

BOSTON SPA PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on Monday 18th March 2019 at the Village Hall, Boston Spa at 7.00 pm

Present: Cllrs K Blake, S Courts, T Gaussen, M Harris, S Morritt (Chair)

Apologies: Cllrs K Alderson, M Heum, J Lyne

In Attendance: V Hunter, D Marshall (Clerks to the Council), PCSO L Crossland.

Guests: Ward Cllrs Alan Lamb and Norma Harrington

8 members of the public were in attendance. The Chair welcomed those in attendance and invited them to address the Parish Council. One resident raised the issue of damaged/uneven roads and footpaths, particularly around the area of West End. The footpath that runs alongside the Skate Park to High Street has lifted because of protruding tree roots. The chair advised that the path is maintained by Leeds City Council but that Cllr Blake would inspect the path and report back to see if any action could be undertaken by the Parish Council to expedite repair.

3 residents from Church Fields raised concerns about a planning application that has been submitted for an extension to 23 Church Fields, which it is believed will overshadow their properties. Cllr Blake agreed that he would visit the property to make an assessment.

3 residents expressed their concerns about the proposed Church Street Development with particular reference to the number of dwellings in the plan. The Chair advised the public in attendance that an objection to the Church Street development from the Parish Council had now been finalised for submission to LCC on 19th March. The Chair ran through the most salient points, with particular reference to the PC's concerns over density and massing.

2 residents raised concerns regarding the proposed development behind 86 High Street, plans for which have now been resubmitted following some minor amendments. The Parish Council stated that many of the issues in its objection document submitted to LCC planning in November 2018 had not been addressed and agreed that the objection document should be resubmitted. Cllrs Lamb and Harrington confirmed that they have asked that this application be referred to LCC Plans Panel on 11th April 2019 for determination and that an extension has been sought to the 18th March deadline as there has not been enough time given to review the changes.

One resident expressed concerns about the overall number of developments being proposed in Boston Spa, and also the process within Leeds City Council for their approval, with the perceived inexperience of those working with Leeds City Council Planning dept being of particular concern.

053/19 To accept apologies for absence and approve reasons for absence

Apologies had been received from Cllrs Alderson, Heum and Lyne. Cllr Taylor has resigned since the last Parish Council meeting on 18th February.

Resolved: That the apologies were received and consented to

054/19 To receive crime statistics and police matters

PCSO L Crossland from Wetherby Police Station attended the meeting. Nine crimes had been reported. Four criminal damage; two burglary residential and three vehicle interference.

Particular focus was placed on vehicle security as several thefts have been made from unlocked vehicles throughout the Wetherby and Harewood Wards. The Police ask that the public be vigilant and check that car, garage and shed doors are locked.

Several offences are going to be heard in court due to youth related criminal activity. Police and the Leeds Anti-social behaviour team paid home visits to several youths in relation to ASB. Prohibition notices were issued.

With recent months seeing a rise in reported crime in Boston Spa, Cllr Heum sent out a dedicated Crime prevention and anti-social behaviour email to residents on 18th March with recommendations on how to keep properties and vehicles safe.

055/19 To receive declarations of disclosable pecuniary and other interests

Cllrs Alderson and Heum had previously declared an interest in the Church Street Development in the February Parish Council Meeting.

056/19 To confirm the Minutes of the meeting held on 18th February 2019 and review the action list

The minutes had been previously circulated. The following updates to the Action List were noted:

123/18 – Review the Stables Lane risk assessment following attendance at YLCA course- ongoing

175/18 – Discuss with LCC the replacement of the current bins at Millennium Gardens- ongoing

225/18 (iii) – Bring back a costed proposal for the provision of CCTV at Stables Lane - ongoing

249/18 – Investigate options, costs and funding for the provision of CCTV within the village- An assessment has taken place to outside Costcutter to determine its suitability as a location for CCTV. Cllrs Lamb and Harrington are taking this forward.

294/18 (iii) – Produce a tree inspection protocol – this has been prepared for discussion on the agenda

013/19 – Contact LCC for an update of the repair to damaged guttering. Councillor Lamb was asked to raise this again with LCC.

016/19 –Cllr Lyne to meet with Cllr Lamb regarding disabled access- completed

028/19- Produce supplementary newsletter focussing on crime prevention- completed

035/19- Submit comments to Cllr Blake regarding the Church Street Development- completed

043/19 (i)- Contact LCC to obtain advice on measures to prevent vehicle access onto Church Fields POS
Cllr Gausson is waiting for LCC Landscapes. It is proposed that more trees be planted with a gap for a bollard to allow occasional parking and for maintenance.

