

**The Minutes of the Meeting held at Eastburn Junior and Infant School
Wednesday 2 July 2008 at 7.30p.m.**

- Present: Councillor Mullen (Chairman), Councillors Mrs. Blagden, Mrs Emmott, Mrs Pickard, Mrs Thompson, Mrs Townend and Weller.
- In attendance: Mrs. C. Brown, Clerk, 2 Members of the public, 1 Member of the Press, Councillor Kelly, Ward Councillor Mr Craig Lord, Yorkshire Water and Mr Derek Wild, Bentley Construction. Inspector Susan Sanderson, NPT Lesley Sargison, Rural Youth Worker
- 08/125 Co-Option of Councillors
Resolved: To co-opt Natalie Hanson to represent Steeton Ward.
Councillor Miss Henson signed the Declaration of Acceptance of Office which was countersigned by the Clerk.
- 08/126 Apologies
Apologies were sanctioned from Councillors Dr Harding and Hargreaves.
Apologies were noted from Councillors Naylor and Mallinson, Ward Councillors
- 08/127 Declaration of Interest
None
- 08/128 Minutes
Resolved- That the Minutes of the Council Meeting held on 4 June 2008 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 June 2008:

Minute Number	Action/Information
	Note: The Eastburn Playing Field posters and the June newsletter were uploaded on to the website. Some updating of the website has been completed The final draft of the Parish Plan is almost complete. There are some photographs and the Housing Needs Survey that need to be added.
08/108	Posters advertising a meeting of the walking group were displayed in the notice-boards.
08/109	Inspector Sanderson has been asked about the crime statistics being updated, the presence of officers at parish council meetings and been invited to the launch of the Youth Vehicle.
08/110	Kris Hopkins is unable to attend to present the Quality Status certificate. Councillor Naylor will attend at 7.00p.m., 2 July 2008 to present the certificate.
08/114	The directors of Kelda Group declined the offer to attend a parish council meeting. They have appointed Michael Denny, Field Case Manager, to represent them. A meeting has been arranged between Mr Denny, the Chairman, Vice-Chairman and Clerk.
08/117	The Risk Assessment paper was amended.
08/118	Members found the Code of Conduct training very helpful.
08/120	A mandate change form has been requested from Barclay's Bank An acknowledgement of change of address for notification of interest from the War Bonds has been received.
08/123	The clerk wrote to the unsuccessful agent to inform them of the council's decision.
08/124	The clerk has made many attempts to get the leaking sewer on Queen Street/Chapel Road repaired. Yorkshire Water does not have the manhole on their list of property and Bradford Council does not deal with any foul drains. The clerk will report the problem to Environmental Health. The dropped manhole cover at Whitley Head has been reported by Highways to Yorkshire Water. The provision of a light on the path between Clough Avenue and Parkway will be on the list presented to the Area Committee in July. Potholes on Elmsley Street will be repaired. The revolving sign was reported again.

	The extension reported is being constructed under permitted development rights. Some of the weeds have been strimmed back. The fallen branch at the junction of Thornhill Road and Currer Walk was reported to the tree team by Parks and Landscapes.
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Pursuant to Minute 08/48:LEADER initiative: The Clerk reported that the provision of a community facility has been included in the LEADER grant application. The Clerk will apply to be a member of the LEADER Action Group

08/129

Service Reservoir Replacement, Barrows Lane, Steeton

Mr Lord and Mr Wild presented plans for the replacement of the service reservoir, Barrows Lane, Steeton. The replacement of the tank had been identified in the capital plan to replace worn out facilities. The new reservoir will be a concrete structure that will increase capacity and will have a life of 80 years. The new tank will be sited lower into the ground which will improve the aesthetics of the site. There will be no interruption of water supply during construction. Access to site will be from Keighley and not up Barrows Lane from Steeton and the contractor gave assurances that any breaches of this directive will be dealt with. Effective signage will be employed to minimise disruption to traffic. The contact details of the project manager were made available to the Chairman. Discussions are currently ongoing with local land owners for land to be made available for the parking of site vehicles. The construction will take approximately 6 months and it is hoped to start in October of this year. The council will be kept informed of progress. The Chairman thanked Mr Lord and Mr Wild for attending the meeting.

