



Steeton-with-Eastburn Parish Council

The Minutes of the Annual Meeting of the Council held at Eastburn Junior and Infant School, Wednesday 6 May 2009 at 7.30p.m.

Present: Councillor Mullen (Chairman), Councillors Mrs. Blagden, Mrs Emmott, Hargreaves, Lambert, Mitchell, Mrs Pickard, Mrs Thompson, Mrs Townend and Weller (until 9.10p.m.).

In attendance: Mrs. C. Brown, Clerk,
7 Members of the public, 1 Member of the Press,
Abina Dorgan-Smith, Youth Services, Bradford Council (7.50 to 8.10)
Sgt Beecroft, Neighbourhood Policing Team (to 8.10)

09/75 Election of Chairman

- i) Resolved: That Councillor Mullen is elected as Chairman for the ensuing year.
- ii) The Chairman read out and signed his Declaration of Acceptance of Office that was endorsed by the Clerk.

09/76 Apologies:

Apologies were sanctioned for Councillor Miss Henson
Apologies were noted from Councillors Kelly and Mallinson, Ward Councillors.

09/77 Disclosures of Interest

Councillors Mullen and Thompson declared a personal interest in Planning Application 09/01100/FUL as residents of Thornhill Road.

Councillor Emmott declared a personal interest in Planning Application 09/01100/FUL as a tenant of the land.
Councillor Lambert declared a personal and prejudicial interest in Planning Application 09/01100/FUL as a recipient of a notification letter regarding the application from the Planning Department. Councillor Lambert left the meeting during discussion of this application.

09/78 Election of Vice-Chairman

Resolved: Councillor Thompson was elected as Vice-Chairman for the ensuing year.

09/79 To appoint representatives to outside bodies:

i) Police Surgeries

Resolved: Councillor Blagden was appointed to attend the Police Surgeries

ii) Parish Council Liaison Meetings

Resolved: Councillors Mullen and Thompson were appointed to attend the Parish Council Liaison meetings

iii) Bowling Club Committee

Resolved: Councillor Weller was appointed to attend the Bowling Club Committee meetings

iv) West Yorkshire Rural Transport Partnership/Replacement Committee

Resolved: Councillor Mullen was appointed to attend the replacement committee for the West Yorkshire Rural Transport Partnership.

09/80 To appoint members of committees, working parties and steering groups:

i) Planning Committee (6 members)

Resolved: Councillors Lambert, Pickard, Townend, Thompson, Mullen and Hargreaves were appointed to the Planning Committee.

ii) Staffing Committee (3 members) Councillors Mullen, Thompson and Townend were appointed to the Staffing Committee.

Resolved: Councillors were appointed to the Staffing Committee

iii) Joint Transport Working Group

Resolved: Councillors Mullen, Hargreaves and Townend were appointed to the Joint Transport Working Group

iv) Eastburn Playing Field Steering Group

Resolved: Councillors Lambert, Pickard, Emmott and Mitchell were appointed to the Eastburn Playing Field Steering Group

09/81 Minutes

i) Resolved: The minutes of the meeting held 1 April 2009 were approved as a true record and signed by the Chairman subject to the addition of Councillor Lambert's name on the list of those members present.

ii) Clerk's report and update on matters discussed at the meeting held 1 April 2009:

Minute No.	Report or Action taken
	Notes: The Clerk is investigating an alternative insurance quote. The Clerk has submitted the VAT claim The Clerk deposited the historical documents at the West Yorkshire Archives and has received a catalogue of items deposited. The Clerk has submitted the Annual update to the Charity Commission for Eastburn Playing Fields
09/57	Inspector Sanderson confirmed that PCSO's are being trained to issue fixed penalty notices for speeding.
09/61	Due to time constraints the Clerk attended a meeting with Noreen Akhtar on Friday 1 May to clarify the process for applying for a grant from the Ward investment Fund.
09/64	The raised beds have been constructed. Two new benches have been supplied by Parks and Landscapes.
09/66	The trees have been cleared from the site.
09/68	A certificate of membership has been received from YRCC
09/74	The Inspector for Highways who covers the parish has retired and another Inspector has not been recruited as yet. This may lead to some delays in the inspection of issues raised by the council. The leaking pipe was reported by Highways The graffiti has been overpainted. The graffiti removal solution is not effective on pebble dash surfaces. The problems with water not being diverted to the gullies on Barrows lane has been reported to the Major Works section, Highways. Investigations regarding the removed waste bin are continuing. The grass cutting machinery has been fitted with blowers to remove grass cuttings before traveling on the public highway. The playing field at Eastburn will be cut. The trees overhanging the footway at the junction of Queen Street will be cut back by Bradford Council as they can not find out who owns the land. Temporary repairs will be carried out on Lyon Road and it will be considered for resurfacing in 2009/10. The 30 mph roundel at the parish boundary by Cinetic will be repainted.

