

# ARTHINGTON PARISH COUNCIL MINUTES

Minutes from the meeting held on 24 January 2023 at Arthington Village Hall

**Present:** Cllr I. Lister - Chairman (IL), Cllr. N. O'Brien - Vice Chair (NO'B), Cllr. D. Fox (DF), Cllr. H. Robinson (HR), D. Stoddart-Scott (DSS), & LCC Councillor B. Flynn (BF)

## **Apologies for absence:**

**Members of the Public:** PCSO Joel Hebden

**Clerk:** Hannah Mullaney (HM)

The meeting started at 19:32

## **1. Apologies for Absence**

Everyone was welcomed to the meeting, and there were no apologies for absence. The meeting was quorate.

## **2. Declaration of pecuniary and other interests**

None.

## **3. Police Report**

PCSO Hebden reported that there had been no reports of priority crimes for the Arthington area since the last meeting. There had been activity in the surrounding areas including the following:

- Vehicle crime in Pool and Bramhope; both were keyless entries and the vehicles were taken
- 2 x burglaries reported; 1 on Pool Bank and 1 in Adel

It was reported that no vehicles had been found, property returned or arrests made. He continued by saying that there had been some suspicious vehicles reported and checked, and some minor concerns reported.

HR asked if there had been calls to Warren Lane following parking restrictions being implemented. It was answered that there had not been since the end of summer / autumn when a lot of tickets had been issued. The winter weather was acknowledged to be a calming factor in this.

Questions were invited, there were none. PCSO Hebden was thanked for his attendance and left the meeting.

## **4. Resident's Questions**

None.

## **5. Minutes of previous meeting held on 11 October 2022**

The minutes from the previous meeting of the council held on 11 October 2022 were proposed as being an accurate reflection of events by N. OB, and DF seconded. The minutes were **APPROVED** unanimously. IL signed a hardcopy for PC records.

## **6. Ongoing Issues / Matters Arising**

- Wharfedale Pub - *no update to report*
- Fallen wall at Warren Lane / Arthington Lane junction - *BF reported that the ownership of the wall was still unknown, so the matter was ongoing. There was concern that the wall may be a danger. BF to report again and to continue to investigate.*

**ACTION: CLLR. FLYNN**

## 7. Properties Report

- Telephone box - *ongoing* - *IL reported the box is as it was; it has a coat of paint and has been stripped and primed awaiting the nice weather. Nothing had been purchased for the renovation yet.*
- Notice boards - *ongoing* - *IL reported that the notice board by the village hall needed to be repainted but was not rotten; better weather is awaiting. It was noted that after looking for other locations to re-site the board to save it from the weather, it was thought it was still best suited on the same side of the road where the footpath was, rather than by the houses.*
- Benches - *it was questioned if any any maintenance was necessary on the PC benches and it was thought not, just the usual grass cutting as and when required. It was also queried again if a rubbish bin could be sited by the bin at the foot of Black Hill Road, but councillors were reminded that there was an issue of the bin being emptied. It was decided that the councillors look how littered that area was when it came to the Spring Clean.*

## 8. SID Data & New SID Application

DF questioned if the Parish Council owned the SID, with the concern that if it needed any repairs or maintenance. There was discussion surrounding responsibility. Clerk to investigate.

**ACTION: CLERK**

The clerk reported that correspondence had been received from LCC advising that they were no longer accepting grant applications for this financial year, however BF advised that there were still funds available for 2022/23. BF to check. *Ongoing.*

**ACTION: CLLR. FLYNN**

It was suggested that councillors look for suitable positions to locate the new SID during the Spring Clean. This was agreed.

There was no recent SID data from the current device to produce at this meeting.

## 9. Spring Clean

Councillors discussed and agreed to arrange the 2023 Spring Clean for Saturday 22nd April, which would fall on the second weekend after Easter. It was agreed to ask the village hall to provide refreshments, and to ask Mr Quarmby for help with his tractor. DSS offered to help if Mr. Quarmby was not available. Clerk to administer the necessary arrangements.

**ACTION: CLERK**

## 10. Spring Newsletter

The clerk asked councillors for their thoughts for articles and if they had anything to contribute to the next newsletter. The following items were suggested:

- Advertise Spring Clean & Arthington Beer Club dates
- NO'B/IL - Telephone box renovations / photos
- BF grant news - Cricket Club, PC's SID, toilets for the new pre-school
- BF - Network Rail fencing areas off
- A village hall report / update

It was agreed that newsletters be brought to March's meeting, ready for distribution around the parish for Easter.

## 11. Clerking Update

The clerk notified councillors that she had decided to step down from the role of Clerk to the Parish Council, stating that it was time for someone else to step into the role. The clerk was very thankful to councillors for their support over the past 7 years.

Councillors were asked to review the circulated job description, job advert and salary before they could be advertised. The detail shared was agreed. Clerk to advertise on the website, notice boards and the village hall's social media

The clerk had agreed to stay in post until a suitable replacement had been found.

