



Steeton-with-Eastburn Parish Council

The Minutes of the Meeting held at the Bowling Pavilion, Steeton, Wednesday 1 April 2009 at 7.30p.m.

Present: Councillor Mullen (Chairman), Councillors Mrs. Blagden, Mrs Emmott, Hargreaves, Miss Henson, Mitchell, Mrs Pickard, Mrs Thompson, Mrs Townend and Weller.

In attendance: Mrs. C. Brown, Clerk,
5 Members of the public, 1 Member of the Press,
Councillors A. Mallinson and M. Kelly (to 8.15p.m.), Ward Councillors
Amy Rylance, Health and Wellbeing Development Manager, KVS.
PCSO Walton and PC Smith (to 7.50p.m.)

09/53 Apologies
None

09/54 Declaration of Interest
Councillor Thompson declared a personal interest in item 6 of the agenda, Stones on Chapel Road Recreation Ground, as an acquaintance of the complainant.

09/55 Minutes
Resolved- That the Minutes of the Council Meeting held on 4 March 2009 are approved as a true record and signed by the Chairman.
The clerk's report on action taken and information received on items discussed at the meeting held 4 March 2009:

Minute Number	Action/Information
09/39	Note: The April newsletter is nearing completion and will be printed and distributed in early April. Councillor Mullen presented the Parish Plan to the Keighley Area Committee on 11 March 2009. The policing pledge has been included in the newsletter as has a preliminary notice regarding the police surgeries. Inspector Sanderson will forward the dates for publication shortly.
09/40	A letter and accompanying photographs were sent to Councillor Kelly. Councillor Mallinson has confirmed that an application for £10,000 has been put in to the Ward Investment Fund. The Clerk has sent the Register of Interest form for the Playbuilder Funding.
09/41	The Clerk has sent a grant application to the Community Spaces fund for the drainage of the football pitch. The Clerk contacted Youth Services and asked for the plan of activities for 2009/10. The Youth Services department are in the process of recruiting staff and when this is completed a staffed programme will be planned.
09/43	The Joint Transport Group update has been included in the newsletter and has been uploaded on to the website.
09/46	The Clerk has arranged to visit the West Yorkshire Archives, Bradford Central Library, on 2 April 2009 to deposit the documents and maps in the archives store.
09/47	The Asset and Investment register was updated.
09/48	The Clerk is still investigating the mandate provisions and interest rates of other high street banks.
09/52	The damage to the surface to the south of Greenfield Joinery works has been reported to Yorkshire Water. The pothole on Green Lane will be repaired Station Road will be resurfaced as soon as possible and potholes monitored in the interim period. The leaking manholes adjacent to street lamp 29 have been reported to Yorkshire Water. Parks and Landscapes have been reminded about the capping stones at the Bowling Green and the bollards on Chapel Road Recreation Ground. The footpath between Sycamore Grove and Main Road, Eastburn, will be added to the list for surfacing but it may not be high on the list of priorities.

Pursuant to Minute 09/41: The Clerk has asked for clarification of the activities, frequency and staffing commitments of the proposed youth programme.

