

## BOSTON SPA PARISH COUNCIL

### Minutes of the Ordinary Parish Council Meeting held on Monday 19 February 2024 at the Village Hall, Boston Spa at 7.00 pm

**Present:** Cllrs K Blake (Chairman), G Bowen (Vice chair), K Alderson, D Taylor, E Alderson, M Heum. Cllr Stables and Courts arrived during the Public Open Forum at 19.05 and 19:07 respectively.

**Apologies:** None.

**In Attendance:** D Marshall (Clerk to the Council)

**Guests:** Ward Councillor Norma Harrington

Four members of the public were in attendance. Members of the Boston Spa and Wetherby Disability Support and Campaign Group attended following a meeting held in January with residents and Ward Councillors. The group feel that many people are excluded from the Boston Spa community because the majority of shops are inaccessible. Drivers parking on pavements is also becoming a serious issue and the paved area outside Costcutter is frequently used by vans and cars where they can squeeze in between the planters. Cllr Blake advised the group that additional planters will be placed at the Royal Terrace side to block vehicles. It was also noted that some delivery drivers are parking on the pedestrian crossing zig zags. The Ward Councillors were asked whether more enforcement could be provided, particularly during peak times. A recent visit by traffic enforcement resulted in quite a number of tickets being issued. It was agreed that greater awareness was required by vehicle owners as many do not seem to consider pedestrians when parking. The Parish Council agreed to include another reminder in the e-newsletter. The Disability Group were also reminded of Snap, the Police website where photos and videos of traffic offences can be uploaded by the public. The group asked if an update could be included in the e-newsletter about the new disabled parking spaces. This was agreed. One resident asked about the Electric Vehicle Chargers which have been removed from the High Street car park. These are being replaced by LCC.

<b>194/23</b>	<b>To accept apologies for absence and approve reasons for absence</b>	
	<b>None.</b>	
<b>195/23</b>	<b>To note declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests (DPI) in the business to be transacted at this meeting</b>	
	Cllrs E and K Alderson, P Stables and D Taylor all declared a non-pecuniary interest in 157/23ii 23/02872/FU – Land East of Church Street and 157/23iii 23/03008/FU – Former School, 27 Church Street. Cllrs Heum and Alderson declared a non-pecuniary interest in Planning Application 23/07297/FU – 146 High Street	
	<b>Resolved: That the interests be noted and the above councillors excluded from a vote on such matters.</b>	
<b>196/23</b>	<b>To receive an update from the Ward Councillors</b>	
	The road will be resurfaced on the Wattlesyke and Grange Moor roundabouts w/c 4 <sup>th</sup> March. Cllr Blake reported that the bin door on the yellow bin at Stables Lane will not stay closed. The Ward Councillors said they would arrange to have this fixed.	
<b>197/23</b>	<b>i)</b>	<b>To confirm the Minutes of the ordinary meeting held on 15 January 2024 and review the action list</b>
		140/23v - Include inconsiderate parking flyer in e-newsletter - Completed 161/23iii - Liaise with schools regarding Church Fields overflow car park- ongoing 176/23ii Provide Facebook login to Cllr E Alderson - completed 177/23ii Organise Planning meeting with Cllrs Bowen and Courts to discuss 23/02872/FU - Land East of Church Street - ongoing 180/23iii - Obtain two further quotes for Stables Lane car park surfacing - completed 183/23- Include advice regarding wood burning in e-newsletter - completed
		<b>Resolved: That the minutes be accepted as a true record and the action list updated.</b>
	<b>ii)</b>	<b>To confirm the Minutes of the extraordinary meeting held on 24 January 2024</b>
		<b>Resolved: That the minutes be accepted as a true record.</b>