08/130

Youth Issues

Lelsley Sargison, Rural Youth Worker, gave a report on the new Youth Outreach Vehicle that will bring services to young people in the area. Youth workers will be engaging with young people in their own environment. The vehicle will attend Steeton or Eastburn every week during the summer programme. Several young people attended the launch of the vehicle which was staged prior to the parish council meeting. The vehicle contains art and crafts, sports and computer equipment with WiFi capability. The vehicle also stores a large tent for outdoor activities and refreshments will be available during the youth sessions. A team of youth workers with different skills will be available to man the vehicle. The youth workers are also keen to chat with young people to find out what activities they would like to see provided. The council is pleased that a new young councillor has been co-opted who is interested in representing young people on the parish council. It is hoped that the first session will be arranged for Thursday 10 July at 7.00p.m. at Keighley Road Recreation Ground This will be advertised by the youth workers, on the website, in the local press and in the notice-boards. A service contract will be available for consideration by the council at the next meeting. The Chairman thanked Ms Sargison for attending the meeting.

08/131

Police Issues

Inspector Sanderson explained that police shift patterns are changing and therefore the Tasking meetings will take place every 6 weeks in future. The proposed introduction of Neighbourhood Managers may have some impact on the organisation of ward tasking meetings. Inspector Sanderson circulated crime figures for the Craven Ward from the NPT website which showed 26 crimes over the previous month of which only 6 were in the Steeton or Eastburn areas. The Craven Ward is a low crime area and has a high percentage of officers to crime ratio. 3 PCSO's are patrolling the 3 ward areas and PCSO Andrew Blood is usually the officer on patrol in Steeton and Eastburn. Speedwatch is ongoing and the parish will be targeted in the near future. The times and days of carrying out Speedwatch are varied. Vehicles causing obstructions and illegally parked can be ticketed but if cars are parked legally where there are no parking restrictions then the police are powerless to act. A rule of thumb that is used is if a fire engine can pass safely there is no obstruction. In August Bradford Council will become responsible for parking issues when the offence is decriminalised. Problems with parking on Elmsley Street were reported to Inspector Sanderson. A local resident's e-mail about a safety issue at pelican crossings was passed to Inspector Sanderson. The Chairman thanked Inspector Sanderson for attending the meeting.

ii) Police Tasking Meeting

Councillor Mrs. Blagden reported on the last meeting:

- Parking on Thornhill Road at the junction of Skipton Road and on Market Street is being monitored and enforcement carried out.
- Speeding: Speedwatch will be deployed
- A caravan parked at the bottom of Elmsley Street that blocks the footpath to churchyard will be investigated by the NPT..

iii) Reports for communication to the police at the next Tasking Meeting 10 July

None

08/132

Eastburn Playing Field:

i) Interim consultation report from BCEP: Councillor Mrs Pickard updated the council on the interim report which were the results from the consultation with immediate neighbours to the site. The report is available to download from the parish council website. Andy Cunningham, BCEP, will attend the parish council meeting in August with results of the final village wide consultation.

It would improve safety if children who live in the Sycamore Grove area had direct access to the field.

Councillor Pickard will look in to this and report back at the next meeting.

ii) Councillor Mrs Pickard and the Clerk met with Mr James Westwood, STRI, on site on 19 June 2008. Mr Westwood will compile a report and forward it to the council.

- 08/133 Extra cleaning at council owned recreational facilities.
The ways in which the extra cleaning could be organised were discussed.
Resolved: The clerk will take advice from YLCA and report back to the next meeting.
- 08/134 Keighley Area Conference
Councillor Mrs Thompson gave a report on the meeting held Saturday 21 June. There had been a presentation by Jeff Bennet, Keighley Area Co-Ordinator and then the participants had split in to focus groups. Councillor Mrs Thompson worked in a group addressing issues for children and young people. The participants from the Keighley area favoured centrally located services but Councillor Thompson argued against this as it is inappropriate to expect young children to travel to Keighley to access services. It was agreed that outreach services may be more appropriate so that all children and young people had the opportunity to access services. The information from the focus groups will be fed in to the Action Plan for the next two years.
- 08/135 Councillor Training
Resolved: Councillors Mrs Pickard and Mrs Thompson will attend Councillor training provided by YLCA at a cost of £60 + VAT.
- 08/136 Land at Ash Grove
Resolved: The terms of engagement with the agent were noted.
- 08/137 Bradford Council Minutes
None
- 08/138 Finance
i) Internal audit
Resolved: To accept the internal audit report and note the comment regarding the Miscellaneous Provision budget heading.
The Annual Return can now be submitted to the External Auditor.
ii) Accounts for payment
Resolved- That the accounts below are paid and the account balances be noted.