- 09/56 Reports from Invited Guests
 i) Amy Rylance, Health and Wellbeing Development Manager, KVS, outlined her role in building a sustainable relationship between the voluntary sector and statutory sectors in healthcare provision. Healthcare inequalities are to be addressed. There are plans to provide a Keighley area health and wellbeing facility by 2012. There will be a public consultation regarding the service provision at the facility and the parish council and individuals were encouraged to get involved in the consultation. Accessibility of the centre and its location should be considered along with appropriate transport links. The Chairman thanked Ms Rylance for attending the meeting.
- 09/57 Road Safety Issue
 A local resident had sent an email and addressed the council in the public participation time expressing concerns about speeding traffic on Keighley Road. The resident advocated the provision of electronic speed indicator signs. The cost of the signs was estimated at approximately £3000 each. Speedwatch cameras have apprehended a significant number of cars exceeding the speed limit in the area. Members felt that this is a matter of enforcement and the police would ask traffic officers to apprehend offenders and issue fixed penalty tickets. The Clerk will ask Inspector Sanderson if the PCSO's will be trained to issue tickets rather than the warnings that they have the power to issue currently.
- 09/58 Stones on Chapel Road Recreation Ground
 A local resident had sent an email complaining about the siting of boulders to stop parking on the Chapel Road Recreation Ground and the comments were noted. For information it was also noted that the land was left to the parish council for use as a recreation ground.
- 09/59 Footpath on Greenfield Gardens
 Councillor Pickard clarified the location of the footpath for discussion. The situation could be improved by the improvement of the existing footpath.
Resolved: The Rights of Way focus group will look at the provision of footpaths in the area and report back to the council.
- 09/60 Police Issues
 PCSO circulated copies of the latest NPT newsletter showing that the crime figures are low. Speedwatch has been carried out four times and 42 vehicles were logged exceeding the speed limit. Traffic officers will be asked to carry out speedwatch and issue tickets to the drivers of speeding vehicles. PCSO Lawrence asked for suggestions for venues for the planned police surgeries. The Methodist Chapel on Wednesday afternoons was suggested as well as the open mornings on Wednesdays at Steeton Primary School. PCSO Walton reported that the Craven Ward had been split in to areas and he has been assigned to the Steeton and Eastburn area.
- i) Councillor Blagden reported that there had been no tasking meeting since the last parish council meeting. The next tasking meeting is scheduled for 9 April 2009.
 ii) Reports for communication to the police
 - o The residents of Queen Street are experiencing problems with youth nuisance.
 - o Youths are climbing on the roof at Kadugli House.
 - o A local resident reported that there are ongoing problems with parking close to the junction of Thornhill Road and Skipton Road.
 Councillors and members of the public were reminded that it is important to report all incidents to the police.
- 09/61 Eastburn Playing Field
 i) Councillor Pickard gave a report of a meeting with B CEP held on 24 March 2009. Draft plans were available for information. There will be a consultation meeting with the Steering Group to finalise plans and then costings will be calculated. An acknowledgement of receipt of the grant application from the Groundworks Fund has been received. Councillor Lambert reported that the 'Terms of Appointment' agreement with B CEP is not satisfactory. He has obtained a model agreement from the Institute of Landscape Architects and will use this to tailor an agreement that incorporates all the necessary health and safety requirements.
Resolved: To reimburse Councillor Lambert for the cost of the model agreement.
 ii) Councillor Lambert reported an offer from experienced professionals to inspect the concrete chamber on site and give advice as to the possibility of using the chamber for the drainage of water from the site. There will be no cost to the council for this site visit. The existing design team will attend for information. The chamber will need to be made safe after the investigations.
Resolved: To investigate the concrete chamber on the site and pay for making good the structure after the investigation.
 iii) The Clerk will circulate dates to members of the Steering Group to arrange the next meeting.
 iv) The AGM of Eastburn Playing Field Association will be held at 7.00p.m. on 22 April 2009 at the Steeton Bowling Pavilion.

Resolved: Noreen Akhtar will be invited to a future parish council meeting to explain the process of making an application for a grant from the Ward Investment Fund

09/62

Parish Plan

Councillor Mullen reported that the council and Parish Plan Steering Group had been congratulated on the quality of the Parish Plan by the Keighley Area Committee.

i) Reports from the focus groups:

- Community Facility: Councillor Lambert reported that the first meeting of the group had looked at identifying the basic level that the parish council wants to achieve from a community facility. Discussions focused on what the council wants from a community facility and where it should be. There are opportunities on the bowling pavilion site that would be suitable for the expectations of the council but there are constraints. There will be a substantial amount of work to be done by the focus group.
- Speedwatch initiative: PCSO Walton will co-ordinate the training and timetabling of the sessions that Councillors Hargreaves and Weller will take part in.
- Footpaths and Rights of Way: Councillor Blagden reported that a map with the numbers of the footpaths and a list of footpaths had been received from the Rights of Ways Department. Unfortunately the most up to date map is from 1985. Councillor Blagden and Dr Harding have made their own maps with the parish boundary marked. Members of the walking group have also volunteered to help with this focus group. It was agreed that the short footpath from Sycamore Close to Main Road, Eastburn, would be the first path to be assessed.
- Communication and website development: Councillor Pickard reported that she had met with the Clerk to discuss the website. There are plans to include community groups on the website with password controlled access to their own pages. The website developments will necessitate an upgrade of the site.

