



Steeton-with-Eastburn Parish Council



**The Minutes of the Meeting held at the Bowling Pavilion, Steeton,
Wednesday 5 November 2008 at 7.30p.m.**

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

In attendance: Mrs. C. Brown, Clerk,
5 Members of the public, 1 Member of the Press,
Sgt Jo Beecroft, Neighbourhood Policing Team

08/201 Apologies
Apologies were noted from Councillors Kelly, Mallinson and Naylor, Ward Councillors

08/202 Declaration of Interest
None

08/203 Minutes
Resolved- That the Minutes of the Council Meeting held on 1 October 2008 and the Planning Committee Meeting held 16 October 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 1 October 2008:

Minute Number	Action/Information
08/163	Christmas Tree: The clerk has informed Bradford Council that the lights will be connected to the lamp standard on Mill Lane again this year. The Clerk has confirmed with the electrician that the lights will be put up towards the end of November. The 'Drainage' presentation has been uploaded on to the website, circulated to members with e-mail facility and hard copies provided to other members.
08/178	The barrier and capping stones at the junction of Mill Lane and Skipton Road are not the property of Asset Management.
08/179	Wall on Green Lane: The head-teacher, Eastburn Junior and infant School has contacted the owner and expressed concerns about its safety.
08/186	£300 has been vired to the Parish Plan budget from Reserves.
08/187	The local company's representative has been informed that the council welcomes their proposals.
08/189	The wreath was ordered and collected from the Royal British Legion.
08/191	The Assistant Area Co-Ordinator has included the launch of the Parish Plan on the agenda for the next Neighbourhood Forum meeting.
08/193	The quarterly cashbook has been uploaded on to the website for information. The clerk has received the hardware and pass codes to enable her to access the bank accounts via the internet.
08/196	The successful contractor was informed and he has started the work to clear the land at Ash Grove. The unsuccessful contractor was informed that he had not secured the contract.
08/197	Stolen oak tree: The request for a replacement was forwarded to the Tree section at Peel Park. Name plate at Stone Grove: This will be replaced The resurfacing of Barrows Lane is imminent. Surface of Station Road: This does not meet the criteria for resurfacing but will be included on the list for surface dressing in the next financial year. Overhanging bushes on Station Road: The area in front of the Millennium Business Park is the responsibility of Bradford Council and a request for trimming back has been sent to the Tree section. Potholes on Keighley Road: These do not meet the criteria for repair but any deterioration in the surface will be monitored. An extensive list of junction markings is due for completion and Mill Lane is included on the list. Damage by Railtrack to kerbstones etc on Thornhill Road: On completion of Railtracks works repairs will be carried out and Railtrack will be billed for this work. Wall at Whitley Head: This was due for repair on 27 October 2008

P08/200	Stiles at the bottom of Thornhill Road: Fiona Plane, Rights of Way officer, has reported them to Railtrack for repair. An e-mail has been sent to Chris Hughes
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Pursuant to Minute No 08/197, Stiles at the bottom of Thornhill Road: Network Rail will not replace them with kissing gates due to the high incidence of suicides at this crossing point but have agreed to make repairs to the existing stiles.

- 08/204 Police Issues
 i) Sgt. Jo Beecroft, Neighbourhood Policing Team, attended the meeting. She circulated copies of information from the NPT website. She reported on a joint initiative with North Yorkshire Police in Cross Hills on cross border issues where PCSO Andrew Blood and Councillor Miss Henson patrolled with officers from the NY force. Speedwatch has been carried out locally and a large number of vehicles were apprehended exceeding the speed limit on Keighley Road and Skipton Road. A joint casualty reduction initiative will start at Airedale Hospital on November 17th for a week. Crime prevention advice will be available and officers welcome communication with local residents during this week.
 Sgt. Beecroft confirmed that two PCs and 3 PCSOs are dedicated to the Craven NPT. Crime figures have shown a drop over the last month from 49 to 32. The police are aware of problems with graffiti in the area and have the tag on the website asking for members of the public to identify the culprit. Sgt Beecroft also confirmed that the police do carry out patrols in the evenings and invited councillors to accompany officers on patrol.
 ii) Report on the Automated Number Plate Recognition presentation: Councillor Blagden gave a report of the presentation which explained how the two cameras in the Bradford district are used. The registration number is displayed on screen and any irregularities regarding tax or insurance are highlighted. The information is collected and stored on a national database. The use of the cameras has led to arrests for a variety of serious crimes. The police would like to deploy static cameras, the siting of which will be decided by the intelligence team. Sixteen cameras would cost around £300,000. It was emphasised that these cameras will not be used for speeding offences. The Clerk will put consideration of a grant towards this initiative on the agenda of the December meeting.
Resolved:
 iii) Police Tasking Meeting
 Councillor Mrs. Blagden gave a report on the meeting held 2 October 2008
 - Parking issues: The police are awaiting traffic regulations on the blind bend on Thornhill Road. Fixed penalty notices have been issued to cars on Thornhill Road that were causing an obstruction. On the days of patrols no cars were parked close to junction with Skipton Road but this will be monitored.
 - Speedwatch-More events will be to be conducted between 10.00a.m & 12.00 as there is traffic congestion during the rush hour periods.
 - Vehicle speeding on Thornhill Road and mounting the footway. The driver will be identified and warned.
 - Reports of apples thrown at the windows of properties: Two youths have been identified and their parents advised.
 iii) Reports for communication to the police at the next Tasking Meeting
 None
- 08/205 Eastburn Playing Field
 i) The letter confirming an agreement, in principle, to allow a permissive right of way across the land adjacent to Eastburn Playing Field was welcomed.
Resolved: The Clerk will write to the other three landowners and ask for written confirmation of their agreement to a permissive right of way.
 ii) It was reported that no meeting has yet been arranged with Bradford Community Environment Project representatives.
Resolved: The Clerk will send provisional dates for a meeting to BCEP.
- 08/206 Parish Plan
 i) Resolved: The printed parish plan was approved by members. Copies will be sent to Planning Officers, LDF Team, Ward Councillors, Kris Hopkins and Claire Davies, Metro.
 ii) Resolved: Councillors who are available will meet at the Bowling Pavilion on Wednesday 19 November at 10.00 a.m. to start the process of delivering the plan to residents.
 iii) Resolved: Councillors Mrs Emmott and Mrs Townend volunteered to organise the refreshments at the Neighbourhood Forum on 11 November 2008.
 The Area Co-ordinator's Office will be asked to bring boards to display pages from the Parish Plan.
- 08/207 Budget 2009/10
 i) Youth Provision: Councillors Mrs Pickard and Miss Henson reported on the outreach work paid for by the parish council in 2008/9. A meeting was attended with Abina Dorgan-Smith and Lesley Sargisaon at which it was reported that the contact details of 37 young people had been recorded and other young people had attended the youth sessions. The numbers attending had been dependant on the weather but on average between eight and ten young people attend the sessions and have taken part in a variety of activities. It was