09/82 Police Issues

i) Sgt. Beecroft circulated copies of the April Neighbourhood Policing Team newsletter. The Policing pledge is outlined in the newsletter and details the community consultation surgeries and the importance of priority given to issues identified by the community. Recent issues identified were speeding through the villages and low level anti-social behaviour in the Robin Drive area, the latter being removed from the priority list after police action. A current concern is criminal damage at the Bowling Pavilion and officers will patrol this area.

The following issues were reported for communication to the police:

- The letter of complaint from a resident of Ings Road regarding parking.
- An HGV cab parked overnight on Halsteads Way.
- A vehicle that may be abandoned between Elm View and Thornhill Rd

It was noted that after PCSOs have been given the power to issue fixed penalty tickets they are to undergo training in the issue of tickets.

Residents parking will be monitored and enforced by the wardens under civil enforcement rules. Councillor Mullen reported that wardens will patrol the villages when manpower allows.

09/83 Reports from invited guests:

i) Abina Dorgan-Smith gave an update on the Youth Programme for Steeton and Eastburn. Sessions have started at 7.00p.m. on Wednesday evenings and the youth vehicle is visiting Keighley Road Recreation Ground. 12 young people had attended the session on the evening of the meeting. There are also some lunch-time sessions at South Craven School to try and get more young people involved. It is hoped that links can be forged with the bowling club with a view to using the pavilion in the autumn/winter months. Two youth workers have been assigned to Steeton and Eastburn and a schedule of activities will be suggested. A group of young people will be invited to the July parish council meeting to update the council on their activities and future proposals.

09/84 Transport Issues

i): Councillor Mullen gave a report on the Joint Transport Working Group held 29 April 2009 the notes of which are available on the parish council website, www.steeton-with-eastburnparishcouncil.gov.uk

Councillors volunteered to help with the car park users survey:

20 May- Councillors Emmott and Lambert

9 June- Councillors Hargreaves, Blagden and Lambert.

ii) Letter from a resident of Ings Road, Steeton. This was passed to the police for action.

09/85 Parish Plan

i) Reports from the implementation groups:

- Community facility: No report
- Speedwatch initiatives: Councillors Hargreaves and Weller are waiting for PCSO Walton to arrange another Speedwatch.
- Footpaths and Rights of Way: Councillor Blagden reported that the group had checked 5 footpaths which were in good condition although some of the signage could be improved. The 'Walking for Health' group will inspect some of the footpaths Eastburn.
- Communication and website development: Councillor Pickard reported that new photographs for the banner of the website had been discussed. The website company will be asked to go ahead with the upgrade.

09/86 Eastburn Playing Field Update

Councillor Pickard gave an update on the progress of the redevelopment of Eastburn Playing Field. The report given to the AGM of the Eastburn Playing Fields Association is available on the parish council website. There had been a site meeting to investigate the concrete cover in the field. This was not a drainage chamber and merely covered the outlet pipe. Bradford Council will be asked to give advice on the drainage of the field and whether it would be possible to drain some of the water in to the drains on Sun Street. The only other option is to discharge the water to the low land in the NW corner of the site.

The Clerk reported that the project had got through the first stage of the Playbuilder funding and she will complete and submit a Stage 2 Application form.

