

Draft Minutes subject to confirmation



Steeton-with-Eastburn Parish Council

**The Minutes of the Meeting held at the Bowling Pavilion, Steeton,
Wednesday 7 November 2007 at 7.30p.m.**

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

In attendance: Mrs. C. Brown, Clerk, Councillor M. Kelly, Ward Councillor, 8 Members of the public, 1 Member of the Press

07/219 Apologies
Apologies were accepted from Councillor Mrs Thompson. Apologies were noted from Councillor Mallinson

07/220 Declaration of Interest
None

07/221 Minutes
Resolved- That the Minutes of the Council Meeting held on 3 October 2007 and the Planning Committee meeting 17 October 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 3 October 2007:

Minute Number	Action/Information
Notes:	Christmas Lights: The clerk has made enquiries as to the cost of putting lights at the top of existing lamp standards. To provide connections and timers for 1 lamp standard the approximate cost is £300. The cost of any lights attached to the lamp standard is in addition to this. The lights would need to be connected each year by Bradford Council. The clerk met with Mel Smith, Maintenance, Parks and Landscapes Department to hand over a key to the Bowling Pavilion. Other issues discussed with Mel Smith which could be included in budget considerations: Bridge in the Memorial Garden: This project has been included on the list of small parks and landscapes funding requests to go to the Area Committee. Floral display at the Memorial Garden: Mr Smith agreed to take back the ivy in some areas and plant with begonias in the summer of 2008. Mr Smith suggested that the council may consider some extra seating in the Memorial Garden. Rose Garden, Eastburn: This could be replanted/ redesigned with possible input from the gardening club at Eastburn School. Parks and Landscapes will carry out the work if the plants and any construction materials are paid for by the parish council.
07/193	Resignation of Councillor Mitchell: A letter of appreciation was sent.
07/195	Posters announcing the vacancy will be filled by co-option have been put up in the notice-boards.
07/197	Box junction at the end of East Parade: Highways will investigate the feasibility of putting in a box junction.
07/198	Ward Fund: A list of projects for consideration was sent to Councillor Naylor.
07/199	Steeton Beck: This will be cleared out as part of Parks and Landscapes winter programme.
07/205	Land at Ash Grove: A letter was sent to the individuals who have access rights. There has been no response to date.
07/212	A poppy wreath was purchased from the Keighley Branch, Royal British Legion. Potholes on High Street: These have been repaired Leaking Stop Tap on Upper School Street: This was attended to by Yorkshire Water Dog fouling on St Stephen's Road: The dog warden visited the area and agreed to patrol as often as possible. Dog fouling on Keighley Road Recreation Ground: This was reported to the Park Ranger Service. Follow up actions from previous minutes:
07/181	There has been no response from Aire-Wharfe Housing. The clerk has left a message on his extension and is awaiting a reply.
07/162	Verges on Green Lane: The clerk has enquired why these have not been cut back. The Cleansing Department (Grounds Team) agreed to trim the weeds back in the week commencing 18 October 2007 and then weed spray the road.

Update:
Minute Number 07/181: Mr Whittle, Aire-Wharfe Housing has agreed to attend the December parish council meeting.

07/222 Police Issues
i) Crime figures for September 2007: (Violent Crime and Serious Violent Crime figures not included in statistics)

- 0 Burglary, 10 Anti-Social Behaviour, 2 Youth Nuisance, 5 Criminal Damage, 2 Vehicle Crime

ii) Police Tasking Meeting
Councillor Mrs. Blagden reported on the last tasking meeting held 11 October 2007
The following concerns were discussed at the meeting:

- o Graffiti has been removed from the Keighley Road Recreation Ground
- o Youngsters had been spoken to about the bench in the Keighley Road Recreation Ground.
- o Chapel Road is being patrolled to deter vehicles from travelling the wrong way up the road
- o Thornhill Road is also being patrolled to deter inconsiderate parking and speeding.

