

# HAREWOOD PARISH COUNCIL

MINUTES OF AN ANNUAL PARISH COUNCIL MEETING  
HELD IN WIGTON MOOR CHURCH  
ON THURSDAY 16 MAY 2019 AT 7.00PM

<u>COUNCILLORS</u>	<u>WARD</u>	<u>HOME PHONE</u>	<u>PRESENT</u>
Julie FRANKLAND	WIGTON	0113 2886278	Y
Kate HILL (Chair)	HAREWOOD/WIKE	0113 2886495	Y
Richard D MASTERTON	HAREWOOD/WIKE	0113 2886444	Y
Dennis (Dan) SUCKALL	WIGTON	0113 2886003	Y
Ken MCLEOD	WIGTON	07970 817850	Y
Carol HUGHES	WIGTON	0113 2687144	Y

Also in attendance were Mr Sedman (Parish Clerk), Mr P Stephenson (Cemetery Clerk) and two members of the public.

## 1. APPOINTMENT OF CHAIR

Councillor Frankland proposed and Councillor Masterton seconded that Councillor Kate Hill be elected Chairperson for the forthcoming year. There being no further nominations Councillor Hill was duly elected and signed the Declaration of Acceptance of Office in the presence of the Proper Officer of the Council (the Clerk).

It was proposed that Councillor Masterton be elected as Vice-Chair. There being no further nominations Councillor Masterton was duly elected

## 2. APOLOGIES FOR ABSENCE

There were no apologies for absence.

## 3. MINUTES OF THE MEETING OF 28 MARCH 2019

The minutes of the last meeting were accepted as a true record and were signed as such by the Chair.

## 4. COUNCILLORS DECLARATION OF INTEREST

All Councillors present declared an interest in Planning Application 19/02357, Land off Malt Kiln Lane, Harewood.

*At this point the Chair closed the meeting and invited two representatives from Wigton Moor Church to present to Councillors an outline of the building works essential to support the Church's vision for a Community Hub. Councillors were fully supportive of the project and will assist where possible to achieve the aim of raising an initial £73k to provide new kitchen and toilet facilities.*

*The Chair thanked the Church representatives for attending and at this point they left the meeting which was then re-opened.*

Discussion continued and Councillors agreed to make a grant of £5,000 towards the initial building works detailed above.

## **5. PLANNING MATTERS**

### **5.1 Planning Applications Received**

- 19/01622 Wigton Moor Primary School. Adventure pathway along school field.  
HPC NO OBJECTION
- 19/01795 Hawthorn Cottage, Wike Ridge Lane. Replacement dwelling with associated landscaping.  
HPC NO OBJECTION
- 19/02140 One Oak, Tarn Lane, Wike. Conversion of building to dwelling with associated external alterations.  
HPC NO OBJECTION
- 19/02259 Village Farm, Harewood. Variation of conditions 8 and 9 of approval 10/00059 to approve amended landscaping scheme to rear buffer area of 2 Harewood Villas.  
HPC NO OBJECTION
- 19/02318 12 Wike Ridge Mount. Single storey rear extension.  
HPC NO OBJECTION
- 19/02340 19 Harewood Mews. Single storey extension to rear.  
HPC NO OBJECTION
- 19/02357 Land off Malt Kiln Lane, Harewood. Change of use of land to childrens play area and adult outdoor exercise area; restoration of former tennis courts; provision of disabled parking spaces.  
HAREWOOD PC APPLICATION, THEREFORE UNABLE TO COMMENT
- 19/02364 40 High Ash Avenue. Two storey extension to rear; rooflights to front.  
HPC NO OBJECTION
- 19/02571 The Gables, Brandon Court, Shadwell. Various work to trees protected by a Tree Preservation Order.  
HPC NO OBJECTION
- 19/02502 Manor Park, Manor House Lane. Two storey/first floor and single storey front/side and rear extensions; basement conversion to habitable room; raised patio area at rear and addition of roof lanterns.  
HPC NO OBJECTION
- 19/02563 Village Farm, Harewood. Variation of conditions 8 and 9 of approval 10/00059 to revise the buffer zone planting layout of 1 Harewood Villas.  
HPC NO OBJECTION
- 19/02585 5 Harewood Gate, Harewood. Remove self seeded ash trees in a conservation area.  
HPC NO OBJECTION
- 19/02685 124 Wigton Lane. Part two storey, part single storey extension to front, side and rear.  
HPC NO OBJECTION

### **5.2 Planning Applications Determined**

- 19/00408 Harewood House. New timber fence to the eastern perimeter of the bird garden/ zoo with a secondary fence set off one metre away.  
WITHDRAWN
- 19/00662 2-8 Slaid Hill Court. Alterations to shop front including relocation of ATM.  
APPROVED
- 19/00963 85 High Ash Drive. Extension to existing car port to side.  
APPROVED
- 19/01184 65 Plantation Gardens. Single storey side and rear extension. Porch to front.  
APPROVED
- 19/01192 509 Harrogate Road. New boundary gates to front.  
APPROVED

- 19/01285 79 High Ash Drive. Raising the roof height to form a new first floor, dormer windows to both sides and single storey front and rear extension.  
APPROVED
- 19/01320 Manor Close, Manor House Lane. Two storey front extension, first floor extension, gable roof extension and first floor side, single storey rear extension (amendment to 16/06180).  
APPROVED
- 19/02585 5 Harewood Gate, Harewood. Remove self seeded ash trees in a conservation area.  
APPROVED

### **5.3 Community Infrastructure Levy (CIL)**

After seeking advice from LCC, the Clerk confirmed that CIL receipts can be spent on repairs to the Cemetery footpaths.

