

Draft Minutes subject to confirmation



Steeton-with-Eastburn Parish Council

**The Minutes of the Meeting held at the Bowling Pavilion, Steeton,
Wednesday 5 December 2007 at 7.30p.m.**

Present: Councillor Dr. Harding (Chairman), Councillors Mrs. Blagden, Mrs Emmott, Hargreaves, Mrs Lear, Miss Moorhouse, Mullen, Mrs Thompson, Mrs Townsend and Weller.

In attendance: Mrs. C. Brown, Clerk, 1 Member of the public, 1 Member of the Press
Mr. H. Whittle, Director, Aire-Wharfe Community Housing Trust.

07/244 Apologies
Apologies were noted from Councillors Kelly and Mallinson, Ward Councillors

07/245 Declaration of Interest
None

07/246 Minutes
Resolved- That the Minutes of the Council Meeting held on 7 November 2007, the Staffing Committee Meeting held 7 November 2007 and the Planning Committee meeting held 21 November 2007 be 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 7 November 2007:

Minute Number	Action/Information
Notes:	The contractors have been asked to put up the Christmas lights at Steeton at their earliest convenience.
07/223	School warning signs: A request was sent to Bruce Andrew, Highways Department for the signs to be considered. No response has been received St Stephen's Road: The clerk informed Mr Lambert of the council's decision. Residents concerns regarding highways issues: The clerk has responded to the resident with the information discussed at the council meeting. Footpath provision on Sutton Lane: The clerk forwarded the residents letter and added the council's support to the provision of a footway on Sutton Lane. There has been no response as yet.
07/225	Eastburn Playing Field Steering Group: The proposed meeting was postponed
07/226	Funding of youth workers: The Rural youth Worker was informed of the council's decision.
07/231	Old Co-Op building: The clerk wrote to the resident explaining the actions already taken by the council.
07/236	Audit costs: £125 was vired from Miscellaneous Provision to the Audit budget in the Cash Book.
07/240	Overgrown bushes on Lyon Road: At the clerk's request Highways have written to Cinetic to ask them to cut back the bushes overhanging Lyon Road.

Update:

Minute Number 07/223: David Trick, Highways Department, will look at both requests.

Minute Number 07/203: Steeton Cricket Club was not charged for the police security at the bonfire. The cheque for £150 has not been banked. Discussion regarding this matter will be put on the agenda for January 2008.

07/247 Co-Option of a member to fill the casual vacancy
Resolved: That Karen Pickard be co-opted as a member of Steeton-with-Eastburn Parish Council to represent Eastburn Ward.

The Clerk will write to the other applicant thanking him for his interest.

07/248 Aire-Wharfe Housing Trust
Mr Harry Whittle, Director, Aire-Wharfe Community Housing Trust attended the meeting and gave a presentation about the organisation of the Trust. The Trust is part of Bradford Community Housing Trust, a registered Housing Association. The Bradford Trust manages 22,000 homes and has 3000 leaseholders. In 2003 the Bradford Trust was separated into 6 areas so that services are more efficient at a local level. Aire-Wharfe still manages 4900 properties in mainly rural areas. Some local control will continue in the office on Devonshire Street, Keighley. The aims of the trust are to provide good quality sustainable environments where people want to live. There are many stable communities which are highly regarded although there are some areas that present more challenges. When some restructuring commences in April there will be one Housing Officer responsible for the Steeton properties. There are 44 units in Steeton and 17 in Eastburn. The trust is willing to listen to the local communities and will consult with residents. The trust works with partner agencies, e.g. police to address local issues. Anti-social behaviour has been evident in the past but the trust believes that

these problems have diminished. There are plans to look at bringing in resources for play, youth provision and provision for the elderly.

Grounds maintenance always has been centralised although mobile teams are employed by the trust for repairs and maintenance. Residents have access to a repairs hotline with workmen deployed by Shipley.

There is also a resident's hotline to the Devonshire Street office to report problems and the local office is the single point of contact for residents.

Steeton area has been identified as an area for investment and it is hoped to have some significant investment within the next three years.

Questions were asked about the garden maintenance scheme. It was explained that the Trustcare properties are not automatically included in the garden maintenance scheme as surveys have shown that large numbers of residents are able bodied, younger than expected and can maintain the gardens themselves. Mr Whittle confirmed that there is a local lettings policy that applies to family houses but not flats which requires two out of three houses to be let to local people. Mr Whittle agreed to furnish the clerk with contact details of members of his team who may be able to answer specific questions at a future date.

The Chairman thanked Mr Whittle for attending and for his presentation.

