract.
Resolved: To offer Joel Westbrook, Greenfingers Garden Design, the maintenance and cleaning contract for 2010/11. The Chairman and Clerk signed the contracts which will be forwarded to the contractor for his signature
- 10/028 Community Facility
 Councillor Lambert gave an update from the Implementation Group. The group had informally interviewed four candidates to determine if they would be invited to tender for the consultancy work which will establish how to interpret a request in the Parish Plan for improved community focus. Three of the interviewees will be invited to tender for the work outlined in the brief drafted by the implementation group.
Resolved: The Clerk will send out the tender information to the three candidates with a deadline of 12 noon on 24 February 2010.
 The implementation group will bring a recommendation regarding the preferred candidate to the March parish council meeting.
- 10/029 Transport Issues
Resolved : To transfer the funds lodged in the parish council bank account for the improvements to the pedestrian access at Steeton and Silsden station to Bradford Council, Highways Department.

- 10/030 Thornhill Road Development
The proposed improvements to the junction of Thornhill Road and Skipton Road associated with the Thornhill Road development were discussed. Concerns were expressed that there is an intention to tie in traffic regulations to existing parking restrictions that are not currently in place. The plans are misleading in that it shows the retention of trees that will probably be killed by the retaining wall structure. Councillor Mallinson reported that a petition from residents regarding the loss of the trees has been sent to Bradford Council. There are also concerns about the siting of the pedestrian refuges with the proximity of junctions and bus stops and the impact the plan will have on the movement of emergency vehicles, especially ambulances trying to access Airedale Hospital. The council believes that it should have been consulted on the planned scheme as part of the planning process and requests that assurances are provided that any improvement scheme is completed prior to commencement of the building of houses on the site.
Resolved: To invite a Senior Traffic Engineer to attend a future parish council meeting to address the concerns of the parish council.
- 10/031 Risk Assessment
Resolved: To approve the updated Risk Assessment paper (Appendix 2)
- 10/032 Schedule of Meetings
Resolved: The schedule of meetings for 2010/11 was approved.
- 10/033 Youth Issues
The lodging of grant monies secured by the youth group in the parish council bank account until the group can open a bank account was discussed.
Resolved: To allow the youth group to lodge their grant funds in the parish council bank account until they open their own account.
- 10/034 Standing Orders
The purchase of a NALC publication with model standing orders and new legislation was discussed.
Resolved: To purchase the 'Standing Orders' publication at a cost of £25 plus postage and packing.
- 10/035 Internal Auditor
Members of the council were satisfied that Mrs Pearson has carried out the internal audit over the last three years with due diligence.
Resolved: To appoint Mrs E. Pearson as the internal auditor for the council year of 2009/10.
- 10/036 Finance
i) The subscription budget does not account for the payment of subscriptions to the Playing Fields Association and YRCC as the council joined these organisations after the preparation of the budget for 2009/10.
Resolved: To vire £88.00 from reserves to the subscriptions budget.
i) Accounts for payment
Resolved- That the accounts below are paid and the receipts and account balances be noted.

Community Account					
					£21,539.35
Date	Cheque/Ref	Payee	Details	Receipts	Payments
Date	Cheque/Reference	Payee	Details	Receipts	Payments
10 February 2010	100724	SLCC	Annual Subscription		£106.00
10 February 2010	100725	J. Westbrook	Cleaning/Maintenance (Invoices 110,111)		£207.50
10 February 2010	100726	HF Spencer	New transformer for Christmas Lights, replacement lights and labour		£198.38
10 February 2010	100727	C. Brown	Transport survey additional hours (26), + salary adjustment £187.43 Postage November 2009 to January 2010 £26.95 Pavilion keys (2) £9.00 Telephone expenses (Broadband + 1 quarter line plan) £86.32 Travelling and parking-VAT Seminar, Manchester £41.80		£351.50
10 February 2010	100728	Pennine Forge Ltd	Initial payment for ironworks,		£2,042.74

			Eastburn Playing Field		
10 February 2010	100729	Bradford Council	Transfer of funds lodged with the council for improvements to the pedestrian access at Steeton and Silsden station.		£9,999.99
10 February 2010	100730	Des Pickard & Sons Ltd	*Boulders for play area		£1175.00
10 February 2010	295	Silsden Town Council	* 50% Transport Working group costs	£64.99	
28 February 2010	SO	C. Brown	Salary		£613.27
				Closing Balance	£6909.96