Resolved: To upgrade the website at a cost of £345 + VAT with ongoing annual costs increasing by approximately £45 + VAT.

09/63

Transport Issues

i) Councillor Mallinson reported on a successful meeting of the Joint Transport Group held on 19 March 2009 the notes of which are available on the parish council website. Dave Melling will co-ordinate the bid to the Department for Transport for a grant towards the one-way system for disabled access at the station. The grants available are a maximum of £250,000 and have to be match funded. It was noted that issues of rights of access may need to be addressed. It was also reported that the bollards have been erected to prevent vehicles from using the designated footpath to the station

ii) The next local Joint Transport Group Meeting will be arranged on a Wednesday evening. Councillor Mallinson will forward a list of suggested dates to the Clerk.

09/64

The Rose Garden, Eastburn

Plans to build two planted, raised beds and refurbish the two static benches were discussed.

Resolved: To instruct the contractor to go ahead with the planned work at the Rose Garden, Eastburn. The existing hardwood bench is in need of refurbishment. The Parks and Landscapes Department has offered to take this bench away and provide two new seats for the price of one.

Resolved: To purchase a new hardwood seat at a cost of £550 for the Rose Garden, Eastburn from Parks and Landscapes.

09/65

Land to the North of the Memorial Garden

Councillor Lambert reported that local residents have expressed concerns about giving open access to the public to the land. The police would need to be involved in any design process and the undergrowth would probably need to be removed to make the area safe for public access. The challenge is to meet the requirements of the restrictive covenant while also delivering benefits to the residents of Steeton and Eastburn. The council discussed the leasing of the land to residents whose properties are adjacent to the piece of land.

Resolved: The request to lease the land to householders whose properties are adjacent to the land was refused.

09/66

Land at Ash Grove

The alternative quote for the work was discussed.

Resolved: To accept the quote of Mr M. Trevors and ask him to undertake the work at his earliest convenience.

09/67

Councillor Training 2009/10

Resolved: Councillor Lambert will attend the training meeting in Oxenhope at a cost of £35.

09/68

Rural Action Yorkshire (YRCC), Yorkshire Playing Fields Association

Membership of the YRCC and the Yorkshire Playing Fields Association were discussed.

Resolved: To subscribe to Rural Action Yorkshire at a cost of £35 per annum

Resolved: To subscribe to the Yorkshire Playing Fields Association at a cost of £35 per annum.

09/69

Annual Parish Meeting

It was noted that the Annual Parish Meeting will take place at 7.30 p.m. on 22 April 2009 in the Bowling Pavilion, Steeton.

09/70

Finance

i) Resolved: To approve the cash flow statement for the financial year 2008/9. (Appendix 1)

ii) Resolved: To carry forward funds from the 2008/9 budget to budget headings for 2009/10 for the following specific projects:

- Play provision £13,900.00
- Transport issues £10,500.00
- Youth Provision £3,600.00
- Parish Plan Implementation £6,500.00
- Bowling Pavilion Improvements £3,800.00
- Enhancement of the Rose Garden £500.00
- Cleaning/maintenance of recreational areas £1,000.00

iii) Accounts for payment

Resolved- That the accounts below are paid and the receipts and account balances be noted.

Community Account				Opening Balance	£11,004.81
Date	Cheque/Reference	Payee	Details	Receipts	Payments
13 March 2009		Bradford Council	Grant-Area Committee	£6,500.00	
23 March 2009	Transfer	Business Base Rate Tracker A/C			£16,000.00
1 April 2009	100648	Joel Westbrook	Cleaning/Maintenance (February)		£166.00
1 April 2009	100649	YLCA	Annual Subscription		£587.00
1 April 2009	100650	Inland Revenue Only	Tax + National Insurance		£212.83
1 April 2009	100651	Bradford Council	*Photocopying		£3.39
1 April 2009	100652	Newsquest	*Newsletter delivery		£32.89
1 April 2009	100653	NALC	*Return of Quality Status portfolio		£9.67
1 April 2009	100654	R. Lambert	*Landscape Architects Model Contract		£5.10
1 April 2009	100655	YRCC	*Subscription		£35.00
1 April 2009	100656	YLCA	*Councillor Training		£35.00
1 April 2009	100657	Yorkshire Playing Fields Association	*Subscription		£35.00
30 April 2009	Standing Order	C. Brown	Salary		£613.27
			Note: The precept will be paid in to the account at the beginning of April and therefore the account will not be overdrawn.	Closing Balance	(£230.34)

* Invoices and receipts received after publication of the agenda.

