

# HAREWOOD PARISH COUNCIL

Incorporating  
Harewood, Wike, Weardley and Wigton Moor



## MINUTES OF A PARISH COUNCIL MEETING HELD IN HAREWOOD VILLAGE HALL ON THURSDAY 7 DECEMBER 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 one member of the public.

### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Pawson and Mr P Stephenson (Cemetery Clerk).

### 2. COUNCILLORS DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST

There were no Councillors declarations of interest.

### 3. MINUTES OF THE MEETING HELD IN HAREWOOD VILLAGE HALL 2 NOVEMBER 2023

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

### 4. PLANNING MEETING OPENED 19.12 hrs

#### 4.1 Planning Applications Received

- 23/06466 56 High Ash Crescent. Single-storey extension to the side and rear of the existing dwelling with boundary walls to enclose the rear garden and PV panels.  
HPC NO OBJECTION
- 23/06990 26 Wigton Lane. Conversion of ground floor pitched roof to flat roof; alterations to fenestration at ground floor, side and rear.  
HPC NO OBJECTION
- 23/07008 85 High Ash Drive. Construction of new boundary wall with railings and sliding entrance gate.  
HPC NO OBJECTION
- 23/07088 10 Alwoodley Gates. Demolition of existing conservatory; construction of two storey rear extension; new rooflights to sides; alterations to fenestration.  
HPC NO OBJECTION

#### 4.2 Planning Applications Determined

- 23/02421 Lofthouse Farm. Change of use and alterations to existing agricultural building to form residential dwelling including balcony, new porch, Solar PV panels to roof; landscaping works including changes to levels and new hardstanding areas; and new vehicular access with gates to front.  
REFUSED – inappropriate development in Green Belt

- 23/02512 8 Alwoodley Gates. Demolition and replacement of existing conservatory with single storey extension to rear; single storey extension with glass canopy to side; alterations to existing rear extension including removal of existing doors and windows and replacement with glazed doors.  
APPROVED
- 23/04722 84 High Ash Drive. Removal of existing conservatory and erection of a single storey rear extension; dormer window to rear and rooflights to the front; garden room extension to detached garage to the rear.  
APPROVED
- 23/05559 16 Barfield Crescent. Single storey side and rear extension including roof alterations to the existing rear extension; repositioning of the front door to side; new rooflights to the sides and removal of chimney; reduction and conversion of detached garage to create garden store.  
APPROVED
- 23/06144 68 Plantation Gardens. Erection of single storey front and side extension and conversion of garage to habitable accommodation.  
APPROVED
- 23/06215 703 Shadwell Lane. Part two storey part single storey side extension.  
REFUSED – disproportionate addition to property.

## **PLANNING MEETING CLOSED 19.23 hrs**

### **5. OTHER AGENDA ITEMS**

#### **5.1 Cemetery Report**

The Cemetery Clerk had received a request from a family to have a bench including a dedication plaque installed at their expense in the Cemetery. Approval for this was given.

The garden maintenance contract is due for renewal w/e/f 1 April 2024. The Chair will review and update the current tender document and circulate to Councillors prior to forwarding to prospective contractors.

#### **Interments**

John Michael KENNY – 3 November 2023	plot 987
Patricia Ann Sheridan – 3 November 2023	plot 729
Anne Phyllis SHANN – 10 November 2023	plot 321

#### **Memorial Inscription**

John STUART

#### **5.2 Harewood Recreational Project**

The Chair reported a complaint had been received regarding a “creaking” tree in the play area during high wind. A visual inspection determined there was no apparent danger.

#### **5.3 Local Bus Service**

At a recent public meeting held in Wigton Moor URC those present (c.130) were advised that serious consideration will be given to the provision of a pilot scheme to run a mini bus service from Wigton Moor to Moortown.

#### **5.4 Festive Lights**

The Clerk reported the malfunctioning festive lights in High Ash Drive and Harewood which will be attended to by LCC. A refund is to be made for non-attendance of the LCC Officer to switch on the High Ash Drive lights.

#### **5.5 Standing Orders and Financial Regulations**

Final approved versions of the above were provided to Councillors.

## **6. CORRESPONDENCE AND COMMUNICATIONS RECEIVED**

Feedback from the recent Alwoodley PACT meeting reported garden equipment being stolen.

The Chair had attended a Rural Crime Prevention meeting and reported there has been a big increase in poaching, organised theft of farming equipment and high-end motor vehicles. A Whatsapp group will be set up to report suspicious or threatening behaviour.

## **7. FINANCE MATTERS**

### **7.1 General Finance**

An updated draft Budget for 2024/25 had been circulated by the Clerk. The budget and Precept for the forthcoming year will be approved at the January Meeting.

### **7.2 Bank Balance**

The bank balances were confirmed by the Chair.

### **7.3 Income received**

Hughes	Inter fee - KENNY	1,130.00
Hughes	Inter fee – SHERIDAN	1,130.00
Hughes	Inter fee – SHANN	1,130.00
Forever Thoughts	Inscription fee – STUART	130.00
Leeds CC	CIL receipts	9,241.11

### **7.4 Payments made/for approval**

TSB	Business account service fee 1 Dec 2023	8.25
Aireborough GS	Gardening contract – Dec 2023	890.00
Leeds CC	2023 festive lights, Wigton Moor	1,902.00
K Sedman	3 <sup>rd</sup> qtr salary	****
P Stephenson	3 <sup>rd</sup> qtr salary	****
C Dale	3 <sup>rd</sup> qtr salary	****
HMRC	Tax and NI	****

\*\*\*\* Minute Book and Councillors copy only

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

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

## **9. DATES OF NEXT MEETINGS – WIGTON MOOR URC**

11 January 2024, Wigton Moor URC 7.00pm  
22 February 2024, Harewood Village Hall 7.00pm  
28 March 2024, Wigton Moor URC 7.00pm  
2 May 2024, Annual Parish Meeting Harewood Village Hall 7pm  
9 May 2024, Annual Parish Council Meeting Wigton Moor URC 7pm  
13 June 2024, Harewood Village Hall 7pm

**CLERK TO THE  
PARISH COUNCIL  
CEMETERY CLERK**

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