



**Steeton-with-Eastburn Parish Council**



**The Minutes of the Meeting held at the Bowling Pavilion, Steeton,  
Wednesday 3 December 2008 at 7.30p.m.**

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

In attendance: Mrs. C. Brown, Clerk,  
1 Member of the public, 1 Member of the Press,

08/223 Councillor Resignation  
The Chairman announced the resignation of Councillor Dr Harding with effect from 4 December 2008. Councillor Mullen expressed his regret at Councillor Hardings resignation, thanked her for all her hard work for the council and wished her well for the future. The Clerk will inform Bradford Council of the resignation.

08/224 Apologies  
Apologies were sanctioned for Councillor Hargreaves.

08/225 Declaration of Interest  
Councillor Mrs Pickard declared a prejudicial interest in planning application 08/06274/COU as she has registered an objection to a previous application at the same site at the appeal stage. Councillor Mrs Pickard left the meeting during discussion of this application.  
Councillor Mrs Townend declared a prejudicial interest in item 9i, discussion of a letter from the bowling club, as she is the President of Steeton Bowling Club. Councillor Mrs Townend left the meeting during discussion of this item.  
Councillor Mrs Blagden declared a personal interest in planning application 08/06619/FUL as she is a resident of Clough Avenue.

08/226 Minutes  
Resolved- That the Minutes of the Council Meeting held on 5 November 2008, the Staffing Committee meeting held 5 November 2008 and the Extraordinary meeting held 19 November 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 5 November 2008:

Minute Number	Action/Information
	Planning Application 08/ 01948/FUL, Construction of 4 houses at Land at Curren Walk, Steeton. This application was granted under delegated powers even though the parish council had requested that it go to the Keighley Area Planning Panel. Objections have been raised with the Senior Planning Officer and with Officers and Councillors in Bradford. No reply has been received from the Officers and Councillors in Bradford.
	The Clerk has produced the latest copy of the newsletter and had it printed for inclusion with the parish plans.
	The parish plans and newsletters have been put in envelopes and sorted. Members of the council and the clerk have delivered the parish plans and newsletters.
08/197	Stolen oak tree: A replacement tree was planted the week ending 26 October 2008
P08/200	No reply was received from Chris Hughes. Chris Hughes has now retired.
08/204	The police contact numbers have been updated on the website and an article put in to the newsletter.
08/205	Letters were sent to the three landowners.
08/206	Copies of the Parish Plan have been sent to Bradford Officers, Ward Councillors and Claire Davies, Metro.
08/209	Councillor Mallinson, Chairman, Joint Transport Working Group, was informed of the council's decision to fund the station survey up to a maximum of £250.

- 08/227 Police Issues  
 i) Automatic Number Plate Recognition System. The police initiative to install ANPR cameras was welcomed in the fight against crime.  
Resolved: To award a grant of £500 to the police to contribute to the funding of Automatic Number Plate Recognition System cameras.
- ii) Police Tasking Meeting  
 Councillor Mrs. Blagden gave a report on the meeting held 6 November 2008
- Community speedwatch had identified 26 and 35 speeding vehicles on two separate occasions. More speedwatch sessions are planned for the area.
  - Superintendent Sanderson is producing leaflet for each every month with crime statistics for the area. Steeton and Eastburn continue to be low crime areas.
  - PCSOs have been patrolling the area and this was welcomed.
  - The week long anti-crime initiative based at Airedale Hospital had been a success
  - The next tasking meeting will be 9 January 2009.
- iii) Reports for communication to the police at the next Tasking Meeting
- Parking on Skipton Road close to the junction with Sutton Lane which obscures sight lines
  - Passengers not wearing seatbelt when children are picked up from school.
  - Parking close to the junction of East Parade and Keighley Road which obscures sight lines
  - Youths are congregating in the grounds of St Stephen's church
- 08/228 Eastburn Playing Field  
 i) The letter from one of the landowners indicating that the land is being put forward for development and a footpath considered as part of a future application was noted. The landowners would be approached again when firmer plans are available for Eastburn Playing Field.  
 ii) Councillor Mrs Pickard reported on a meeting with Gill Wood, BCEP, on Monday 24 November. Members expressed their disappointment with the slow progress of the scheme. A meeting has been scheduled with BCEP on Wednesday 10 December which will be attended by Councillor Mrs Pickard and the Clerk.
- 08/229 Transport Issues  
 Councillor Mullen gave a report of a meeting of the Joint transport Working Group with Mr Hayley, Northern Rail, Mr Grisag, Highways Department and Rachel Edmunds, Assistant Area Co-Ordinator. The difficulties encountered by disabled passengers in accessing the platforms were highlighted as well as the lack of parking provision. A further, round the table, meeting will be held with representatives of the Joint Transport Working Group, Northern Rail, Network Rail, Metro and Bradford Council's Highways Department. The meeting has been arranged for Thursday 18 December 2008.  
 Councillor Mullen also confirmed that the broken monitors at the station will be replaced with a new system by March 2009.
- 08/230 Code of Conduct Consultation:  
 A comprehensive report by Councillor Dr Harding had been circulated to members.  
Resolved: To send the following comments regarding the consultation:
- Support the extension of the code that members should act lawfully even when not acting in their official capacity as councillors.
  - Paragraph 12 (2) of the Code of Conduct (2008) should be mandatory.
  - There should be a Code of Conduct for all local authority employees, including those that work part time.
  - The list of principles that should apply to employees is appropriate.
  - The code should be universal and there should not be a separate code for parish councils.
- 08/231 Mental Health Services Document:  
 Councillor Weller summarised the document. The Burley unit will close down as there is spare bed capacity at other facilities. The report suggests that the closure will not impact on Craven residents. Concerns were expressed that there will be a possible increase in mental health problems in these difficult economic times and therefore it is not appropriate to reduce capacity in the system. It was confirmed that the unit in Burley is for respite care and is not an acute bed unit. Statistical information indicated a reduction in usage and therefore the spare capacity at the Burley unit can not be justified. There are plans to upgrade the other units that will take patients from the Burley unit. The mental health facility at Airedale Hospital is not mentioned in the report.  
Resolved: That the consultation document be noted.
- 08/232 Youth Issues  
 i) A letter from the bowling club committee asking the council to reconsider the use of the bowling pavilion for youth activities was discussed. Members expressed their disappointment that the bowling club members are not prepared to support the work the council is funding to provide activities for local young people.