- o Parking at Steeton School. The police regard the drop kerb lines as a problem as they encourage parking on the footway. These concerns will be discussed with Highways.
 - o Eastburn School grounds are being patrolled
 - o Eastburn Playing Field: One offender has been spoken to about verbal abuse.
- A Neighbourhood Watch representative brought up the following concerns:
- o Cars are parking on new pavement at the corner of High Street and Barrows Lane.
 - o The state of the surface of Barrows Lane
 - o The amount of litter and cigarette ends being discarded on High Street
- iii) Reports for communication with the police at the next Tasking Meeting
- o The names of the companies with HGVs using the village roads will be communicated to the police.
 - o Young people are racing on motor scooters down Elmsley Street and congregating near the shops
 - o Rail users are starting to park on Summerhill again.

07/223

Transport and Traffic Issues

- i) Joint Transport Working Group: Councillor Mullen gave a report of the meeting held 24 October 2007:
- o Roger Lambert, Architect, gave an update on his clients plans to provide more parking spaces at the station, including meetings with Metro and Network Rail.
 - o A proposal will be put together by Mr Lambert which will be assessed by a Senior Planning Officer/Highways Officer.
 - o A meeting has been arranged for 19 December 2007 for feedback on the proposal.
 - o Councillor Mallinson agreed to try and get some funding to carry out a survey of usage of the car park at the station.
- ii) Flashing speed indicator/school signs for Keighley Road and Skipton Road, Steeton (Councillor Mrs. Thompson):
Resolved: The clerk will ask Highways about the feasibility of installing school warning signs and flashing speed indicators on Keighley and Skipton Roads.
- iii) St. Stephen's Road:
Resolved: To contribute £253.29 towards the resurfacing of St. Stephen's Road from the Miscellaneous Provision budget.
- iv) Letter from a resident of East Parade regarding 30mph on Keighley Road, Pedestrian crossing on Keighley Road and 20mph speed limit:
Resolved: The clerk will reply to the resident with the information requested.
- v) Letter from a resident regarding footway provision on Sutton Lane
Resolved: The council supports the provision of a footway on Sutton Lane and will ask Highways to look in to the feasibility of a scheme.

07/224

Parish Plan

Councillor Mullen gave a report on the Parish Plan Steering Group Meeting held 10 October 2007:

- o A junior parish plan was finalised and sent to both primary schools
- o The analysis of the data was discussed
- o A list of chapter headings for the parish plan was produced by the clerk
- o The prize draw was held and the two winners notified

07/225

Play Provision Issues: Eastburn Playing Field

- i) Site Meeting held 6 October 2007: Councillor Mrs Lear reported on the meeting: There was a good turn out of local residents, parish councillors and police officers. Concerns regarding parking provision were voiced and the bikers group agreed to ask the hospital if their parking facilities could be made available at evenings and weekends. (Subsequently, this has agreed by the hospital). There were requests to consider repositioning the bike skills area further down the park away from residents. The police were criticised for the lack of policing in the area. Local residents thought that the emphasis should be on the drainage of the field and the provision of play equipment and that this should be completed before the bike skills area is considered. Concerns were also expressed about the safety of small children if the bike skills area is allowed to go ahead although this was refuted by the bikers as the sport is about controlling the bike at slow speeds. Bikers riding across the football pitch would need consideration and some residents are not happy with the field being used for a specialist sport.
- ii) Push-bike skills area in Eastburn Playing Field: The petition from local residents was considered by members.
Resolved: The bikers group will be asked to produce detailed plans that can be used for consultation and for any required planning application. The bikers group will also submit pre-application enquiries to the Planning Department to ascertain if planning permission will be needed.
- iii) The next Steering Group Meeting will be held on.
 20 November 2007-7p.m subject to Eastburn School being available

07/226

Youth Issues

- i) Meeting with Abina Dorgan Smith, Rural Youth Worker, on 8 October 2007, Councillor Thompson was unavailable. Councillor Dr Harding gave a report of the meeting:
- o Guidelines for setting up the Youth Council will be looked at by Councillor Thompson and Abina Dorgan-Smith.
 - o Supervised activities for young people can be arranged if paid for by the parish council and a suitable venue is found.
- ii) Funding of youth workers:
Resolved: To fund the provision of youth workers to supervise 4 sessions for young people as a trial. The funds to be taken from the Youth Issues budget.
- iii) Request to the PCC for use of the church hall
Resolved: That Councillor Blagden ask for the request to use the church hall for supervised youth sessions be put on the agenda of the PCC meeting to be held 19 November 2007.
- iv) Youth Council

Resolved: The clerk will liaise with Councillor Thompson to arrange a suitable date to have an informal meeting with young people who have expressed an interest in being involved in a Youth Council.