09/87 Finance

i) Resolved: That the Statement of Accounts, the bank reconciliation and statement of variances for the period ended 31 March 2009 are approved and the Statement of Accounts to be signed by the Chairman and the Clerk.

ii) The Annual Return Section 2 was completed.

Resolved: That the Annual Return section 2 be signed by the Chairman and the Clerk.

iii) Resolved: To continue banking with Barclays.

iv) Resolved: That the signatories for the Parish Council Accounts are Councillors Blagden, Mullen and Thompson

Resolved: That the signatories for the Eastburn Playing Field Account are Councillors Blagden, Mullen and Thompson

v) To agree the accounts for payment and note receipts and account balances:

Community Account				Opening Balance	(£230.34)
Date	Cheque/Reference	Payee	Details	Receipts	Payments
9 April 2009	102477	Bradford Council	Precept	£23,660.00	
1 May 2009	Transfer	Business Base Rate Tracker A/c			£18,000.00
6 May 2009	100658	Kay Jay Print	Printing of Newsletter		£402.00
6 May 2009	100659	Bradford Council	Photocopying (March)		£4.72
6 May 2009	100660	Joel Westbrook	Cleaning and Maintenance (weeks commencing 27.2.09 to 20.3.09)		£166.00
6 May 2009	100661	Bradford Council	2 hardwood benches-Rose Garden		£550.00
31 May 2009	SO	C. Brown	Salary		£613.27
				Closing Balance	£3,693.67

Business Base Rate Tracker Account				Opening Balance	£53,687.06
Date	Cheque/Reference	Payee	Details	Receipts	Payments
1 May 2009	Transfer		Transfer from Community Account	£18,000.00	
				Closing Balance	£71,687.06

The Clerk reported that as the Tax and National Insurance annual submission had been completed on-line, HM Revenue and Customs has awarded the council a £100 credit against National Insurance payments for the year 2009/10.

09/88 Correspondence (For information and to inform future agenda items)

- YLCA 'Rural Matters'- The latest from 'The pitch' Funding from Sport England-Forwarded to Councillor Pickard
- Bradford Council; council Courier (Circulation envelope)

- YLCA: ACAS Code of Practice-Disciplinary Procedures for existing disputes.
- Eastburn Junior and Infant School Newsletters (Circulation envelope)
- BCEP Service Evaluation Report: forwarded to Councillor Pickard
- Bradford Council: Notification of Listed Building Survey
- Keighley area Planning Panel Agenda 22 April 2009 (Circulation envelope)
- Equality and Human rights commission: Public sector Equality Duties (Circulation envelope)
- SLCC regional conference Programme (Circulation envelope)
- Information Commissioner's Office- DVD 'Tick Tock': The Clerk will check that the council is meeting the requirements.
- Keighley Area Committee Minutes 8 April 2009 (Circulation envelope)

09/89 City of Bradford Council Minutes and Reports:

i) Updates from Councillors on City of Bradford Committee Minutes :None

ii) Allocation of Bradford Council Minutes for 2009/10

The Council: Councillor Mullen

The Executive: Councillor Townend

Standards: Councillor Mitchell

Staffing: Councillor Weller

Licensing: Councillor Hargreaves

Corporate Governance and Audit: Councillor Pickard

Corporate Improvement: Councillor Blagden

Environment & waste Management Improvement: Councillor Emmott

Health Improvement: Councillor Thompson

Regeneration and Economy Improvement: Councillor Lambert

Safer and Stronger Communities: Councillor Blagden

Social Care Improvement: Councillor Henson

Young People and Education Improvement: Councillor Pickard

Regulatory and Appeals Committee: Councillor Mitchell

Corporate Parenting Panel: Councillor Henson

09/90 Planning Matters:

i) LDF Documents Received: None

ii) Draft updated Planning Protocol: Councillor Mullen reported that the original protocol had not been ratified by the Regulatory and Appeals Committee. A review committee will meet to discuss the draft protocol and electronic consultation.

iii) Planning Applications to be considered:

a) 09/01081/FUL, construction of two storey side extension replacing existing garage, dormer window to front and roof windows to rear at 11 Burley Court, Steeton

Resolved: To support the decision of the Planning Officer but to add the following comments:

- The council questions the accuracy of the location plan
- The council would ask the Planning Officer to give due consideration to the protection of the amenity of neighbouring properties in Dale Crescent.

b) 09/01100/FUL, Construction of 230 dwellings, access roads, cycle ways and open space at land NW of 51 Parkway, Steeton

Resolved: To recommend refusal for the following reasons:

Drainage issues-

- Consultation with Yorkshire Water appears to be inadequate
- Provision for surface run-off is inadequate
- There is no evidence of treatment of surface water and the plans show that it is to be discharged into the beck
- The council questions the use of a hydrobrake to reduce the flow of discharge as the proposed discharge rate is excessive at 463 litres/second.
- The proposal to pump sewage in to an existing sewer in the Millennium Business Park which is part of a system that is already periodically overloaded.

Traffic and Transport issues-

- The applicant's traffic survey shows congestion on Skipton Road, Station Road and Steeton Top.
- The projected volume of traffic by 2014 shows an increase of over 100% which would result in further significant congestion on these vital routes.
- The installation of traffic lights and pedestrian crossings at the junction of Thornhill Road and Skipton Road will create rat runs on Clough Avenue and other surrounding streets.
- The parish council questions the planned location of the cyclepath
- The parish council requests that the developer looks at the feasibility of making an access road via Steeton Grove to Station Road.

Policy and design issues-

- There are discrepancies in the size of the site in different reports and documents. The UDP (Adopted October 2005) states that the size of the H2 housing site is 4.90 ha but reports and documents claim the site is up to 6.2ha. The council would like accurate site measurements confirmed so that real density figures can be calculated.
- The parish council would like confirmation as to whether the whole of the site is designated as H2 housing or if part of it is unallocated.
- The design of the houses is totally out of keeping with the surrounding properties and as such would be detrimental to the street scene.
- The required Section 106 agreement is not included with the application.
- The existing infrastructure can not cope with a development of this size and no provision is made to improve local infrastructure.
- The parish council questions the sustainability of the development.
- There is no 'Secure by Design' report included in the application.

The parish council requests that this application be considered by the Keighley Area Planning Panel and that this panel is convened in Steeton. Members of the council will attend the Planning Panel meeting to represent the views of the parish council.

c)09/01253/FUL, Loft conversion and dormer window to rear at 16 East Parade, Steeton

Resolved: To support the decision of the Planning Officer

d)09/01284/FUL, Construction of conservatory at 11 Forge View, Steeton.

Resolved: To support the decision of the Planning Officer

e)09/01719/HOU, Construction of two storey extension and rear conservatory at 14 Parkway, Steeton.

Resolved: To support the decision of the Planning Officer but express the following concerns

- the extension projects forward of the existing property.
- loss of amenity for neighbouring properties
- the extension is not in keeping with surrounding properties and is detrimental to the street scene.

iv) Planning decisions to be noted:

Granted:

a) 09/00806/FUL, Warehouse and loading bay pod extension at Damart Royal Mills, 20 Steeton Grove, Steeton.

Refused:

a) 09/00475/OUT, Demolition of existing sheds and bungalow and construction of new workshop, sales showroom and proprietor apartment over at Airedale Tree Surgeons, old Council Yard, Station Road, Steeton.

b) 09/00547/FUL, Demolition of existing buildings and construction of two storey extension at rookery Nook, Upper School Street, Steeton.

c) 09/00548/CAC, Demolition of existing buildings and construction of two storey extension at rookery Nook, Upper School Street, Steeton.

v) Appeal Decisions: None

09/91 Members community reports (For information only):

- Question the width of the newly painted double yellow lines on Mill lane within the Conservation Area.
- Pot Lane- Councillor Blagden will inspect the lane and report back to the next meeting.
- Enquire as to whether the footpath between Upper School Street and Market Street can be improved.
- White lines have not been repainted on High Street and Mill Lane.

To note the time, date and venue of the next Parish Council meeting:
Wednesday 3 June 2009, 7.30 p.m. at Eastburn Junior and Infant School

There being no further business the Chairman closed the meeting at 10.05.p.m.

Chairman..... Date: 3 June 2009