Resolved: The clerk will arrange a meeting between representatives of the council and members of the bowling club, in January, to discuss the future of the bowling pavilion.

ii) A draft service agreement had been prepared by Councillor Mitchell.

Resolved: To defer discussion of the service agreement until after the meeting with the bowling club.

08/233 Publication Scheme

i) Resolved: To adopt the Model Publication Scheme 2008 issued by the Office of the Information Commissioner.

ii) Resolved: To approve the publication guidelines and allow the Clerk to update these as and when more publications become available on the website.

08/234 Budget 2009/10

Resolved: To accept the draft budget paper. (Appendix 1)

Resolved: The Clerk will prepare a precept paper for the January meeting when the updated Tax Base number is confirmed.

08/235 Finance

i) Accounts for payment

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

<b>Community Account</b>				<b>Opening Balance</b>	<b>£1374.69</b>
Date	Cheque/Reference	Payee	Details	Receipts	Payments
25 November 2008	Transfer		From Business Base Rate Tracker A/C	£2,000.00	
3 December 2008	100626	Walker Office Products Ltd	Stationery		£57.75
3 December 2008	100627	Joel Westbrook (Greenfingers Garden Services)	Cleaning and maintenance (October) £166.00, Clearing land at Ash Grove £615.00		£781.00
3 December 2008	100628	Bradford Council	Photocopying		£2.91
3 December 2008	100629	C. Brown	Postage		£37.38
3 December 2008	*100630	Kay Jay Print Ltd	Newsletter		£239.00
3 December 2008	*100631	G. Emmott	Refreshments-Neighbourhood Forum		£9.25
3 December 2008	*100632	Eastburn School Enabling Account	Room Hire-Extraordinary Meeting		£30.00
31 December 2008	Standing Order	C. Brown	Salary		£570.17
					<b>£1647.23</b>

<b>Business Base Rate Tracker Account</b>				<b>Opening Balance</b>	<b>£42,433.01</b>
Date	Cheque/Reference	Payee	Details	Receipts	Payments
25 November 2008	Transfer	Current A/C			£2,000.00
				<b>Closing Balance</b>	<b>£40,433.01</b>

\* Invoices and receipts arrived after publication of the agenda

08/236 Bradford Council Minutes

Due to the resignation of Councillor Dr Harding the Standards Committee minutes will be forwarded, in future, to Councillor Mitchell and the Corporate Parenting minutes to Councillor Miss Henson.

Councillor Mullen reported from a Bradford Council Meeting at which the positive role of sport for young people and its role in community cohesion were welcomed by Councillor Hopkins

08/237 Correspondence- (For information and inform future agendas.)