07/249

Police Issues

i) Crime figures for October 2007: These were not available as the Beatcrime website had not been updated.

ii) Police Tasking Meeting

Councillor Mrs. Blagden reported on the last tasking meeting held 8 November 2007

The following concerns were discussed at the meeting:

- o Parents of young people causing problems at Keighley Road Recreation Ground had been informed.
- o Speeding-Speedwatch had been carried out with volunteers on Skipton Road and 47 vehicles apprehended
- o Chapel Road-A sign is to be erected at the surgery reminding motorists of the one-way system. Police patrols will continue.
- o Vehicles ignoring the priority on Barrows Lane has been reported to the Police Traffic Sergeant
- o Parking issues in various locations are being addressed
- o Eastburn School is being patrolled regularly.
- o Sun Street and Eastburn Playing Field have had extra patrols deployed.

iii) Reports for communication with the police at the next Tasking Meeting

a) A letter from a resident regarding anti-social behaviour around Steeton & Silsden station was discussed. The clerk had already forwarded the complaint to the Neighbourhood Policing Team and the British Transport Police who will contact the complainant. The question of CCTV being installed at the station will be brought up at the Joint Transport Group

- o Parking at the top of Elmsley Street on the double yellow lines. Many vehicles are stopping on the yellow lines, especially at night, to enable the drivers to go into the newsagents.
- o Residents parking permits have been reissued on Elmsley Street but there have been some problems with vehicles parking from one property.

07/250

Transport and Traffic Issues

i) A request from the Headteacher, Steeton School to support a traffic regulation order on School and Market Streets was discussed.

Resolved: To support the request for a traffic regulation order on Market Street and in front of the school car park. The council can not support the proposed traffic regulation order for School Street as this would adversely affect the residents of the street who park their cars in front of their properties.

07/251

Parish Plan

Councillor Mullen gave a report on the Parish Plan Steering Group Meeting held 21 November 2007:

- o The junior questionnaires had been returned by Steeton School
- o Additional analysis had been completed and circulated
- o The chapter headings had been discussed and allocated to members of the committee to draft summaries.

It was reported that the Housing Needs Survey contains a substantial number of inaccuracies which are to be communicated to the Housing Enabling Team prior to the publication of the report.

07/252

Play Provision Issues: Eastburn Playing Field

i) The withdrawal of technical support by Parks and Landscapes Department, Bradford Council was discussed.

Resolved: The council expressed their anger over the delay of the project due to the withdrawal of support by Parks and Landscapes Department, Bradford Council, and a letter of complaint will be sent to the Chief Executive, Bradford Council and the Leader of Council.

ii) The Clerk explained the offer made by Bradford Community Environment Project landscape architects to draw up plans and progress the development of Eastburn Playing Field.

Resolved: To ask Bradford Community Environment Project to go ahead with the supervision of the Eastburn Playing Field project.

Members of the BCEP team will be asked to attend the next Neighbourhood Forum on 15 January 2008.

07/253

Youth Issues

Councillor Mrs Thompson informed members that she and the clerk are to meet with Abina Dorgan-Smith on Friday 7 December to draw up guidelines for working with young people in the parish. Councillor Mrs Thompson will contact the young people who expressed an interest in being involved in a Youth Council after this meeting.

Councillor Mrs Thompson also confirmed that the Parochial Church Council have given permission, in principle, to the church hall being used for supervised youth activities.

07/254

Local Government and Public Involvement in Health Act 2007

Concerns were expressed that the Secretary of State may have the power to appoint parish councillors rather than having free and open elections.

Resolved: Councillor Mullen will bring this up at the next Parish Council Liaison meeting.

- 07/255 Neighbourhood Review-Consultation with Town and Parish Councils
Councillor Dr Harding gave a report of the meeting held Thursday 29 October 2007.
The proposal is about the decentralisation of services. It is proposed that there should be an agreement regarding a minimum standard of service delivery. An Assistant Director for Neighbourhoods, Steve Hartley, has been appointed and he will take up office in the new year.
- 07/256 Post Office Consultation and Closures
Councillor Dr Harding gave a report of the meeting held Tuesday 27 October 2007.
It was confirmed that the two local offices are not under threat in this round of closures. Concerns regarding the closure of other local offices were voiced by councillors and reported on Radio Leeds the following day.
- 07/257 Airedale Hospital Foundation Status
Councillor Mrs Blagden gave a report of the meeting held 22 November at South Craven School.
The meeting explained what Foundation Trusts are. There will be a membership community with 31 elected board members determined by postcode, therefore, there will be one member for the Craven area. A decision regarding trust status is expected in the new year.
- 07/258 Bowling Pavilion, Electrical Report
Resolved: To go ahead and carry out the recommended improvements with the costs being taken from the Repairs and Renewals or Miscellaneous Provision budget.
- 07/259 Old Co-Op Building, Steeton
It was noted that the windows of the building have been boarded up and no further action will be taken.
- 07/260 Keighley Town Council: Clustering and Sharing Resources
Resolved: The request was noted.
- 07/261 Budget 2008/9
A second draft of the budget for 2008/9 was circulated by the clerk to take account of the revised Tax Base figure of 1387.
Resolved: The clerk will use the second draft budget to draw up the precept request for consideration at the January meeting.
- 07/262 Finance
i) Accounts for payment
Resolved- That the accounts below be paid and the account balances be noted.