<b>198/23</b>	<b>Financial matters</b>
	<b>i) To review the monthly figures and bank reconciliation</b>
	The report had been circulated prior to the meeting.
	<b>Resolved: That the figures be accepted as a true record.</b>
	<b>ii) To consider the update of bank signatories for the Lloyd's and NatWest current accounts</b>
	The clerk advised that Sara King would need to be removed from the Lloyd's account. It was proposed that Cllr Taylor be added as a replacement signatory. It was agreed that signatories for the NatWest and the savings accounts would need to be discussed as part of a review of the Parish Council's bank accounts. The Clerk said she would organise a meeting.
	<b>Resolved: That Sara King be removed as a banking signatory at Lloyd's and Cllr Taylor be added.</b>
<b>199/23</b>	<b>Administration and Governance</b>
	<b>i) To consider the purchase of a new laptop for the Parish Clerk</b>
	The Clerk reported that the current laptop is now five years old and the battery life is very short. The laptop is now also very slow at processing. It was proposed that a budget of £600 be given for a 16GB laptop with funds to be taken from the Asset Replacement Reserve.
	<b>Resolved: That the budget of £600 for new laptop be agreed.</b>
	<b>ii) To receive an update on the 2024 Annual Newsletter</b>
	The Clerk reported that she had now received all the articles from local organisations. Only the Chairman's report is being awaited. Oasis, Yeadon's and Kirby's have all agreed to place adverts.
<b>200/23</b>	<b>Planning issues</b>
	<b>i) To review planning applications and agree responses</b>
	24/00057/FU 90 High Street- No comment
	24/00238/FU 59 Grove Crescent- No comment
	24/00322/FU 46 Grove Road- No comment
	24/00331/FU Fairseat House 302 High Street – No comment
	24/00351/FU 3 Holly Bush Court – No comment
	24/00660/LI 217 High Street – No comment
	24/00832/FU 24 West Dale – No comment
	<b>ii) To consider application 23/02872/FU - Land East of Church Street</b>
	Cllr Blake has been in discussions with the Leeds Planners regarding outstanding issues that the developer needs to address. The proposed development ticks most of the boxes for the SAP policies. Cllr Blake said he would organise a meeting with Cllr Bowen and Courts to discuss.
	<b>Resolved: The Clerk to submit responses on behalf of the Parish Council to Leeds CC where appropriate.</b>
<b>201/23</b>	<b>To receive any crime reports or updates from the PACT meeting</b>
	It was confirmed that the next Police report (due in April) will only include crimes in the Wetherby Ward. The December and January crime report had been circulated for Wetherby and Harewood.
	A suspect has been arrested for possession with intent to supply and possess offensive weapon, the investigation is ongoing. Two further suspects have been arrested in connection with rural burglaries/thefts involving suspects on quads. The investigation is ongoing but there have not been any further rural burglaries/thefts involving quads since the arrests were made at the beginning of January.
	<b>Resolved: That the report be noted.</b>
<b>202/23</b>	<b>Community Events</b>
	<b>i) To consider arrangements for Party in the Park</b>
	Cllr Alderson provided an update. Lynn Beckwith has kindly volunteered to oversee the event with assistance from volunteers the Rotary Club. Cllr Stables said that the Green Group will not have a stall this year and will provide volunteers to assist. Cllr Bowen said there would be a stall for the Neighbourhood Planning Consultation this year.
	<b>Resolved: That the above arrangements be accepted.</b>
	<b>ii) To consider a request for new bunting at £500</b>
	A report from Jeff Newton had been circulated prior to the meeting giving the requirements for new street bunting. Cllr Taylor suggested that the gala committee be asked to make a 50%

		contribution and said he would liaise with them and report back at the March PC meeting.
<b>203/23</b>	<b>To receive an update on issues concerning Stables Lane and receive any updates from the Friends of Stables Lane Working Group</b>	
	<b>i)</b>	<b>To consider quotes for car park resurfacing</b>
		Three quotes had been obtained: One at £13,850, one at £28,820.60 and one at £54,588.82. It was considered that Rural Roots, who had delivered a very detailed quote had the greatest understanding of the site and its requirements for drainage and surfacing.
		<b>Resolved: That the quote from Rural Roots at £28,820.50 be approved.</b>
	<b>ii)</b>	<b>Other issues</b>
		None.
<b>204/23</b>	<b>To consider any issues regarding Church Fields or public open spaces</b>	
	<b>i)</b>	<b>To receive an update on access to the overflow car park by schools (Cllrs Taylor &amp; Stables)</b>
		Cllr Stables said no further progress had been made with the schools. Cllr Blake said he had concerns about safety from vehicles entering and leaving the car park when there are many children present.
	<b>ii)</b>	<b>Other issues</b>
		<ul style="list-style-type: none"> <li>The Clerk reported that wildflower areas are going to be cut as soon as the weather improves as they were not cut in autumn.</li> <li>Cllr Stables reported that the Green Group have decided not to purchase a chainsaw because of the possible safety issues and that Mike Gadd will liaise with G Baxter and Partners regarding any hedge cutting that needs to be undertaken.</li> </ul>
<b>205/23</b>	<b>To consider any riverside issues</b>	
	<b>i)</b>	<b>To consider a quote from TCV for footpath repairs</b>
		TCV inspected the site on 14 February and have provided a quote of £1,998.88 to put 30 metres of compacted stone the muddy areas; repair and replace 37 posts and approx 39 metres of edging boards and add 1.5 metre boards to an exposed side of a footpath near the Moorlands. It was proposed that the stones be laid as soon as possible due to weather conditions.
		<b>Resolved: That the quote of £1,998.88 be accepted.</b>
	<b>ii)</b>	<b>To receive an update on tree works</b>
		Approval is still being awaited from LCC but the work has been pencilled in for w/c 26 <sup>th</sup> February by Scotton Trees pending LCC's consent.
<b>206/23</b>	<b>Allotments</b>	
	<b>i)</b>	<b>To receive an update the allotments (Cllrs Taylor &amp; Bowen)</b>
		Cllrs Bowen and Taylor inspected the allotments in February and will meet again April to do a second inspection. Plot 2A at Primrose Hill has now been re-let. The Clerk reported that there are 16 people on the waiting list.
<b>207/23</b>	<b>Neighbourhood Planning Advisory Committee (NPAG)</b>	
	<b>i)</b>	<b>To receive any updates from NPAG (Cllr Bowen)</b>
		Cllr Bowen reported that the second public consultation at Deepdale CC on 27 <sup>th</sup> January was well attended. There was much consistency in feedback from the public at this and the Village Hall event. NPAG will hold its next meeting on 29 <sup>th</sup> February 2024.
<b>208/23</b>	<b>To receive an update on Village Centre Plan issues</b>	
		Cllr Blake met Highways Officer Chris Proctor in January. The outstanding issues are still with COLAS to resolve and unfortunately, Chris is struggling to get a response. Some issues have been marked as urgent due to safety concerns. Boston Spa in Bloom has asked whether there are any spaces for additional planters. Cllr Stables said there might be an opportunity to put planters on the grass verge at Westwood Way if trees cannot be planted because of the underground utilities. Cllr Blake circulated the revised TRO for Westwood Way. The consultation will now be sent to the householders. The Bridge Close TRO is now drawing to completion. Cllr Stables reported that some retailers had complained about a drop in footfall and how this might be attributed to the loss of car parking spaces outside Yeadon's. Cllr Blake is continuing to liaise with YW regarding the drainage outside Yeadon's.

