

HAREWOOD PARISH COUNCIL

Incorporating
Harewood, Wike, Weardley and Wigton Moor



MINUTES OF A PARISH COUNCIL MEETING HELD IN WIGTON MOOR URC ON THURSDAY 15 JUNE 2023 AT 7.00PM

<u>COUNCILLORS</u>	<u>WARD</u>	<u>HOME PHONE</u>	<u>PRESENT</u>
Kate HILL (Chair)	HAREWOOD/WIKE	0113 2886495	Y
Richard D MASTERTON	HAREWOOD/WIKE	0113 2886444	Y
Mike PAWSON	WIGTON		Y
Howard FOREMAN	WIGTON		Y
Ross BYSTRYAKOV	WIGTON		Y

Also in attendance was Mr K Sedman (Parish Clerk).

1. APOLOGIES FOR ABSENCE

Apologies were received from Mr P Stephenson (Cemetery Clerk).

2. COUNCILLOR VACANCIES

Councillor Foreman reported he had contacted local organisations in the Wigton Ward to enquire if any of their members may be interested in filling the 4 vacant councillor seats in the area.

3. COUNCILLORS DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST

There were no declarations of interest.

4. MINUTES OF THE MEETING HELD IN HAREWOOD VILLAGE HALL ON 10 MAY 2023

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

5. PUBLIC/PRESS PARTICIPATION

No members of the public or press were present.

6. PLANNING MEETING OPENED 19.10 hrs

6.1 Planning Applications Received

23/02749/50 Lofthouse Farm, Wike Lane. Alterations to existing dwelling to form three dwellings; including single storey extensions and raised terraces; new windows and doors; new roof lights; associated works including landscaping, parking, new driveway and alterations to access.

HPC COMMENT DEFERRED

23/02909 10 Sovereign Court, Variation of condition 2 (approved plans) of approval 22/06230/FU to include a new first floor side window and to reduce the front rooflights from 3 to 1; existing and proposed roof edge stone 'tabling' detail added.
HPC NO OBJECTION

23/03275 Wike Ridge Farm, Wike Ridge Lane. Demolition of existing outbuildings and erection of pitched roof car port for four cars.
HPC NO OBJECTION

6.2 Planning Applications Determined

23/01009 138 Plantation Gardens. Two storey rear extension; single storey side extension.
APPROVED

23/01873 Wike Ridge Farm, Wike Ridge Lane. Alterations including demolition of existing conservatory and lean to porch; construction of first floor extension to rear.
APPROVED

23/01925 Wigton Heath Farm, Manor House Lane. Change of use, extension and alteration of existing agricultural buildings to form two residential dwellings with associated parking, access and garden areas.
REFUSED (INAPPROPRIATE DEVELOPMENT IN GREEN BELT)

23/02221 9 High Ash Mount. Demolition of garage and replacement single storey extension to side and rear; landscaping to front; decking to rear.
APPROVED

PLANNING MEETING CLOSED 19.25 hrs

7. OTHER AGENDA ITEMS

7.1 Cemetery Report

Interments

Peter COWELL, 1 June 2023	plot 218 (C/R)
Ian HANBURY, burial date tbc	½ plot 614B (C/R)

7.2 Harewood Recreational Project

The Chair provided updates on the following:-

- New adult gym equipment was installed on 14 June 2023.
- The cross trainer has been checked by the contractor and deemed safe for use.
- Splits in the timber climbing frame have become more apparent and a holding bolt is loose. The contractor has again been made aware. Nettles have been strimmed and rubbish removed by Mr R Hill who will also check the entrance gate fastening.
- The volume of dog waste deposited in the play area bin has become an issue.
- A proposal to obtain quotations for new waste bins and move the existing ones to the cemetery was approved.
- Honeysuckle planted by the contractor will be moved in the autumn as the current location is unsuitable for them.
- The improvement in the overall appearance of the play area was noted and appreciated by the Councillors who approved an increase in salary of £15 per month in recognition of the additional work carried out by the recreation area gardener.