- 07/227 Charter
Councillor Harding gave a report on the signing ceremony with Bradford Council on October 25 2007.
- 07/228 Local Government and Public Involvement in Health Bill
Concerns were expressed that the Secretary of State may have the power to appoint parish councillors rather than having free and open elections.
Resolved: This item was deferred to the next meeting to allow the clerk to obtain more information.
- 07/229 Neighbourhood Review-Consultation with Town and Parish Councils
Resolved: Councillors Harding and Mullen and the Clerk will attend this meeting on Thursday 29 October 2007.
- 07/230 Decriminalised Parking Enforcement:
Resolved: The information was noted.
- 07/231 Old Co-Op Building, Steeton
The state of the building was discussed. The council has already approached the owners, the Enforcement Officer and the Building Control Officer regarding the state of the building.
Resolved: The clerk will contact Visible Services and ask if they have the power to make the owners tidy up the building. The clerk will also reply to the resident outlining the steps the council has taken.
- 07/232 Post Office Consultation and Closures
It was reported that the public consultation meeting will take place on Tuesday 27 November 2007 at the Temple Row Centre, Keighley at 6.30 p.m. Public Information posters have been supplied by Bradford Council and these will be posted in the notice-boards and offered to the post offices for display.
- 07/233 Asset Register
Resolved: To accept the updated Asset Register. (Appendix 1)
- 07/231 Quality Status
Resolved: That the clerk should not attend the 'Quality Counts' Conference as the subjects have been covered in her CiLCA training.
- 07/232 Budget 2008/9
Resolved: To include the following projects in the projected budget for 2008/9
- o Enhancement of the Memorial Gardens.
 - o Replanting/redesign of the Rose Garden.
 - o Additional cleaning and inspection of the play areas owned by the parish council.
 - o Clean up and restoration of areas of the cemetery.
- 07/233 Finance
i) External Auditor's Report:
Resolved: The council welcomed the external auditor's report and accepted it.
ii) Audit budget provision: Due to the council's income being greater than expected due to Parish Plan and Youth Issues grants a larger external audit charge has been levied.
Resolved: To vire £125.00 from the Miscellaneous Provision budget heading to the Audit heading
iii) Accounts for payment
Resolved: That the accounts below be paid and the account balances be noted.

Community Account				Opening Balance	£906.30
Date	Cheque/Reference	Payee	Details	Receipts	Payments
1 November 2007	Internet		Transfer from BBRT A/C	£5,000.00	
7 November 2007	100556	Wright, Atkinson & Pearson	Legal fees		£1,538.12
7 November 2007	100557	D. Lear	Ink cartridge		£45.00
7 November 2007	100558	Walker Office Products Ltd	Stationery		£94.61
7 November 2007	100559	Mazars	External Audit		£334.88
7 November 2007	100560	Steeton Cricket Club	Bonfire Security		£150.00
7 November 2007	100561	Dolphin Stairlifts	Roll-A-Ramp		£564.00
7 November 2007	100562	G. Gill	New door-Bowling Pavilion		£794.95
7 November 2007	100563	YLCA	Quality Status Portfolio File		£2.20
7 November 2007	100564	C. Brown	Spare keys, Bowling Pavilion £8.00, Postage £27.84, Portfolio return £5.00, Training refreshments £22.18, Remembrance Wreath £25.00, Broadband £37.48		£125.50
7 November 2007	100565	L. Harding	Prizes for Parish Plan Prize Draw		£23.84

