



Steeton-with-Eastburn Parish Council

The Minutes of the Annual Meeting of the Council held at Eastburn Junior and Infant School, Wednesday 7 May 2008 at 7.30p.m.

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

In attendance: Mrs. C. Brown, Clerk, 4 Members of the public, 1 Member of the Press, Councillors Mallinson, Kelly and Naylor, Ward Councillors. Mr Sanderson, Sutton Juniors Football Club

08/86 Election of Chairman
Councillor Mullen was nominated for the position of Chairman
Resolved: That Councillor Mullen be elected as Chairman for the ensuing year.
Councillor Mullen signed and read out his declaration of acceptance of office.
Councillor Mullen thanked Councillor Dr Harding for her excellent chairmanship over the last two years.

08/87 Apologies
Apologies were sanctioned from Councillor Dr Harding

08/88 Declaration of Interest
Councillor Mrs Emmott declared a prejudicial interest in item 17iib, Planning Application 08/02399/FUL as she has a 50% interest in the tenancy of the land. Councillor Mrs Emmott withdrew from the meeting during discussion of this item.

08/89 Election of Vice-Chairman
Resolved: That Councillor Mrs Thompson be elected as Vice-chairman for the ensuing year

08/90 Appointment of representatives to outside bodies:
Resolved: That Councillor Mrs Blagden represents the parish council at the Police Tasking Meetings
Resolved: That Councillors Mullen and Mrs Thompson represent the parish council at the Parish Council Liaison Meetings
Resolved: That Councillor Weller represents the parish council at the Bowling Club Committee meetings.
Resolved: That Councillor Mullen represents the parish council at the West Yorkshire Rural Transport Partnership

08/91 Appointment of members of committees, working parties and steering groups:
Resolved: That Councillors Mullen, Mrs Thompson, Mrs Pickard, Hargreaves, Mrs Townend and Weller be elected as members of the Planning Committee.
Resolved: That Councillors Dr Harding, Mullen and Townend be elected members of the Staffing Committee
Resolved: That Councillors Mullen, Hargreaves and MrsTownend be elected members of the Joint Transport Working Party
Resolved: That Councillors Mullen, Dr. Harding, Hargreaves, Mrs Thompson, Mrs Townend and Mrs Pickard be elected members of the Parish Plan Steering Group
Resolved: That Councillors Mrs Pickard and Mrs Emmott be elected members of the Eastburn Playing Field Steering Group.

08/92 Minutes
Resolved- That the Minutes of the Council Meetings held on 2 April 2008 and 23 April 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 2 April 2008:

Minute Number	Action/Information
08/05	Notes: The Clerk has sent the VAT claim form for the year 2007/8 The clerk requested feedback on the delivery of the Target and Newsletter. The spot checks done in Styveton Way, Stone Grove and East Parade indicated that the residents received both the Target and the newsletter. Sutton Lane: Bruce Andrews, Highways, confirmed that the whole of the stretch of the road from Sutton to Eastburn is 30mph. Sutton Lane is too narrow for a traditional footway and he has made suggestions as to road markings which could improve the situation for pedestrians.