reported that a venue is needed during the winter months to be able to organise some art activities. It was suggested that the Bowling Pavilion could be used as this would not have any further budget implications.
Resolved: The Clerk will write to the Chairman, Steeton Bowling Club, to inform him of the intention to use the pavilion for the youth activities.

Resolved: Councillor Mitchell agreed to draft a licence for agreement between the parish council and the youth service regarding the use of the bowling pavilion.

ii) The budget 2009/10 briefing paper previously circulated by the Clerk was discussed

Resolved : To include the following projects in the draft budget for 2009/10:

Youth Provision, Play improvements, Provision of more seat/benches, Provision of more litter bins. Improvement of Rose Garden, Improvement of planting in Memorial Garden, IT equipment to service e-consultation of planning applications, Setting up and initial work of Parish Plan Implementation Group.

08/208

Byelaws:

Councillor Mitchell reported on the consultation document of the extended powers for parish councils in setting byelaws. It was felt that the parish council would not be involved in the setting of byelaws at this time.

Resolved: The consultation paper was noted and thanks were expressed to Councillor Mitchell for his clear explanation of the details of the consultation.

08/209

Transport Issues

i) Joint Transport Working Group: Councillor Mullen gave a report on the meeting held 16 October 2008. The breakdown of the information screens on the platforms was queried. This will be brought up at the meeting on Monday 10th November and also with Caroline Young, Metro.

ii) Survey of use of the car park at Steeton and Silsden Railway Station:

Resolved: To contribute a maximum of £250 towards the cost of carrying out a survey and analysing the data of use of the car park at Steeton and Silsden Railway Station.

iii) West Yorkshire Rural Transport Partnership: Councillor Mullen gave a report on the meeting held 22 October 2008 and informed members that the next meeting will be the last of the group as funding from Yorkshire Forward has come to an end.

08/210

Airedale Health Village Workshop

Councillor Mullen gave a report on the workshop held at Airedale Hospital. The workshop discussed options for better use of hospital facilities and the hospital site. A bid for funding to support the project will be put to Yorkshire Forward.

08/211

Vitalise-Essential breaks for disabled people and carers.

Resolved: The council does not feel that it can support this project.

08/212

Bradford Council Minutes

Councillor Mrs Blagden reported on minutes of the Safer and Stronger Communities Committee: The minutes reported a severe shortage of funds allocated to chronic alcohol services. There is an alarmingly low budget spent on alcohol abuse and the effects it has on families.

08/213

Finance

i) Accounts for payment

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

Community Account				Opening Balance	£43.70
Date	Cheque/ Reference	Payee	Details	Receipts	Payments
29 October 2008	Transfer		From Business Base Rate Tracker A/C	£6,000.00	
5 November 2008	100621	Joel Westbrook (Greenfingers Garden Services)	Cleaning and Maintenance		£166.00
5 November 2008	100622	Kay Jay print	Printing of Parish Plan		£3,604.00
5 November 2008	100623	C. Brown	Remembrance Wreath £25.00, Broadband Services Oct/Dec £34.47, Interim Pay Award Back Pay April/November £94.20 Pay adjustment September £10.00		£163.67
5 November 2008	100624	Walker Office Supplies	* Parish Plan stationery		£147.81
5 November 2008	100625	Bradford Council	*Photocopying(September)		£17.36
30 November 2008	Standing Order	C. Brown	Salary (15 hours per week, 2008/9 pay award pending)		£570.17
				Closing Balance	£1374.69

Business Base Rate Tracker Account				Opening Balance	£48,433.01
Date	Cheque/Reference	Payee	Details	Receipts	Payments
29 October 2008	Transfer	Current A/C			£6,000.00
				Closing Balance	£42,433.01

* Invoices and receipts arrived after publication of the agenda

08/214

Correspondence- (For information and inform future agendas.)

