

HAREWOOD PARISH COUNCIL

Incorporating
Harewood, Wike, Weardley and Wigton Moor



MINUTES OF A PARISH COUNCIL MEETING HELD IN WIGTON MOOR URC, HIGH ASH DRIVE ON THURSDAY 3 SEPTEMBER 2026 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
Angela LAWTON	WIGTON		Y
Bob HILL	WIGTON		Y

Also in attendance were K. Sedman (Parish Clerk) and P Stephenson (Cemetery Clerk).

THE CHAIR OPENED THE MEETING AT 19.00HRS

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. COUNCILLORS DECLARATIONS OF INTEREST

There were no Councillors declarations of interest.

3. MINUTES OF MEETING HELD IN HAREWOOD VILLAGE HALL 23 JULY 2026

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

4. PLANNING MEETING OPENED AT 19.03 HRS

4.1 Planning Applications Received

- 26/03852 Former site of Burdon Head Farm. Emmerdale Village Production Set including the continued use of erected structures, access, car parking, boundary treatments, landscaping, signage and laying out of infrastructure.
HPC NO OBJECTION
- 26/04121 10 Wigton Grove. Alteration to existing first floor above garage including reconfiguration of roof with dormer window to front and Juliet balcony to rear.
HPC NO OBJECTION
- 26/04365 18 Wigton Lane. Creation of new first floor above existing bungalow and two storey rear extension to form a two storey dwelling with alterations to all windows and doors, exterior finishes and hard/soft landscaping works.
HPC NO OBJECTION
- 26/04520 Manor Farmhouse, Forge Lane, Wike. Listed Building Application for the Installation of a stair lift.
HPC NO OBJECTION
- 26/04529 Whingate Farm Bungalow, Wike Ridge Lane. Demolition of equestrian building and construction of one dwellinghouse.
HPC OBJECTION – inappropriate development in the Green Belt

4.2 Planning Applications Determined

- 26/01722 Thehovels, Harewood Estate. Variation of conditions 2 (approved plans), 6 (Foul Water Scheme), 7 (Drainage Details), 8 (cycle parking), 9 (archaeological watching brief), 10 (walling and roofing materials), 11 (glazing, window and door materials), 12 (soft landscaping) to previously approved Planning Application 18/07108/FU (Change of use from a classroom and function room (D1 use) to a mixed food and drink and educational use (A3 and D1 Use) including a glazed extension and new plant room building.) to remove the PV panels from the development and enable works as built regarding cycle parking, external materials and soft landscaping.
APPROVED
- 26/01723 Thehovels, Harewood Estate. Retrospective planning permission for the regularisation of the flue, fire pit, external fixtures and lighting bollards.
APPROVED
- 26/03073 69 Plantation Gardens. Removal of existing porch and rear dormer; part two storey part single storey front, side and rear wraparound extension; new rear dormer incorporating balcony with balustrading; and new hardstanding to front.
APPROVED
- 26/03086 47 High Ash Crescent. Alterations including reduction of existing garage; single storey rear extension; alterations to existing front door including new canopy above and additional windows to side.
APPROVED
- 26/03094 Braeside, Brandon Court. Dormer with windows to side; single storey rear extensions; recladding of existing dormers.
APPROVED
- 26/03292 Harewood Fish Lake. Installation of sheet piling to facilitate a cofferdam during repair works to the sluice gate; Following completion of the repairs, the piles are proposed to be cut down to lake bed level and retained in situ.
WITHDRAWN
- 26/03304 111 Wigton Lane. Alterations to dwelling including two storey extensions to front side and rear and first floor extension over existing front single storey element; formation of rear balconies; part conversion of existing garage to habitable room and formation of rooms in roof space; alterations to fenestration and material finishes; removal of a vehicular access with associated alterations to boundary treatments and gate; associated hard and soft landscaping including alterations to rear patio.
REFUSED - lack of a Tree Survey, Arboricultural Impact Assessment
- 26/03401 30 High Ash Drive. Single storey side extension and wheelchair ramp with railings to front.
APPROVED
- 26/03450 98 Wigton Lane. Demolition of garage to the side; part two, part single storey front and side extension; new porch to front; alterations to fenestration including new patio doors to rear and replacing existing windows throughout; stone cladding to the rear.
APPROVED