Community Account				Opening Balance	£908.85
Date	Cheque/ Reference	Payee	Details	Receipts	Payments
2 June 2008	BACS	War Stock	Dividend	£17.50	
24 June 2008	Transfer	Business Base Rate Tracker Account		£2,000.00	
2 July 2008	100601	Kay Jay Print Ltd	June newsletter		£409.00
2 July 2008	100602	David Pearson and Associates Ltd	Internal Audit		£58.75
2 July 2008	100603	C. Brown	* Postage May + June £22.22, Councillors' pens £36.50		£60.70
2 July 2008	100590	Land Registry	* Cheque returned	£12.00	
31 July 2008	SO	C. Brown	Salary (15 hours per week, 2008/9 pay award pending)		£570.17
				Closing Balance	£1839.71

* Invoices and receipts arrived after publication of the agenda

Business Base Rate Tracker Account				Opening Balance	£52,687.30
Date	Cheque/ Reference	Payee	Details	Receipts	Payments
6 June 2008	Interest			£339.22	
24 June 2008	Transfer	Community Account			£2,000.00
				Closing Balance	£51,026.52

- 08/139 Correspondence-(For information and inform future agendas.)
- Eastburn School Newsletter (Circulation envelope)
 - Keighley Area Committee: Decision list 18 June 2008 (Circulation envelope)
 - YLCA: Annual Report and Accounts, Agenda Joint Annual Meeting 19 July 2008: Councillor Mullen will attend the Joint Annual Meeting.
 - Posters of Bradford Councillors 2008-9: Circulated
 - Zurich Insurance: Notification of a change in claim procedure: Noted
 - SELRAP Newsletter (Circulation envelope)
 - Letter from resident regarding weeding at the Rose Garden, Eastburn: The information has been passed to Parks and Landscapes
 - Letter from resident regarding inconsiderate drivers on the pelican crossing, Steeton: Forwarded to Inspector Sanderson
 - Notification of dates on Keighley Planning Panel: Circulated to members of the Planning Committee

Planning Matters:

- i) LDF Documents Received: Bradford City Centre Action Plan is available on the website: Passed to Councillor Mullen
- ii) LDF: Draft Landscape Character SPD and Sustainability Appraisal report: Councillor Mullen reported that he had circulated the relevant parts of the document, by e-mail to councillors.
- iii) The e-consultation meeting on 25 June 2008 was postponed. The rearranged meeting is Wednesday 16 July at 5.30 p.m. at Keighley Town Hall.
- iv) Planning applications to be considered:
- a) 08/03452/FUL, Conservatory at 36 Aireburn Avenue, Keighley Road, Steeton
Resolved: No objections, the council will support the decision of the Planning Officer
- b) 08/03456/LBC, Rebuilding existing garden room with oak frame and lead roof covering at 2 St. Stephen's Road, Steeton
Resolved: No objections, the council will support the decision of the Planning Officer and the Conservation Officer
- c) 08/03606/FUL, Demolition of existing garage and construction of two storey side extension at 57 Thornhill Road, Steeton
Resolved: The applicant appears to have addressed the issues that caused concern with the previous application and therefore the council will support the decision of the Planning Officer.
- d) 08/ 03882/COU: Change of use back to retail car sales at Aireburn Garage, 59 Keighley Road, Steeton
Resolved: No objections, the council will support the decision of the Planning Officer
- v) Planning decisions to be noted: None
- vi) Appeal Notification:
- a) 08/00078/APPFUL, Longlands, Skipton Road, Steeton.

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

- Bowling Green: There is a water leak that is causing water to run on to the south westerly corner of the green. The clerk will report this to Parks and Landscapes
- Bowling Pavilion: A seal has gone on one of the windows: The clerk will report this to Parks and Landscapes
- A lamp standard is not working: Councillor Mrs Townend will report this
- Sutton Lane: Weeds have grown out in to the road making it dangerous for pedestrians walking from Sutton to Eastburn. The Clerk will report this to Highways.
- Elmsley Street: Disabled parking queries should be addressed to the Blue Badge Unit, Myrtle Park.
- Corn Mill Green: A branch has broken off a tree and has not been removed. The Clerk explained that due to storm damage and staff shortages the removal of fallen branches is currently delayed but will report this again.
- Sewage is still leaking from the road at the top of Queen Street. This will be raised at the meeting with Yorkshire Water on 9 July.
- Weeds on Halstead Way have not been cut back. As weed control is an ongoing problem the Clerk will contact the Ward Councillors to ask them to take some action on this.
- Wall at Whitley Head has been damaged again. The Clerk will report this to Highways.
- Trees on the verge on Parkway between Halsteads Way and Stone Grove need trimming back: This will be reported to Parks and Landscapes
- A629: There is a lot of ragwort on the verges. The Clerk will report this to weed control.
- Signs on Station Road close to junction with A629 are obscured by overhanging trees and branches. The clerk will report this to Highways.
- Manhole on grass area on Station Road close to the junction with Old Station Road: The cover is missing and the surround damaged. The Clerk will report this to Highways.

To note the date of the next meeting-Wednesday 6 August 2008, 7.30 p.m. at Eastburn Junior and Infant School.

There being no further business the Chairman closed the meeting at 9.27p.m.