

**MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL**  
**Held on in the Village Hall on Tuesday 12<sup>th</sup> April 2011 at 7.30pm.**

Present: Mr Cutler  
Mrs Finlay  
Mrs Fort  
Mr Govett  
Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, Police and members of the public.

The meeting was chaired by Councillor Harrison.

**1. Apologies.**

Apologies were received from Councillors Lay, Aitkin, MBC Councillor Parvin and KCC Councillor Gary Cooke.

**2. Declaration of Interests.**

No interests were declared.

**3. Public Comments.**

A resident attended the meeting and directed a question at PCSO Kirby regarding his policing duties. He spoke regarding the traffic in the village, particularly in Upper Street raising concerns about the speed and volume of traffic. He stated that it is a concern between the hours of 7.30am and 9.00am when there was an increase in the volume of traffic and HGV's using the road.

Another resident living near to the Ten Bells backed up these concerns. He suggested that removing the 'Except for Access' sign may ease the current situation. He spoke about the damage to the infrastructure from the volume of traffic caused by the 42tonne lorries.

Councillor Harrison stated that Councillor Govett was looking at highway matters in the parish with a small working party.

PCSO Kirby informed members that he try to press for another HGV operation in the parish.

Councillor Cutler stated that the problem related to the lack of enforcement by the police along with the incorrect and confusing signage.

Councillor Govett spoke regarding this issue and the options open to the Parish Council such as the declassification of the B road. He stated that he would cover this further under the relevant agenda item.

**4. Minutes of the Previous Meeting.**

The minutes from the previous meeting were agreed. These were then proposed by Councillor Finlay, seconded by Councillor Fort and agreed by all present.

**5. Matters Arising.**

No matters were raised.

**6. Police Report.**

PCSO Richard Kirby attended the meeting and gave a crime report for the past month to all present.

**7. Parish Council Website.**

A written report from Alan James was noted by members.

Councillor Govett spoke regarding the need to have a means of communication within the village.

Councillor Cutler spoke regarding this matter and stated that there was a need to collect the email contact details in order to establish the email system.

This was discussed further and it was agreed that an article should be placed in the village magazine in order to seek the email details of residents wishing to participate in an email system.

***Action: Councillor Finlay to progress.***

Guidance regarding digital media was circulated to all present and noted. Councillor Finlay stated that the use of Facebook and Twitter should be put on hold until the email contact system had been established within the parish. This was agreed by all present.

**8. MBC Borough Councillor Report.**

Borough Councillor Peter Parvin gave his apologies to the meeting.

**9. KCC Councillors Report.**

KCC Councillor Gary Cooke gave his apologies to the meeting.

Members noted a written report presented in his absence.

A discussion took place regarding items in the report.

Councillor Govett spoke regarding the decision that the crossing outside of the school would no longer happen and the indication in the report that the lollypop person would continue. Councillor Finlay confirmed that that present Lollypop man was now going to stay in his role.

Councillor Govett spoke with concern regarding the village gates and he questioned the indication in Councillor Cooke's report that the parish council had approved the design of the village gates. Members agreed that this was not the case and that this should therefore be discussed further under the relevant agenda item.

**10. PC Governance and Committees.**

Members discussed the Parish Council Committees and the creation of a Highways Committee. The benefit of this was discussed by all present and it was proposed by Councillor Fort to form a Highways Committee at the May meeting, this was seconded by Councillor Finlay and agreed by all present. The draft Terms of Reference for a Highways Committee was discussed and agreed by all present.

***Action: Clerk to place item on next agenda.***

**11. Correspondence.**

The Clerk reported on the correspondence received during the course of the month.

**12. Planning Matters.**

KCC/MA/0109/2011 Penfold Hill, Leeds – No Objections.

Construction of a motor control centre kiosk for Ferric dosing packaging plant kiosk at Leeds Wastewater Treatment Works (WTW).

### 13. Financial Matters.

#### a. Financial Statement.

The financial statements for the Parish Council Account and Playing Field Account were presented to Councillors. These were discussed, and accepted by members (Cutler/Finlay).

Members received a letter regarding an increase in the cost of the parish council's pages of the village news. The increase was agreed by all present (Finlay/Govett).

**Action: Clerk to respond to letter.**

### 14. Leeds Playing Field.

Councillor Harrison reported on the progress of the work at the pavilion.

Concerns were raised regarding the condition and state of the pavilion following its use by the Football Team at the weekend. It was reported that the toilets were not flushed and there was excrement in the showers. Members agreed that this was not acceptable and that the cost of the cleaning should be deducted for the hirer's deposit. It was agreed that serious concerns should be brought to the attention of the Football Team as soon as possible.

**Action: Clerk to liaise with hirers.**

It was further agreed that the parish council should review the terms of hire and consider further whether to allow the team to hire the playing field again next year.

**Action: Clerk to circulate the hire form to all members.**

### 15. Highway Matters.

#### a) Village Gates.

Councillor Govett spoke regarding the gate designs that had been circulated to the PC. He stated that the report from Councillor Cooke indicated that the designs had been approved by the PC and yet this was not the case. He referred to the discussions that had taken place at the Highways Working Party meeting and the need for the PC to be involved in the design of these. He suggested that a more appropriate design may be to build the gates out; he referred to a meeting that he had held with Michael Heath of KCC and stated that it was possible to have this style of gate feature within Leeds as the B2163 was not classified as a strategic route.

This was discussed further by members and it was unanimously agreed that the built out gates was the PC's preferred option.

It was agreed that Councillor Govett would draft a proposal for the built out gates for Councillor Harrison and she should then write to Councillor Cooke regarding the village gates and the funds available for highways related projects within the parish.

**Action: Councillor Govett and Harrison to progress.**

#### b) Declassification of B2163

Councillor Govett referred to a consultation document on the Road Network Policy and he asked members whether they wished to make a comment on behalf of the Parish Council.

He circulated a draft response for member's consideration. This was noted and agreed by members. The Clerk was asked to put forward the parish council's representations to the consultation document.

**Action: Clerk to progress.**

c) HGV Signage

Members discussed the suggestion to remove the 'except for access' from the HGV signs and replace it with 'for loading only'. It was felt that the replacement of this wording may ease the problem with HGV's using the village as it would infer that HGV's would have to stop.

It was agreed that this suggestion should be put to Highways and Councillor Govett stated that he would progress this matter.

**Action: Councillor Govett to progress.**

**Councillor Fort left the meeting at 9.00pm.**

16. Joint Parish Group.

It was reported that the next JPG meeting would take place on 13<sup>th</sup> April 2011.

17. Local Development Framework.

No matters were reported.

18. Further questions from public.

Vanessa Young suggested that a light and timer should be considered for the outside of the pavillion. It was agreed that Councillor Harrison would look into this matter.

**Action: Councillor Harrison to progress.**

19. Urgent Matters.

Councillor Harrison informed members that this was the last meeting before the elections. She thanked all current members for their work and commitment during their term of office.

She stated that the election was uncontested with one vacancy. It was agreed that notices should be placed around the parish advertising this vacancy.

She reminded all members that the next meeting was both the Annual Parish Meeting and the Annual Statutory Parish Meeting.

20. Date of next Parish Council Meeting.

Tuesday 10<sup>th</sup> May 2011.

**There being no further business the meeting was closed at 9.20pm.**

**Signed** \_\_\_\_\_ **Dated** \_\_\_\_\_