Community Account				Opening Balance	£1,725.68
Date	Cheque/Reference	Payee	Details	Receipts	Payments
5 December 2007	100566	Bradford Council	Photocopying (October)		£19.25
5 December 2007	100566	Bradford Council	Photocopying (November)		£6.58*
31 December 2007	Standing Order	C. Brown	Salary		£507.52
				Closing Balance	£1,192.33

*Account for £6.58 for photocopying in November received after the agenda for the November meeting was published.

Business Base Rate Tracker Account				Opening Balance	£35,032.56
Date	Cheque/Reference	Payee	Details	Receipts	Payments
				Closing Balance	£35,032.56

- 07/263 Clerk's Salary and Conditions of Service
Resolved: To accept the recommendations of the Staffing Committee at the meeting held 7 November 2007.
Resolved: To pay travelling expenses of 40p per mile to the Clerk and Councillors for journeys outside the parish undertaken on council business
- 07/264 Correspondence-(For information and inform future agendas.)
- Keighley Area Committee, Minutes 18 October 2007, Agenda 15 November 2007 (Circulation envelope).
 - Bradford Council: Copies of the Charter to sign: Forwarded to the Chairman
 - Debolme Town Council: Invitation to attend the Civic Carol Service: Forwarded to the Chairman

- Eastburn Junior and Infant School: Newsletters (Circulation envelope)
- YRCC: Country Air (Circulation envelope)
- YLCA: White Rose Update, Advice Note on Parish Polls, Advice Note on Public Participation Sessions at Parish Council Meetings. (Circulation envelope)
- SLCC: Conference Programme: For discussion at a future meeting.
- E-mail regarding the Forest of Bradford initiative: Next agenda
- Neighborhood Forum Schedule January-March 2008: Noted
- Keighley Area Planning Panel, Minutes 11 October 2007 and agenda 6 December 2007: Passed to Councillor Mullen
- Letter regarding contacting the Planning Department, as agreed in the Charter: Passed to Councillor Mullen
- YLCA updates (Circulation envelope)
- YTCC: Notification that funding is available for community shops: Noted

07/265 City of Bradford Council Minutes and Reports
 Councillors reported the following observations:
 Regulatory & Appeals Committee: The appeal against refusal of planning permission for 7 Westy Bank Croft has been upheld.

07/266 Planning Matters:
 i) Local Development Framework: Documents Received: None
 ii) Local Development Framework Comments: None
 iii) Planning Applications to be considered:
 a) 07/08712/FUL, Dormer window at 5 Green Close, Eastburn
Resolved: To support the decision of the Planning Officer but to express concerns regarding the size of the dormer window which does not conform to Policy 5a of the Dormer Window Policy.
 b) 07/08713/FUL, Extension to form dormer, garage/utility and previously approved conservatory at 7 Green Close, Eastburn
Resolved: To support the decision of the Planning Officer but to express concerns regarding the size of the dormer window which does not conform to Policy 5a of the Dormer Window Policy and that the proposed extension would have a detrimental impact on the residents at No. 9 Green Close, Eastburn..
 c) 07/09260/FUL, Removal of sheds and replace with timber storage building, Kadugli House, Elmsley Street, Steeton.
Resolved: The council has no objections to the application but would recommend a condition requiring all materials from demolition and materials for construction be kept within the curtilage of the site.
 iv) Planning decisions to be noted: None
 v) Appeal Notification: 07/00209/APFUL, Fitting of additional roof type means of escape window to front bedroom of existing extension at 3 Ghyll Close, Steeton
 vi) Keighley Area Planning Panel: 07/03939/REM, Construction of 6 apartments in single block and 3 detached houses at Longlands, Skipton Road, Steeton will be considered at the meeting to be held on 6 December 2007.

07/267 Member's Community Reports (For information and inform future agendas)

- The surface of the footpath on the south side of Halsteads Way requires maintenance.
- The white lines and road markings on Mill Street and High Street need repainting
- Barrows Lane: The path installed by the developers of Woodlands Mill needs resurfacing
- There has been a request for a litter bin close to the bus stop in front of Grange Terrace, Skipton Road, Eastburn. This will be put on the agenda for the January meeting.
- Street Lamp No 7 on Green Lane is leaning over.
- A manhole at the top of Green Lane is broken.
- Airevalley Recycling Scheme: No collection was made on Elmsley Street the week commencing 12 November 2007. There is no response to the helpline number.
- Lamp No. 8 on Lyon Lane is not working.

To note the date of the next meeting-Wednesday **9 January 2008**, 7.30 p.m. at Steeton Bowling Pavilion.
 There being no further business the Chairman closed the meeting at 9.25.p.m.

Chairman..... Date: 9 January 2008