PLANNING MEETING CLOSED 19.10 HRS: PARISH COUNCIL MEETING RESUMED

5. CEMETERY REPORT

The Cemetery Clerk reported he had inspected the memorial headstones as part of the Memorial Testing Programme. Nine memorials were identified as unsafe and warning tape has been secured round each one. A list of the unsafe memorials has been placed in the cemetery notice board and families have 3 months to contact the Parish Council to arrange for the memorials to be made safe, otherwise they will be laid flat in December 2026.

A quotation of £7,200 has been received to undertake work on the existing cemetery building to convert it into a shelter for visitors. Councillors approved the quotation which is considerably less than previous quotations received.

It was agreed that the large waste bin in the play area be moved to the cemetery as the current bin has insufficient capacity.

Memorial – Patrick Kelly

6. OTHER AGENDA ITEMS

6.1 Harewood Recreational Area

Councillors approved the purchase of £655 for protective fencing in the tennis court. This is the result of damage caused to the original fence by footballs and cricket balls, the use of which is not permitted in the court. Fitting will be undertaken 'in-house' with minimal cost to the Parish Council.

Approval was given to investigate options and associated costs for replacing dead trees in the recreational area.

6.2 Summer Band Concert 2026

The first summer band concert to be arranged by the Parish Council was very successful, despite the windy weather and is likely to be held again in 2027. A vote of thanks was given to Councillor Foreman for his efforts in organising the event.

The Summer Jive event held in Harewood Village Hall was less well attended than last year. Provision of a similar event in 2027 is unlikely.

6.3 PACT Meeting

Councillor Lawton provided feedback from the Alwoodley PACT meeting. In recent weeks the police focus has concentrated on the large number of gypsy encampments in the area and dealing with possible drug related issues that may arise at the Leeds Festival.

7. CORRESPONDENCE RECEIVED

A request from Shadwell Parish Council to enquire if Harewood PC would be prepared to fund additional Christmas motifs on Shadwell Lane was discussed. As Harewood PC had not allocated any funding for extra motifs the request was declined.

8. FINANCE MATTERS

8.1 General Finance

The bank balances as at 3 September 2026 were confirmed by the Chair.

8.2 Income Received

TSB	Bank interest – August 2026	76.28
Various	Jive session, Harewood Village Hall, July 2026	40.00
Forever Thoughts	Memorial fee – Kelly	299.00

8.3 Payments made and approved

TSB	Business account service fee 1 Aug 2026	10.85
TSB	Business account service fee 1 Sept 2026	12.15
Talk Mobile	Mobile phone – July 2026	12.50
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GGs Groundcare	Garden maintenance contract – July 2026	1,008.00
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B&M	Waste removal – July 2026	62.33
Retrac	Portable toilet hire, Summer Band Concert	120.00
Cartridge People	Printer inks	18.73
Macafee	Laptop security annual renewal	49.99

9. COMPLAINTS RECEIVED BY COUNCILLORS

The Chair has received complaints regarding exploratory digging off the A659 which may be linked to gravel extraction proposed as part of the Leeds Local Plan. No formal planning application has been submitted – the Parish Council will monitor the situation. If you are interested in proposed developments in Harewood Parish you can find out more here:

<https://www.leeds.gov.uk/planning/planning-policy/emerging-local-plan> and subscribe to the newsletter.

10. DATES OF NEXT MEETINGS – WIGTON MOOR URC

22 October 2026 7pm – Harewood Village Hall

26 November 2026 – Wigton Moor URC 7pm

THE CHAIR CLOSED THE MEETING AT 20.45HRS

**CLERK TO THE
PARISH COUNCIL**

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CEMETERY CLERK P Stephenson Telephone 07407 711187