047/19- Invite local traders to submit an article on their Christmas plans for the annual newsletter- completed.

Resolved: That the minutes be accepted as a true record and the action list updated

057/19 To review the monthly figures

The figures had been previously circulated and are approved.

Resolved: That the figures be accepted as a true record

058/19 Funding requests

- i) **To consider a request from the Gala Committee for funding towards the provision of portable toilets on Gala day.**

The Parish Council recommends that the Gala be offered the use of the community PA system in lieu of toilets.

Resolved: The new PA system will be offered in lieu of the portable toilets.

- ii) **To consider a request for financial support for the Big Weekend Festival 2019**

A request had been received from the organisers of the 2019 Festival Weekend for financial support from the Parish Council along the lines of that provided in 2018. In 2018 the Parish Council had provided a budget of £700 against which a total of £639.70 had been claimed and which had met the cost of publicity material. It was agreed that the same amount would be offered. It was also requested that a list of activities that to be held on Parish Council land be submitted to the Parish Council.

Resolved: The Parish Council to provide a budget for festival publicity up to a maximum of £700.00

059/19 Planning issues

- i) **To agree the Parish Council's response to application 19/00664/FU – St Vincent's/Borlocco House (to follow)**

A draft response objecting to the application had been produced with input from the PFVC and FOSL working groups and local residents. The response had been circulated to all members for consideration. The principle reasons for objection were:

- i) The plan contravenes the BSNP, the LCC SAP and BSCAAMP.
- ii) There are grave concerns about scale, massing and density. The plans exceed the agreed number of houses in the SAP by 35%.
- iii) Housing provision does not take into consideration the older population of Boston Spa
- iv) There has been little consideration given to conservation area in which the development is placed
- v) There is a shortage of parking, giving rise to concerns over traffic congestion and road safety
- vi) There will be an increased pressure on local infrastructure, particularly on local doctors' surgeries and schools

Cllr Gausson reported that he had attended a meeting with LCC planners and Ward Councillors on 18th March in order to seek clarification on the extent of the discussions which had been held between the developers and the planners. He was advised that despite these discussions, the planners had significant concerns regarding the existing proposals which were very much in line with those of the PC. Ward Councillor Lamb indicated that further discussion with the developer, perhaps including the PC, may take place if agreed to by the developer.

Resolved: That the objection be agreed and submitted by the Clerk to Leeds City Council planners

- ii) **To receive an update on application 18/06367/FU and 18/6368/LI - 86 High Street and consider whether any further response is required**

The Parish Council previously put their objections forward on 20th November 2018. House plans have been revised and resubmitted, however the Parish Council believes that its comments have not been considered and that any changes made are largely cosmetic. Cllrs Lamb and Harrington have asked that the application to be passed to the LCC Plan Panel. Residents are encouraged to resubmit their objections to the planning portal.

Resolved: It was agreed that the previous objection be submitted by the Clerk to Leeds City Council Planners

- iii) **To review the remaining planning applications and agree responses.**

The following applications had been received:

19/00904/FU - 4 Chestnut Avenue - Conversion of basement to habitable accommodation with new window; dormer window and rooflights to rear, window to ground floor rear. No comment.

19/00950/LI - 1 Spa Lane - Listed building application for replacement windows to front. No comment.

19/00973/FU - 114 High Street - Two storey extension to rear. No comment.

19/00962/FU - 4 Clifford Moor Road - Part two storey; part single storey side and rear extension – no comment

19/01175/FU - 9 Fieldhead Paddock - Single storey side and rear extension – no comment

19/01178/FU - 23 Church Fields - Single storey rear extension and porch to front -

To be reviewed by Cllr Blake following concerns raised by local residents.

19/01373/FU - 78 High Street - Single storey rear extension. – No comment.

Resolved: The Clerk to submit responses on behalf of the Parish Council to LCC, where appropriate.

- iv) **To receive an update on the appeal against the refusal of planning application 17/07917/FU (Crown Hotel)**

Cllrs Morrill, Blake and Gausson attended an informal formal hearing on 19th February in which number of residents and LCC officers attended. The key concerns regarding the traffic problems were emphasized to the inspector. The issue of none use of the bedrooms was also raised, highlighting the none-optimal use of the building and the need for single bedroom accommodation in Boston Spa. Ward Cllr Norma Harrington confirmed that no indication of timescales was given by the inspector as to when a decision will be made on the appeal.