## **6. OTHER AGENDA ITEMS**

### **6.1 Cemetery Report**

Quotations have been received for repairs to the damaged Cemetery stone boundary wall and the lowest tender of £525 including materials and vat from Hillside Masonry was accepted. The Cemetery Clerk will arrange for the work to be carried out as soon as possible.

Quotations for repairs to the Cemetery footpaths were discussed, however a further option of compacted, carboniferous limestone will now be considered and Councillors Hill, Masterton and Suckall will visit an existing playground site and consider its suitability for use in this environment.

#### Interment

Leslie LAWRENCE, 18 April 2019 plot U54

#### Memorial

Leslie LAWRENCE

### **6.2 Recreational Projects & Emmerdale Panel**

Councillor Hill advised that a full planning application for the proposed leisure facilities in Malt Kiln Lane has been submitted with a decision expected by 2 July 2019.

Councillor Hill will submit an application to the Emmerdale Panel for funding to replace the missing door to the red telephone box and associated restoration work.

### **6.3 Speed Indication Devices (SID)**

The Clerk has contacted Ward Member Ryan Stephenson in an effort to elicit a response from the Head of Highways regarding the Parish Council's SID complaint.

### **6.4 Litter Clearing**

Action on further litter clearing was deferred.

## **6.5 Christmas Lights**

Costs associated with installing Festive Lights to lamp-posts has been received from LCC for both Harewood and the Wigton area. The total cost is £6,036 + VAT of which £3,420 + VAT relates to one-off installation of control equipment. Councillors confirmed their approval and the Clerk will contact both Alwoodley and Harewood Ward Members to seek contributions towards the cost.

## **6.6 Public Footpaths Registration**

Councillor Masterton will enquire to discover the requirements for Footpath Registration.

## **7. CORRESPONDENCE AND COMMUNICATIONS RECEIVED**

### **7.1**

Councillors Hill and Frankland were nominated voting representatives at YLCA Branch Meetings.

### **7.2**

A request from LCC Parks and Countryside for financial support towards the cost of improving the playground behind High Ash Drive shops was deferred until the next meeting.

## **8. FINANCE MATTERS**

### **8.1 Bank Statements for end of April 2019:-**

The bank statement for the end of April was produced by the Clerk and confirmed by the Chairman as being in accordance with the Receipts and Payments book.

### **8.2 Cheques and cash received**

LCC	CIL payment re Eden House	4,510.43
Hughes	Inter fee – LAWRENCE	1,000.00
Turner	Memorial fee – LAWRENCE	250.00

### **8.3 Cheques for approval and signature**

K Hill	Planning application & Arboricultural Impact Assessment reimbursement	551.00
Zurich Ins	Annual Insurance premium(2018/19 £546.08)	553.44
Groundwork	Topographical Survey, Malt Kiln Lane	480.00
L Tugwell	Internal audit fee	150.00

### **8.4 Annual Governance Statement 2018/19**

Resolved that Councillors accepted and approved the completed Annual Governance Statement 2018/19. The approved Governance Statement was duly signed and dated by the Chair and Clerk.

### **8.5 Accounting Statement 2018/19**

Resolved that Councillors accepted and approved the completed Annual Accounting Statement 2018/19. The approved Accounting Statement was duly signed and dated by the Chair.

### **8.6 Period for the exercise of Public Rights**

The period set for the exercise of public rights for inspection of the accounts is Monday 17 June 2019 to Friday 26 July 2019.

### **8.7 2018/19 Financial Outturn Statement**

An outturn statement of income and expenditure for 2018/19 produced by the Clerk was circulated.

### **9. COMPLAINTS AND REQUESTS RECEIVED BY COUNCILLORS**

The Muddy Boots licence application was raised. Councillor Hill had responded to the LCC Ward Councillors' letter at the end of April to express the concerns of residents in Church Lane and Harewood Mews about noise disturbance and overspill parking in the evenings. The application will be determined at the LCC Licensing Committee meeting at the end of May.

### **10. DATES OF THE NEXT MEETINGS**

The dates of next meetings are:-

Thursday 20 June 2019 7pm (Wigton Moor Church)  
Thursday 25 July 2019 7pm (Wigton Moor Church)  
Thursday 5 September 2019 7pm (Wigton Moor Church)  
Thursday 10 October 2019 7pm (Wigton Moor Church)  
Thursday 21 November 2019 7pm (Wigton Moor Church)

**CLERK TO THE  
PARISH COUNCIL**

**K Sedman**  
Telephone 07587 202613  
E-mail: [harewoodpc@yahoo.co.uk](mailto:harewoodpc@yahoo.co.uk)

**CEMETERY CLERK**

**P Stephenson**  
Telephone 07407 711187