7.3 Highways Issues

- Harewood Bridge on the A61 will be closed for 4 weeks from 26 July 2023 to enable essential repairs to be carried out. Diversions will be in place. Access for walkers and cyclists will be maintained during the repair work.
- It was noted that double yellow lines have been painted on High Ash Drive from the junction with Wigton Lane. The Clerk had been advised that the lines would have extended further and he will contact Ward Member Councillor Cohen for clarification.
- Alternatives to replace the now terminated 48 bus service were discussed.

7.4 Notice Boards

Approval to purchase two new notice boards from Greenbarnes was given. These will replace the old boards at Slaid Hill and Wike.

7.5 Parish Council Title

Councillor Foreman had previously circulated information regards a possible name change of the Council to Harewood and Wigton PC. After discussing the suggestion Councillors agreed to maintain the status quo. However, for a trial period, it was agreed to amend minutes, letterheads and other documents to read "Incorporating" Harewood, Wike, Weardley and Wigton in preference to "Representing".

8. CORRESPONDENCE AND COMMUNICATIONS RECEIVED

8.1 Alwoodley Climate Action Hub tree planting. Concerns raised by members of the public regards tree planting in Leeds CC grass verges have been followed up by the Chair who confirmed that the Group will not plant any trees without LCC permission and consideration of utility service pipes that may be present.

8.2 Leeds Big Summer Picnic. Information promoting this event has been circulated and displayed in PC notice boards and on the website.

9. FINANCE MATTERS

9.1 General Finance

A request from Harewood School PTA for a grant of £400 towards the cost of a Summer Fair was considered and approved.

The Clerk confirmed he has received a Business Debit Card for the TSB current account.

A Final Outturn report for 2022/23 had been circulated to Councillors by the Clerk.

9.2 Internal Audit 2022/23

The Clerk advised the Internal Audit has been completed and no issues were reported.

9.3 Period for the Exercise of Public Rights

The Clerk confirmed that the dates originally set for the period of the exercise of Public Rights (to inspect the Council's accounts) from Monday 5 June to Friday 14 July 2023 were subsequently changed by one week to Monday 12 June to Friday 21 July 2023. The notice with the revised dates has been published on the Council website.

9.4 Annual Governance Statement 2022/23

It was resolved that Councillors accepted and approved the Annual Governance Statement 22/23.

9.5 Annual Accounting Statement 2022/23

It was resolved that Councillors accepted and approved the Annual Accounting Statement 22/23.

9.6 Bank Balance

The bank balances were confirmed by the Chair.

9.7 Income received

Hartley	Inter fee – Cowell	260.00
Hanbury	Inter fee – Hanbury	220.00

9.8 Payments for approval

TSB	Business account service fee 1 June 2023	5.00
Aireborough GS	June Gardening contract	890.00
L Tugwell	Internal audit fee	150.00
K Sedman	1 st qtr salary	****
P Stephenson	1 st qtr salary	****
C Dale	1 st qtr salary	****
HMRC	Tax and NI	****
Harewood School		
PTA	Grant towards cost of Summer Fair	400.00
****	Minute Book and Councillors copy only	

10. COMPLAINTS AND REQUESTS RECEIVED BY COUNCILLORS

There were no complaints received by the Councillors.

11. DATES OF NEXT MEETINGS – WIGTON MOOR URC

Thursday 20 July 2023 Wigton Moor Church, 7pm

Thursday 24 August 2023 Wigton Moor Church, 7pm

Thursday 28 September 2023 Harewood Village Hall, 7pm

Thursday 2 November 2023 Wigton Moor Church, 7pm

Thursday 7 December 2023 Harewood Village Hall, 7pm

CLERK TO THE PARISH COUNCIL

**K Sedman. Telephone 07587 202613
E-mail: contact@harewoodparishcouncil.gov.uk**

CEMETERY CLERK

P Stephenson. Telephone 07407 711187

Visit the PC Website at WWW.harewoodparishcouncil.gov.uk