Business Base Rate Tracker Account				Opening Balance	£38,677.85
Date	Cheque/Reference	Payee	Details	Receipts	Payments
23 March 2009	Transfer		From Community Account	£16,000.00	
				Closing Balance	£53,687.06

09/71

Bradford Council Minutes

None

09/72

Correspondence- (For information and inform future agendas.)

- Eastburn School Newsletters (Circulation envelope)
- Dogs Trust Poster and Leaflet (Circulation envelope)
- Bradford Council, Legal Advice to Councils, List of external legal services: Noted

- o White Rose Update (Circulation envelope)
- o Forest of Bradford, information on their work: Noted
- o NALC, Employment Update: Noted

09/73

Planning Matters:

- i) Local Development Framework Documents: None
- ii) Local Development Framework Comments: None
- iii) Report on a meeting to consider e-consultation of planning applications: Councillor Mullen reported that
- iv) Planning Applications to be considered:
 - a) 09/00806/FUL, Warehouse and loading bay pod extension at Damart Royal Mills, 20 Steeton Grove, Steeton.

Resolved: To support the decision of the Planning Officer

- b) 09/00842/FUL (Resubmission of 07/08645/FUL) To provide a sheltered smoking area for customers of the Old Starr Inn, 1 Skipton Road, Steeton.

Resolved: To support the decision of the Planning Officer.

The planning department will be informed of concerns regarding potential noise if music is played in the outdoor smoking area.

- vi) Planning decisions to be noted:

Granted:

- a) 08/06085/VOC, Removal of condition 8 of planning approval 08/02029/FUL to enable the roof light in north elevation of building C to be clear glazed and opening.
- b) 09/00146/REM, Approval of reserved matters for demolition of existing double garage and construction of detached dwelling at 11 Clough Avenue, Steeton.
- c) 09/00232/FUL, Amendment to extant approval to provide an additional small rooflight to the north elevation at the same height as existing rooflight at Greenfield Court, Main Road, Eastburn.
- vii) Appeal Notifications: None

09/74

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

- Sewerage is leaking again on Chapel Road.
- The graffiti on the bowling pavilion has not been covered properly.
- The resurfacing of Barrows Lane has been completed but water flowing down the road does not go in to the gullies.
- The waste-bin that was attached to the lamp standard adjacent to the bus shelter on Skipton Road has been removed.
- The grass was cut on the Chapel Road Recreation Ground and then the machine was driven down Queen Street leaving a trail of mud and grass.
- A petition has been given to the police regarding traffic blocking School Street and Market Street at school times. PCSO Blood had a meeting at school with residents. Alternative parking arrangements may become available and a drop-off point is under discussion.
- There are pipes sticking up out of footpath from Sycamore Grove to Main Road, Eastburn.
- There has been fly-tipping on Intake Lane.
- There was an enquiry as to when the grass on Eastburn Playing Field will be cut. The field needs to dry out for the grass-cutting machinery to access the field.
- The white lines need repainting on the resurfaced Barrows Lane. The lines also need repainting on Mill Lane and High Street.
- The skip used during the resurfacing of Barrows Lane needs removing
- The trees are still overhanging the pavement at the end of Queen Street.
- There is a dip in the surface of Green Lane close to where the pothole has been repaired.
- The boundary wall on Green Lane is in a very poor state of repair. The possibility of a dangerous structures notice being sent to the landowner will be investigated.
- Lyon Road needs resurfacing.
- The surface on the east side of Williams Road between numbers 30 and 38 is breaking up.

To note the date of the next meeting: **Annual Meeting of the Council,**
Wednesday 6 May, 7.30 p.m. at Eastburn Junior and Infant School.

There being no further business the Chairman closed the meeting at 9.47p.m.

Chairman..... Date: 6 May 2009