**ACTION: CLERK**

## **12. Planning & Enforcement**

The Clerk shared the below update on planning applications:

22/05421/FU 11 Breary Lane East - loft conversion - *we objected* - **REFUSED**  
22/06161/FU - 1 Creskeld Garth - Sliding gates at entrance - *we objected* - **REFUSED**  
22/06343/TR - 19 Creskeld Crescent - removing chestnut trees - *we objected* - **TPO SERVED**  
22/06464/TR - 49 Creskeld Lane - tree trimming - *no comment* - **APPROVED**  
22/06741/FU - 1 Valley View - extension - *we commended* - **APPROVED**  
22/06982/TR - 43 Creskeld Lane - tree trimming - *no comment* - **NO OBJECTION**  
22/07397/TR - 11 Creskeld Park - Tree trimming - *no comment* - **NO OBJECTION**  
22/07448/FU - 12 Creskeld Garth - first floor extension - *no comment* - **APPROVED**  
22/07785/TR - 19 Creskeld Crescent - tree trimming - *we objected* - **APPROVED**  
22/07693/FU - 1 Creskeld Garth - retrospective application for sliding gates - *we objected* - **REFUSED**

Councillors reviewed the following 2 applications that had only recently been received:

22/08378/FU - Mill Farm - new straw storage building - *to discuss* - *no objection was agreed*  
23/00293/FU - 16 Creskeld Drive - variation to approved plans - *to discuss* - *no objection was agreed*

Clerk to update the portal / records as necessary.

**ACTION: CLERK**

## **13. Finance**

The following finance update was shared with the meeting:

<b>Virgin Money Bank Current Account (02.12.2022)*</b>		<b>£7295.50</b>
Receipts since last meeting included in above –	COIF Dividend Nov 2022	£3.98
Payments since last meeting included in above –	Clerk's Salary 2nd qtr	£312.50
	Clerk's Expenses 2nd qtr	£13.50
	Village Hall Spring Clean 2022	£31.02
	Bus shelter repair - IL	£33.57
Cheques to raise not included above -	Clerk's Salary 3rd qtr	£312.50
	IL reimbursing RBL wreath	£25.00

**TOTAL at 24 January 2023 = £6,958**

*\*Date of most recent bank statement*

Approval for the above cheques to raise was sought and granted. DSS and N'OB signed cheques.

- Councillors were asked to set the precept for the financial year 2023/2024. DSS proposed that with the accounts being healthy, the precept request remain the same as the current financial year. It was unanimously **agreed** to set the precept for 2023/23 as £2,750
- The clerk reported that the tax support grant due to be received from LCC in April 2023 would be £36

- IL reported that the RBL no longer invoice and request payment by cheque, but instead payment is accepted over the phone or online. IL had called to pay for the November 2022 wreath and was seeking to be reimbursed. Approved.
- Cllr O'Brien had agreed to review the Financial Regulations for the PC and made notes on the following:
  1. Comment on page 1, reference to 'their; instead of 'him' or 'his' for the internal auditor.
  2. council is responsible for putting in place...risk management... risk assessment for the Spring Clean up suggested. AGREED. Reviewed again next year.
- The clerk reported that the pending £200 penalty from HMRC due to late submission of quarterly pay on their online system had been cancelled.

#### **14. Clerk's Report**

The clerk had nothing to report.

#### **15. Items for Report**

- HR suggested there was scope for a definitive footpath from Station Road, across the highway line to Pool along the old railway. IL reported that there had been a similar situation for a greenway from Burley to Ilkley when Parks and Countryside had reviewed Arthington's potential and thought it did not add any value. It was confirmed that the land in which the suggested definitive footpath be on was private land. It was confirmed that private ownership was from Station Road in Arthington all of the way up the old railway line in Pool Bank. It was thought that it would be the local authority that would need to approach private landowners regarding changing public right of ways. Ongoing.
- DF reported that a Bramhope resident expressed concern about some barbed wire on the ground in Long Balk Wood that followed a boundary line next to a public bridleway at the bottom of Creskeld Drive leading up to Creskeld Lane. After a site inspection, it was reported that the barbed wire was not near the edge of the bridleway and would not be an issue for people keeping to the right of way. It was confirmed that the barbed wire was on Arthington Parish land
- A letter pertaining to the change of access on Sandbed Lane had been received and circulated to councillors. It was confirmed that the letter was just for information and regarding officially stopping vehicles accessing the lane letter; it stated that the proposal is to go for representation in the magistrates courts on 22 March 2023

#### **16. Dates of Meetings for 2023**

The dates of the parish council meetings for 2023 were agreed as follows:

- **Tuesday 14th March | Tuesday 2nd May | Wednesday 19th July | Tuesday 3rd October**

It was confirmed that all meetings would start at 7.30pm, with the exception of the Annual Meeting in May which would begin at 7pm.

Clerk to check availability with the village hall and email confirmed dates to councillors.

**ACTION:** Clerk

The meeting ended at 21:14

Approved & Signed:..... Date:.....