	The scheme will be put forward in the next round of highways work to the Area Committee. As a resident of North Yorkshire the clerk has received a communication about possible road schemes and a footway on Sutton Lane is included in this document. I have communicated this information to Bradford's Highways Department. A request for improved lighting on Sutton Lane was forwarded to Allun Preece, Principal Engineer for Street Lighting who has also put this on the list of schemes for recommendation to the Area Committee.
08/60	Cigarette litter- The clerk is still in communication with Mr Pollard who is trying to get an undertaking from the hospital maintenance team to clean this area on a regular basis.
08/67	Salman Mather has agreed to deliver Code of Conduct Training on June 11 at 7.00 p.m. at Eastburn Junior and Infant School.
08/68	Inspector Sanderson was invited to a future meeting and attended the Annual Parish Meeting on 23 April 2008.
08/72	The council's request to reinstate the longer safety barriers at the puffin crossing in Eastburn was forwarded to Trevor Eakin, Highways Department. He is unwilling to override the decision to shorten the barriers without consulting with Urban Traffic Control. The clerk will contact this department to get an update.
08/74	The Bowling Club has returned the signed agreement.
08/82	Potholes on Lyon Road and High Street: Agreement to repair these Wall opposite Airedale Hospital: Repaired Damaged walls at Whitley Head: Details passed on to Structures Section, Highways Department, who will inspect the walls and decide whether they are retaining walls or boundary walls and take appropriate action. Trees on Corn Mill Green: The trees belong to Asset Management and they will pay for them to be removed. White Lining on Mill Lane and High Street: This will be done during the next round of lining in the area. Stones on Chapel Road Recreation Ground: these will be looked at as soon as possible. Leaking sewer on Chapel Road: This was dealt with by Yorkshire Water on 9 April 2008. Clearing of the beck on the boundary of Corn Mill Green: Asset Management agreed to inspect this but will only clear it if there is a real danger of flooding.

08/93

Eastburn Playing Field:

i) Mr Sanderson, Sutton Junior Football Club, outlined his plans for the 2008/9 season. He spoke of the success of the club and its fund raising efforts over the last year. All the managers are CRB checked, will be level 1 coaches by the end of 2008 and the club will apply for charter standard next year. He requested permission for Sutton Juniors under 12's team to use Eastburn Playing Field for 1 season. Mr Sanderson was congratulated by Councillor Mallinson for all his hard work and commitment to the youngsters

Resolved: To allow Sutton junior Club to use Eastburn Playing Field for the under 12's team for the 2008/9 season subject to the field being in a suitable state for play. Any additional charges for pitch marking charged by Parks and Landscapes will be met by Sutton Junior Football Club.

ii) The involvement of the Sports Turf institute on a consultancy basis to give advice about the drainage of the field was discussed.

Resolved: The clerk will contact the Sports Turf Institute and ask them to act as consultants and provide detailed specifications for the drainage of the playing field.

08/94

Police Issues

i) The crime figures for March 2008 were not available as the beatcrime website had not been updated

ii) Police Tasking Meeting

Councillor Mrs. Blagden reported on the meeting held 24 April 2008. Meetings will be held every six weeks from now on.

- The litter problem in Eastburn was reported
- The playing of football in the Rose Garden was also reported but no comments on this issue were available
- Up to date Crime figures will be available at future meetings.

iv) Reports for communication to the police at the next Tasking Meeting

- Congratulations should be forwarded to the NPT as they responded within 20 minutes to a reported burglary
- PC Merifield was also thanked for regular updates to local residents who were the victims of a letter campaign.
- Williams Road estate: the elderly residents are fearful of groups of youngsters in the area.
- Bowling Green: there have been some reports of youngsters playing on the green.
- Littering of cigarette ends at the bowling club: Councillor Mrs Blagden will contact the manager of the Willows.

08/95

Council Vacancies

i) The Clerk reported that confirmation has not been received that an election has not been requested by electors.

ii) The long service of the two councillors who have resigned was applauded.

08/96

Highways Issues

i) The letter from the Headteacher, Steeton School was discussed.

Resolved: To support the traffic proposals, i.e. the painting of yellow zig-zags outside the school, as detailed in the letter received from the Headteacher, Steeton School..

Resolved: The clerk will send a letter of appreciation to Mrs Newson for her help with the Parish Plan and wishing her well in her retirement.

ii) The letter from a local resident and the replies from Highways and the Police were discussed. PC Merifield agreed that there is a problem with inappropriate parking on Thornhill Road. Councillor Mallinson proposed that he, Councillor Mullen and Bruce Andrews, Highways Department, walk the area together to try and find solutions to the problems. The Ward Councillors will also consult with the residents as to the measures they would welcome.

Resolved: The clerk will write to the residents to inform them of the action to be taken.

08/97

Youth Issues

The provision of the Youth Vehicle for a period of six months at a total cost of £3300.00 was discussed.

