

HAREWOOD PARISH COUNCIL

Incorporating
Harewood, Wike, Weardley and Wigton Moor



MINUTES OF A PARISH COUNCIL MEETING HELD IN HAREWOOD VILLAGE HALL ON THURSDAY 5 OCTOBER 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		N
Howard FOREMAN	WIGTON		Y
Ross BYSTRYAKOV	WIGTON		Y
Angela LAWTON	WIGTON		Y

Also in attendance were Mr K Sedman (Parish Clerk) and five members of the public.

1. APOLOGIES FOR ABSENCE

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

2. COUNCILLORS DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETING HELD IN WIGTON MOOR URC ON 31 AUGUST 2023

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

4. PUBLIC/PRESS PARTICIPATION

Five residents of Wike were present and the Chair closed the Council meeting at 19.05 hrs to invite them to address the meeting. The residents concern related to the speed of traffic travelling through Wike. They had previously met with Ward Member Matthew Robinson and an LCC Highways Officer, but are frustrated at the lack of action to implement measures in an effort to reduce speeding. The Parish Councillors fully support the residents' concerns and suggested they contact their local MP. The PC will contact Wetherby police to enquire the possibility of deploying a hand-held speed gun.

The members of the public then left the meeting with thanks from the Councillors for their attendance and the Chair re-opened the meeting at 19.36 hrs.

5. COUNCILLOR VACANCIES

Councillor Foreman provided an update regarding interest in the remaining Councillor vacancies.

6. PLANNING MEETING OPENED 19.45 hrs

6.1 Planning Applications Received

- 23/04489 31 Wigton Chase. Part retrospective application for various existing windows to change from timber framed to grey aluminium, grey cladding to dormer cheeks to front and a new enlarged replacement window to front at first floor.
HPC NO OBJECTION
- 23/04722 84 High Ash Drive. Removal of existing conservatory and erection of a single storey rear extension; dormer window to rear; garden room.
HPC NO OBJECTION
- 23/05475 Wike Ridge Farm. Erection of replacement porch.
HPC NO OBJECTION
- 23/05559 16 Barfield Crescent. Single storey side and rear extension.
HPC NO OBJECTION
- 23/05705 Kexborough House, 539 Harrogate Road. Alterations including two storey side/rear extension; single storey extension to front; demolition of porch to front; detached outbuilding to rear incorporating new garage and sun room; demolition of existing out buildings.
HPC OBJECTION - overdevelopment
- 23/05793 541 Harrogate Road. Double detached timber frame clad garage to rear.
HPC NO OBJECTION

6.2 Planning Applications Determined

- 22/01224 99 Wigton Lane. Erection of two detached dwellinghouses and associated gardens.
APPROVED
- 22/02602 Brandon Golf Course, Holywell Lane. Construction of replacement club house and storage building; alterations to car park; new access road, cycle store and associated landscaping.
REFUSED – Inappropriate development in Green belt.
- 23/02128/9 16 The Avenue, Harewood. Part retrospective listed building consent for felling of two no. trees; partial de/reconstruction of stone walling to the eastern boundary of the site following collapse; erection of a new boundary wall to the north of the existing coach house and farm building; installation of a utilities trench between the Avenue and land to the north of the Site.
APPROVED
- 23/02260 91 Plantation Gardens. Part two storey part single storey side extension including Juliet balcony to first floor rear; single storey front/side extension; partial conversion of garage into WC.
APPROVED
- 23/03275 Wike Ridge Farm. Demolition of existing outbuildings and erection of pitched roof car port for four cars.
WITHDRAWN
- 23/03642 72 Wigton Lane. Variation of condition 2 (approved plans) to previously approved planning application 22/02120/FU (Demolition of existing dwelling; construction of new dwelling) for raising of the eaves height of the garage and reduction to overall gross internal area of dwelling.
APPROVED
- 23/03679 9 Wigton Chase. Alterations including single storey front and side extension, erection of single storey rear extension, and demolition of existing rear conservatory; alterations to fenestration detailing on east and west elevation at ground floor level, on north (front) elevation at first floor level, and on south (rear) elevation at first floor level; conversion of garage to habitable room and replacement of southern garage door with window.
APPROVED