<b>209/23</b>	<b>To receive reports from members who have attended other committees and meetings</b>		
	Cllr Heum attended the Village Hall Committee meeting. Its current focus is on organising fundraising events. Cllrs Bowen and Blake attended the first half of the Outer Northeast Parish and Town Council meeting at which they viewed a presentation from LCC Planning.		
<b>210/23</b>	<b>Exchange of Information – to raise any emerging issues</b>		
	Cllr Stables reported that residents had complained about the work to expand Martin House. Contractors' vehicles are currently being parked on the road and there are large puddles forming on Grove Road and Cinder Lane. Some of the storage containers can be viewed from resident's properties on Grove Court.		
	Cllr Blake reported that BEET (The Boston Spa Energy Efficiency Trial) had now been launched. It was agreed that the Parish Council should write to Keith Jackson to thank him for his work on the project.		
<b>211/23</b>	<b>To note correspondence received and approve any responses/ action to items of correspondence</b>		
	The list of correspondence had been circulated prior to the meeting.		
	<b>Resolved: That the correspondence list be noted.</b>		
<b>212/23</b>	<b>To approve payments and receipts in accordance with the budget</b>		
	D Marshall	Salary & Expenses	£1,095.08
	M Gadd	2 x Juniper Trees	£30.00
	Business Stream	Stables Lane Water	£345.29
	Marsland Timber	Tree Stakes	£27.07
	RTC Safety Surfaces	Play Equipment Surfacing – Stables Lane	£10,586.04
	Leeds City Council	Additional Christmas Lighting	£837.60
	Allotment Tenant	Allotment Rent Refund	£11.66
	Leeds City Council	Annual rent – West End	£25.00
	<b>Receipts</b>		
	Sponsor	Stables Lane Tree Sponsorship	£400.00
	Boston Spa Tennis Club	Annual Contribution	£214.50
	Boston Spa Bowling Club	Annual Contribution	£478.30
	HMRC	VAT Refund	£4,043.75
	<b>Resolved: That the above payments be approved.</b>		
<b>213/23</b>	<b>To receive items for the Ordinary Parish Council meeting on Monday 18 March 2024</b>		
	Cllr Bowen requested that the PC review its communications and social media strategy.		
	<b>Resolved: That the above item be approved for inclusion on the March agenda.</b>		
<b>Closure</b>	<b>There being no further business the Chairman declared the meeting closed at 20:54 hours.</b>		

Signed \_\_\_\_\_ Date \_\_\_\_\_

#### ACTIONS

	<b>18<sup>th</sup> December 2023</b>	
161/23iii	Liaise with schools regarding Church Fields overflow car park	Cllr Stables
	<b>15<sup>th</sup> January 2024</b>	
177/23ii	Organise Planning meeting with Cllrs Bowen and Courts to discuss 23/02872/FU - Land East of Church Street	Cllr Blake
	<b>19<sup>th</sup> February 2024</b>	
202/23ii	Speak to Gala Committee regarding 50% contribution to street bunting.	Cllr Taylor