30 November 2007	Standing Order	C. Brown	Salary		£507.52
				Closing Balance	£1,725.68

Business Base Rate Tracker Account				Opening Balance	£40,032.56
Date	Cheque/Reference	Payee	Details	Receipts	Payments
1 November 2007	Internet	Community A/C	Transfer		£5,000.00
				Closing Balance	£35,032.56

- 07/237 Correspondence-(For information and inform future agendas.)
- Agenda Keighley Area Committee, 18 October 2007.
 - Local Government and Communities Department: An overview of new Local Area Agreements (Circulation envelope)
 - YLCA: Information to member councils 12 October 2007 (Circulation envelope)
 - SELRAP Craven Rail Newsletter (Circulation envelope)
 - Eastburn Junior and Infant School: Newsletters (Circulation envelope)
 - YRCC: 21st Century Villages Conference: Invitation to attend
 - Bradford Council: Information regarding Remembrance Day services
 - Legal and Democratic Services, Bradford Council: Letter informing the council that Councillor Martin Smith will represent the Lord Mayor at the Steeton Remembrance Service.

- 07/238 City of Bradford Council Minutes and Reports
 Councillors reported the following observations:
 Social Care Improvement Committee:Charges for meals for housebound and disabled persons will be increased.
 Local Government Ombudsman has criticised the Planning Department for not assessing ground levels appropriately when considering planning application
 Regulatory & Appeals Committee: Allowed the appeal of Westy Bank Croft, Steeton.

- 07/239 Planning Matters:
- i) Local Development Framework: Documents Received: Notification that Supplementary Planning Documents regarding Housing sites at Bingley Road and Derry Hill, Menston and Planning Obligation will be adopted on 25 October 2007.
- ii) Local Development Framework Comments: None
- iii) Planning Applications to be considered:
- a)07/08320/FUL, Two storey extension at 4 Harefield Cottages, Harefield Close, Eastburn
Resolved: The council recommend refusal due to the following:
- Trees adjacent to site will be damaged by the construction.
 - The application does not conform to Policy 10, House Extensions Policy in that the proposed building will be constructed right up to the boundary wall.
- Note: Councillor Mullen will attend an Area Planning Panel meeting if required.
- b)07/08712/FUL, Dormer window at 5 Green Close, Eastburn
Resolved: That due to proposed amendments to the plans the consideration of this application will be deferred to the next meeting.
- c)07/08142/FUL, Two storey extension to front and side and single storey garden room at Meadowfield Croft, Keighley Road, Steeton.
Resolved: The council recommend refusal due to the following:
- A Right of Way will be affected by the construction.
 - The size of the extension is disproportionately large.
 - The proposed construction contravenes Policy 13 of the House Extensions Policy in that it projects forward from the building line of the original building.
- Note: Councillor Mullen will attend an Area Planning Panel meeting if required.
- d)07/08713/FUL, Extension to form dormer, garage/utility and previously approved conservatory at 7 Green Close, Eastburn
Resolved: That due to proposed amendments to the plans the consideration of this application will be deferred to the next meeting.
- iv) Planning decisions to be noted: None
- v) Appeal Notification:
- a) 07/00180/APPOUT, Oldside, Shoebridge Avenue, Eastburn: Noted
- vi) Planning Committee: Councillor Dr. Harding resigned from the Planning Committee.
Resolved: That the Planning Committee consists of Councillors Mullen (Chairman), Mrs Emmott, Hargreaves, Miss Moorhouse, Mrs Thompson and Mrs Townend.

- 07/240 Member's Community Reports (For information and inform future agendas)
- Plants overgrowing from Landis Lund site and obstructing the footway and road on Lyon Road
 - To note: Action Community Eastburn are holding a Christmas Fayre on 15 December 2007 at 1.00p.m.
 - To note:Members disappointment that the promised invitation to look round the new Mental Health Unit, Airedale Hospital, prior to its opening, has not been received.

To note the date of the next meeting-Wednesday 5 December 2007, 7.30 p.m. at Steeton Bowling Pavilion.
 There being no further business the Chairman closed the meeting at 9.20p.m.

Chairman..... Date: 5 December 2007