Resolved: To commit resources to providing the youth vehicle and attendant youth workers for a trial period of six months.

Resolved: To vire £1400 from reserves to the Youth Issues budget.

Resolved: The clerk will look at suitable grants to help with the cost of the youth provision.

08/98

Drainage and sewage capacity concerns on Thornhill Road

The anecdotal and photographic evidence of a problem with the drainage and sewage system on Thornhill Road were discussed. It was reported that sewage leaks occur during moderate rain fall.

Resolved: The clerk will write to Yorkshire Water, the Environment Agency, Bradford Council and Ann Cryer MP and ask for immediate action to be taken to improve this situation. An invitation will be extended to Yorkshire Water to attend a council meeting.

08/99

Finance

i) Annual cash flow summary, bank reconciliation and statement of variances

Resolved: To approve the cash flow summary, bank reconciliation and statement of variances for the period ended 31 March 2008.

ii) Resolved: To complete the Annual Return Section 2 confirming that members are satisfied with the internal controls carried out by the Responsible Financial Officer and the Internal Auditor.

iii) Resolved: To approve and the Chairman and Responsible Financial Officer to sign Section 1 of the Annual Return for the period ended 31 March 2008

iii) Accounts for payment

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

Community Account				Opening Balance	£754.43
Date	Cheque/Reference	Payee	Details	Receipts	Payments
7 April 2008		Bradford Council	Precept	£22,861.00	
10 April 2008			Transfer to Business Base Rate Tracker Account		£21,000.00
* 23 April 2008	100590	Land registry	Confirmation of ownership of boundaries at Eastburn Playing Field		£12.00
2 May 2008	291	Bowling Club	Maintenance Fee	£95.00	
7 May 2008	100591	KayJay Print	Printing newsletter		£228.00
7 May 2008	100592	PCC	Rental of church hall		£69.60
7 May 2008	100593	D. Mullen	Course fee and travelling expenses		£30.55
7 May 2008	100594	YLCA	Subscription		£563.00
7 May 2008	100595	C. Brown	13.5 hours parish plan £89.09, Broadband services £37.48, Postage £29.81		£156.38
31 May 2008	Standing Order	C. Brown	Salary		£570.17
				Closing Balance	£1080.73

* The payment of this cheque was authorised by the Clerk under Standing Order (Financial Regulations) 3.4

Business Base Rate Tracker Account				Opening Balance	£31,687.30
Date	Cheque/Reference	Payee	Details	Receipts	Payments
10 April 2008			Transfer from Community Account	£21,000.00	£1,000.00
31 March 2008				Closing Balance	£52,687.30

v) Zurich Local Council Advisory Service:

Resolved: Not to subscribe to the Zurich Insurance Local Council Advisory Service.

08/100

Correspondence-(For information and inform future agendas.)

- YLCA-request to update membership details: Completed by the clerk
- YLCA-Questionnaire for member councils: Completed by the clerk
- Letter from the Bowling Club asking why there is a 50% increase in their maintenance fee: The clerk will respond to this letter
- YRCC-Assistance for community buildings, parish plan and access to services pack (Circulation envelope)
- Neighbourhood Forum Poster-Displayed in notice-boards and date put on the website and notes of the last forum (Circulation envelope).
- Keighley Area Committee Minutes 12 March 2008, Agenda 9 April 2008 (Circulation envelope)
- Keighley Planning Panel Minutes 6 February 2008, Agenda 17 April 2008 (Circulation envelope)
- Housing Needs Survey-Copies passed to Councillors Mullen and Harding
- Zurich Insurance; Notification of enhanced cover in light of the Corporate Homicide and Manslaughter Act 2007: Noted
- SLCC Notification of Regional Conference Thursday 12 June 2008: Noted
- NALC Financial services Compensation Scheme Briefing Note: Noted
- Schedule of Neighbourhood Forum Meetings May to July 2008 (Circulation envelope)
- Eastburn School Newsletters (Circulation envelope)

- NALC Conference 2008, Eastbourne (Circulation envelope)
- YLCA: Assembly Digest, White Rose Update (Circulation envelope)
- Bradford Council: Plan-It Newsletter (Circulation envelope)
- Letter from resident re milestone, Eastburn: Councillor Naylor will find out which agency renovated the milestone in Silsden.
- YLCA; Councillor Training Programme: Agenda item for the June meeting.