- o Eastburn School Newsletters (Circulation envelope)
- o YRCC Country Air (Circulation envelope)
- o CE Electric: Order form for 'Mother Nature' leaflets: Noted
- o Letter from resident regarding a permanent puddle on Lyon Road
- o Lord Mayor of Bradford: Carol Service invitation: Noted
- o Agenda Keighley Area Planning Panel 13 November 2008 and Minutes 11 September 2008(Circulation envelope)
- o Agenda Keighley Area Committee 19 November 2008 (Circulation envelope)
- o Yorkshire and Humber Mini Essentials October 2008 (Circulation envelope)
- o Letter from resident regarding proposed development of KH2.1 housing site: Noted
- o Bradford and Airedale NHS Trust: Consultation on the proposal to relocate patients from the Smith Lane Medical Centre: Noted

- o SELRAP Update (Circulation envelope)
- o Area Co-Ordinators Office: Emerging issues pro-forma: This will be completed by the clerk.
- o Request from Drystone Radio to use information from the parish council website: Permission granted

08/238

Planning Matters:

- i) Local Development Framework Documents: Notification of the adoption of Supplementary Planning Documents for Bradford City Centre Affordable Housing, City Centre Design Guide, Landscape Character, Planning for Crime Prevention, Shopfront Design Guide and Sustainable Design Guide.
- ii) Local Development Framework Comments: None
- iii) Planning Applications:
- a) 08/05845/FUL, 3 bedroom dwelling and garage at Former site of Garages, South of Chapel, Moor Lane, Eastburn  
Resolved: To support the planning officer's decision.
- b) 08/06274/COU, Change of use from single domestic dwelling to house of multiple occupation (maximum 11 single occupancy bedrooms) at Longlands, Skipton Road, Steeton.  
Resolved: To support the planning officer's decision.
- c) 08/06619/FUL, Detached garage and garden store to rear, replacement car port to side at 10 Clough Avenue, Steeton  
Resolved: To support the planning officer's decision.
- d) 08/06802/FUL, Conservatory at 11 Garforth Avenue, Steeton  
Resolved: To support the planning officer's decision.
- e) 08/06866/FUL, Raised pitched gable roof including two dormer windows and first floor balcony to rear with single storey extension at 1 Halsteads Way, Steeton.  
Resolved: Recommend refusal for the following reasons:
- The proposed development, effectively of three storeys, is not in keeping with surrounding properties.
  - The proposed development does not fit in with the street scene as the roof line will be higher than surrounding properties and the roof design is not in keeping with surrounding properties.
  - The proposed balcony, is not in keeping with surrounding properties and will overlook adjacent properties resulting in a loss of residential amenity of neighbouring properties.
  - The single storey side extension has residential accommodation on two floors
- Councillors request planning officers to check that the dormer windows conform to Bradford Council's dormer window policy.
- iv) Planning decisions to be noted:
- a) 08/01948/FUL, 4 houses and private access drive at Land at Currer Walk, Steeton. The letter from the Environment Agency, approving the application with conditions, was discussed. Ask for clarification regarding Flood history map.  
Resolved: To contact the Environment Agency and ask for clarification regarding development in flood risk areas with particular reference to this application.
- b) 08/04500/FUL, 2 storey side extension and single storey rear extension at 11 James Avenue, Eastburn
- c) 08/05287/FUL, Conversion of outbuilding to form ancillary residential accommodation and replacement of septic tank with new sewage treatment plant at Stiverton House, Keighley Road, Steeton.
- d) 08/05690/FUL, Conversion of garage in to living accommodation at 39 Sycamore Grove, Eastburn
- e) 08/06078/FUL, Conservatory at 14 The Shroggs, Steeton
- v) Appeal Notifications: None
- vi) Additional comments to Planning Officers: Councillors were reminded that any communication with Planning Officers should be through the Clerk.
- vii) Planning Training: The offer of planning training with Colin Waggett and Martin Burke was welcomed. A provisional date of Wednesday 21 January 2009 was agreed. The clerk will check the availability of Eastburn School and the Planning Officers.

08/239

Clerk's salary and conditions of service for the financial year 2009/10

- Resolved: To approve the recommendations of the Staffing Committee, regarding the Clerk's salary and conditions of service for the financial year 2009/10, agreed at the meeting held 5 November 2008
- Resolved: To approve, in principle, the recommendations of the Staffing Committee, regarding the workload of members, agreed at the meeting held 5 November 2008.

08/240

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

- Flytipping on Redcar Lane: The Clerk will contact Visible Services to have the items removed.
- Footpath from Sycamore Grove to Main Road, Eastburn, needs clearing of builders waste. The Clerk will contact the builders and ask for it to be tidied up.
- Christmas decorations in Eastburn. For information-the cost of providing a single light tube decoration on a lamp standard is approximately £600.

To note the date of the next meeting-Wednesday 7 January, 7.30 p.m. at the Bowling Pavilion, Steeton.

There being no further business the Chairman closed the meeting at 9.21p.m.

Chairman..... Date: 7 January 2009