- 23/04251 10 Sovereign Court. Single storey rear extension; hip to gable loft conversion; dormers to the rear; rooflights to front and rear; solar panels to front; increase height of chimney; alterations to fenestration.
APPROVED
- 23/04799 1 Carlton Garth. Single storey front extension; alterations to existing dwellinghouse including window alterations to front and side, new window to side, and rendering to front and sides; conversion, extension and raising of roof of existing garage to create garden room; demolition of existing porch to front.
APPROVED

PLANNING MEETING CLOSED 19.57 hrs

7. OTHER AGENDA ITEMS

7.1 Cemetery Report

A complaint from a member of the public regarding the state of the cemetery has been received to which the Chair has responded.

The gardening contract is due for renewal w/e/f 1 March 2024. The current tender will be updated prior to advertising.

A quotation of £320 from Aireborough Gardens Services to cut back the hedges in the play area was approved.

Interment of Cremated Remains

Geoffrey William BRYANT, 13 September 2023 plot 187

7.2 Harewood Recreational Project

The Chair provided updates on the following:-

- The tool shed has been purchased and installed by R Hill.
- The annual ROSPA inspection of the playground and its equipment has been carried out. Although there were some minor maintenance issues, all the equipment passed.
- The Chair reported the fitness group was growing and enjoyed by those attending.

7.3 D-Day 80 Beacon

The Chair will contact Harewood Estate again to enquire if a beacon is to be erected in the Estate's grounds.

7.4 Footpath request

The Parish Council's request to LCC for a footpath to be installed between the junction of the A61 and Wike Lane has been passed to the LCC Access Officer who will respond in due course.

8. CORRESPONDENCE AND COMMUNICATIONS RECEIVED

8.1 Councillor Foreman provided feedback from the recent Alwoodley PACT meeting, there being no major issues affecting the Wigton area.

8.2 A quotation of £5,952 from LCC for the 2023 Festive Lights displays has been received and was approved. The preferred 'switch-on' dates for all displays is Friday 1 December 2023.

8.3 The Remembrance Service will be held on Sunday 12 November 2023 on the Memorial Garden, Harewood (opposite the Harewood Arms) commencing 10.45am.

9. FINANCE MATTERS

9.1 General Finance

The Clerk advised that the External Audit opinion 2022/23 concluded that;
“On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority: The smaller authority should ensure that it has regard to the level of reserves held when considering future precept requests. Any earmarked reserves should be considered and formally approved by the smaller authority.”

Relevant documents have been added to the PC website.

A request for a grant from Yorkshire Air Ambulance was discussed and £500 was approved.

The Clerk presented a financial statement of income and expenditure for the half-year to 30 September 2023 together with a bank reconciliation as at the same date.

9.2 Bank Balance

The bank balances were confirmed by the Chair.

9.3 Income received

Bryant	Inter fee (C/R) – BRYANT	260.00
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9.4 Payments made/for approval

TSB	Business account service fee 1 Sept 2023	5.00
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Aireborough GS	Gardening contract – Sept 2023	890.00
Curry's	Replacement printer for Cemetery Clerk	138.48
K Sedman	2 nd qtr salary	****
P Stephenson	2 nd qtr salary	****
C Dale	2 nd qtr salary	****
HMRC	Tax & NI	****
PKF Littlejohn	Audit fee	378.00
Mobile Fun Ltd	Battery charger for new mobile phone	28.98
British Legion	Remembrance Day Wreath	23.98
ROSPA	Annual playground inspection	106.80
R Hill	Play area tool shed and related expenses for installation	239.52

**** Minute Book and Councillors copy only

10. COMPLAINTS AND REQUESTS RECEIVED BY COUNCILLORS

There were no complaints other than issues raised elsewhere in the minutes.

11. DATES OF NEXT MEETINGS – WIGTON MOOR URC

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