- o Communities and Local Government: Protected Trees: a guide to tree preservation procedures. (Circulation envelope)
- o Bradford Council: Notification of Remembrance Services: Noted
- o Information Commissioner: Model Publication Scheme + Guidance Notes: The Clerk will draft a publication scheme and submit it to council at the December meeting for adoption.
- o Bradford Council: Plan-It Bradford Newsletter (Circulation envelope)
- o YLCA: Notification that the Section 137 limit for 2009/10 is £6.15 per elector: Noted
- o Keighley Area Committee: Agenda 29 October 2008 (Circulation envelope)
- o Bradford Council: Notification of Keighley area Health and Well Being Conference, 12 November 2008, 9.00a.m. -4.00p.m. Tae Kwon-Do school of Excellence, Worth Way, Keighley: Noted
- o YRCC: Notification of 'Empowering Your Rural Community' Conference, 29 November 2008 9.30 a.m. – 1.30 p.m., Whitley Village Hall, Harrogate: Noted
- o Barclays Bank: Leaflet 'The Business Banking Code': Noted
- o Eastburn Junior and Infant School Newsletters. (Circulation envelope)
- o NALC: briefing Note: Banking Crisis: Noted
- o YLCA: Notification of 'Employment Issues' Conference, 18 November 2008 9.30 a.m. – 4.00 p.m., The Grove, South Kirby: Noted
- o YLCA: Agenda South Pennine Branch Meeting, 12 November 2008 7.30 p.m., Denholme Shared Church Hall: Councillor Mullen will attend.
- o Bradford Council Youth Service: Bullet point publication (Circulation envelope)
- o Zurich Insurance: Booklet explaining changes in company structure: Noted
- o Youth Volunteering Poster: Copy forwarded to Councillor Miss Henson and copies will be displayed in the noticeboards.
- o Disability Inclusion Event Poster: Noted
- o Code of Conduct Consultation: Councillor Dr Harding will consider this and report back to the next meeting.
- o Mental Health Services Consultation: Councillor Weller will consider this and report back to the next meeting.

08/215

Planning Matters:

- i) Local Development Framework Documents: None
- ii) Local Development Framework Comments:
 - a) District Wide Affordable Housing SPD Scoping Report: Noted
 - b) Call for sites and SHLAA Methodology Consultation: Noted
- iii) Planning Applications to be considered:
 - a) 08/ 05502/FUL, Two storey extension to side and replacement garage at 11 Burley Court, Steeton
Resolved: Recommend refusal for the following reasons and recommend that the application goes to the Planning Panel if Planning Officers recommend approval.
 - o The size of the extension is disproportionate to the size of the original property and will unbalance the symmetry of the adjoining properties. (House Extensions Policy Paragraph 3.3)
 - o The extension is not set back and the roof is not subordinate to the original property resulting in a terracing effect. (House Extensions Policy Paragraph 3.3)
 - o The extension will have a detrimental effect on the residential amenity of adjacent properties on Dale Crescent. Note: The size and location of the properties on Dale Crescent are not accurately shown on the site plan.
 - o The extension will block light to windows of habitable rooms in adjacent properties in Dale Crescent. Note: The council requests that Planning Officers also consult with the Tree Team to check that no trees with a TPO will be adversely affected by this application.
 - b) 08/ 06078/FUL, Conservatory at 14 the Shroggs, Steeton
Resolved: No objections to the application.
 - c) 08/00552/FUL, Removal of garage to construct a detached house with integral garage at 15 Ings Road, Steeton: This application to be reconsidered in light of new information provided by the Planning Officer and the Environment Agency.
Resolved: After consideration of further information from The Environment Agency and confirmation that the property is not located in washland as designated in the UDP (October 2005) the council withdraws its objection to the application.
 - v) Planning decisions to be noted: None
 - vi) Appeal Notifications:
 - a) 07/09911/FUL, Longlands, Skipton Road, Steeton: Notification of Informal Hearing Date for the appeal: 28 November 2008 at 10.00 a.m., Keighley Town Hall: Noted

08/216

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

- A request was made for road signs to slow traffic on Barrows Lane at Whitley Head Councillor Emmott will bring this up at the Neighbourhood Forum Meeting.

To note the date of the next meeting-Wednesday 3 December 2008, 7.30 p.m. at the Bowling Pavilion, Steeton. There being no further business the Chairman closed the meeting at 9.55p.m.

Chairman..... Date: 3 December 2008