*Invoices and receipts received after publication of the agenda

Business Base Rate Tracker Account					
			Opening Balance		£60,203.62
Date	Cheque/Ref	Payee	Details	Receipts	Payments
7 December 2009		Business Base rate Tracker A/C	Interest	£8.03	
			Closing Balance		£60,211.65

10/037 Bradford Council Minutes
No reports

10/038 Correspondence (For information and to inform future agendas)

- o Bradford Council: Partnership Post (Circulation envelope)
- o Eastburn School Newsletters (Circulation envelope)
- o Steeton School Newsletters (Circulation envelope)
- o Neighbourhood Watch Crime updates (Circulation envelope)
- o Community Alliance: details of a seminar 'Developing your community's assets': Forwarded to Councillors Mullen and Lambert who will both attend.
- o Lord Mayor of Bradford: Invitations to a civic reception: Forwarded to members
- o Plan-It Bradford (Circulation envelope)
- o Dog Warden service: Reply to complaint lodged by the Clerk and dog fouling leaflets: Noted
- o West Yorkshire Rural access to opportunities programme: Details of funding: Noted
- o Keighley Area Committee: Minutes 17 December 2009 (Circulation envelope)
- o LDF Team: acknowledgement of receipt of comments about the Waste Management consultation: Noted
- o Community Star awards poster and information (Circulation envelope)
- o HMRevenue and Customs: Reminder that PAYE returns must be filed online: Noted
- o Email from a local landowner regarding the provision of a safe pedestrian route to the play area, Eastburn: Noted
- o Email from the Chief Executive, KVS, regarding rural development work: Agenda item for the March meeting
- o Spinal Injuries Charity: request to publicise an event in May: Noted
- o BEAT: Notification of an energy training event: Silsden Town Hall, 3 March 2010: Noted
- o NSPCC: Request to publicise the helpline: Noted

10/039 Planning Matters

- i) Local Development Framework Documents: None
- ii) Local Development Framework Comments: None
- iii) Planning Applications to be considered:

a) 09/06102/HOU, Construction of conservatory to rear at 32 Heron Close, Steeton.

Resolved: The council will support the decision of the Planning Officer but will express concerns regarding the fire resistance of the construction in relation to the boundary.

b) 10/00041/HOU, Construction of decking to rear of house with privacy screening at 4 Elm View, Steeton

Resolved: The council will support the decision of the Planning Officer but will express concerns again about the impact of the development on the residential amenity of the adjacent properties with insufficient information provided by the applicant about the impact the construction will have.

c) 10/00247/HOU, Construction of conservatory and front porch at 12 Parkway, Steeton.

Resolved: The council will support the decision of the Planning Officer but will express concerns about the design of the porch as it is out of keeping with the surrounding properties.

iv) Planning decisions to be noted: None

v) Appeal Notifications: None

10/040 Land at Ash Grove

Resolved: That due to the confidential nature of the business to be discussed members of the public and press were requested to leave.

The marketing material and valuation of the land was discussed.

Resolved: To approve the marketing material for the sale of the land at Ash Grove with a minor

amendment of the directions to the site.

10/020

Member's Community Reports (For information and inform future agendas)

- A local resident expressed concerns about the muddy state of the entrance to the football field, Summerhill Lane, Steeton. Councillor Hargreaves will speak to members of the football club committee.
- Name plate at Stone Grove: A new sign for 1-10 Stone Grove has been provided but it has been located in the wrong place.
- Lyon Lane, Eastburn: There is severe road surface deterioration between lamps 8 and 10 by Lyon Farm.
- High Street, Steeton: The white lines for the slow and give-way signs on the road need repainting. There are concerns that cars are travelling too fast on this road which is used by many children walking to school.
- There are deep potholes on Mill Lane, High Street, Intake Lane and on both sides of the roundabout at the end of Station Road on the A629 bypass.
- The leaves need clearing from the grass on Corn Mill Green, Steeton.
- Councillor Emmott reported that she will complete a Food Hygiene course.

To note the date of the next meeting: **Wednesday 10 March 2010**, 7.30 p.m. at the Bowling Pavilion, Steeton.

There being no further business the Chairman closed the meeting at 9.50 p.m.

Chairman..... Date: 10 March 2010