08/101 City of Bradford Council Minutes and Reports
Councillor Mrs Blagden reported on the Safer Communities minutes that tackling Anti-Social behaviour is both a local and national priority.

08/102 Planning Matters:
i) LDF Documents Received: None
ii) Planning Applications to be considered:
a) 08/02029/FUL, Amendment of approval 06/04021 to provide accommodation in roof space at Greenfield Joinery Works, Main Road, Eastburn
Resolved: To support the planners' decision
b) 08/02399/FUL, Construction of 181 dwellings with associated access roads and playing field with clubhouse and parking area at land at Thornhill Road, Steeton.
Resolved: Recommend refusal for the following reasons:

- The inclusion of 3 storey dwellings is totally out of character with the surrounding built environment and would be visually detrimental to the street scene in contravention of Policy UR3
- There is no Security by Design brief with recommendations of crime reduction measures
- The traffic surveys are inadequate. The council would like to see wider ranging traffic surveys carried out at peak school times at the junction of Thornhill Road and Skipton Road, Clough Avenue and Skipton Road the junction of Skipton Road and Station Road and at the junction between Station Road and the A629, independently of the developer.
- The measurements of the size of the site, with a resulting difference in density figures, are in dispute.
- There is no consultation report from the Local Education Authority to assess the impact of a development of this size on the existing schools.
- It is uncertain as to whether part of the site is allocated for the construction of a primary school.
- There is no consultation report from Parks and Landscapes Department, Bradford Council, on the appropriate level of play provision and amenity spaces for the development.
- There is no report from Yorkshire Water on the impact of the site on the local drainage and sewage system.

The parish council would also wish to reserve the right to make further comments subject to other reports and information being available.
The parish council requests that this application is determined by the Keighley Planning Panel. Councillors will attend the planning panel meeting to make representations.
iii) Planning decisions to be noted:
Granted:
a) 07/07624/FUL, Two storey extension at 7 Curlew Court, Steeton.
b) 08/00487/FUL, Conservatory extension at Cobbydale View, Whitlay Head, Steeton.
Refused:
a) 08/00052/FUL, Three bedroom house at Former site of garages, South of Chapel, Moor Lane, Eastburn
b) 08/00239/FUL, Extension at Meadowfield Croft, Keighley Road, Steeton
iv) Appeal Decisions:
Granted:
a) 07/00705/OUT, Single storey dwelling at Oldside, Shoebridge Avenue, Eastburn
b) 07/05715/FUL, Conservatory at 3 Nutthead Cottages, Redcar Lane, Whitley Head, Steeton.
c) 07/06143/FUL, Escape window at 3 Ghyll Close, Steeton

08/103 Land at Ash Grove
As only 1 tender had been received to date this item was deferred to the next parish council meeting.

08/104 Member's Community Reports (For information and inform future agendas)

- World War II Pillboxes are in a dangerous condition.
- The marketing banner advertising Woodlands Millis is ripped. This has been reported by Councillor Mrs Blagden.
- A rotating sign at the Post Office, Eastburn. Enquiries will be made as to whether it needs planning permission.
- The mobile library bus used to park in the Methodist Chapel car park. This is a safer and cleaner place for adults, children and senior citizens to get on and off the bus. The clerk will write to the Church Council and ask permission for the mobile library to park in the chapel car park.
- The surface of Station Road between the traffic lights and Steeton Hall Gardens needs repairing.

To note the date of the next meeting-Wednesday 4 June 2008, 7.30 p.m. at Eastburn Junior and Infant School.

There being no further business the Chairman closed the meeting at 10.00.p.m.

Chairman..... Date: 4 June 2008