060/19 To consider quotations received for tree works at Primrose Hill allotments, Stables Lane and the

Riverside.

Quotes have been received from Mike Rhodes, Farm and Land and Bardsey Trees.

It has been decided that work should progress with the work at Stables Lane to remove two cherry trees and crown lift the remainder, with crown lifting also applied to the boundary trees. Work will be undertaken at the riverside to remove the branches on two large beech trees to create eco poles. M Rhodes has been selected to undertake the above work.

It has been agreed that Cllrs Adam Lamb and Harrington will investigate the ownership of the land of the tree on the Primrose Hill allotments so that quotes can be approved for the removal of the Norway Maple.

061/19 To consider a draft protocol for the inspection of trees on Parish Council owned land

A tree inspection protocol was circulated and has now been approved. It has been noted that the new tree protocol will need to be referenced in the risk assessments.

Resolved: Tree inspection protocol approved

062/19 To consider the quotation received from Yorkshire Water for the provision of water to Primrose Hill allotments and agree a way forward

A quotation has been received from Yorkshire Water for the provision of a water supply to the allotments. However, since this had been received, it had been determined that the LCC land across which the supply would need to cross was adopted and, as such, Yorkshire Water would need to undertake this section in addition to what had previously been quoted. Following a discussion with Yorkshire Water by Cllr Steve Morritt, Yorkshire Water has agreed to undertake the resurvey at no additional cost. This will be done w/c 25th March.

A new quote will be required to run pipework from adopted land into the land on to allotments. It was noted that a contribution of £1,000 towards the cost of the works had been received from the Ward Councillors MICE funding. Permission was being sought from LCC for the removal of a tree, which was needed to allow space for the underground pipework.

In the meantime, 2 water butts have now been purchased, which will be filled by the developers from the site's water supply until the issue is resolved.

063/19 To confirm the Parish Council's future involvement in High Street Christmas arrangements

Further to minute 010/19 and the attendance of representatives from the local traders at the February meeting, it was agreed that the responsibility for Christmas trees on the High Street would be transferred to the local traders with effect from 2019. It was confirmed that the Parish Council would continue to provide support to the working group including consideration of any request for financial support should this be received.

Resolved: Responsibility for Christmas Trees now accepted by local traders

064/19 To receive an update on streetscene matters and public toilets (Cllr Morritt)

The guttering on the public toilets has not been fixed and it has been reported that three ground lights at Millennium Gardens are not working again. Cllr Lamb will investigate these issues with Leeds City Council.

065/19 To receive an update from the Friends of Stables Lane Working Group (Cllr Alderson)

No update was received this month.

066/19 To consider a request from a resident for improved signage at Deepdale Skate Park

An email had been received from a resident expressing concerns about younger children/ toddlers wandering into the skate park area and asked whether signage could be provided. Cllr Blake will inspect the site following the completion of a Playground Safety Inspection Course on 20th March and report back at the next meeting.

067/19 To receive an update on riverside issues (Cllr Gausson)

- There has been no update from Enviroscope regarding the woodland survey. Cllr Gausson to follow up.
- The local scouts have yet to clean the information panels. Cllr Gausson will follow up on this.

- Cllr Gausson had reported that the daffodils planted by Boston Spa in Bloom had done well and would like to recommend that more be planted for next spring.

068/19 To receive an update from the People Friendly Village Centre working group (Cllr Lyne)

Minutes of the meeting held on 5th March had been circulated.

- Cllr Lyne met with Cllr Lamb and it was confirmed that there is no central funding that can be obtained to improve disabled access. The PC were made aware of a scheme called Changing Places with funding availability to refit disabled toilets (£25k). The Village Hall Committee has been contacted to see if they would like to receive the funding.
- Draft shop guidelines will be ready for next PC meeting.
- The group has invited a dementia friendly awareness specialist to their next meeting.

20mph speed limit

The final proposals for the 20mph speed limit zone in Boston Spa were legally advertised on 15 March 2019. LCC has advised that further comments on these proposals can, and will be considered as part of the overall consultation process, which lasts for four weeks.

It was agreed that Parish Council would request that the 20mph zone on the High Street be extended:

- In the west to the junction of the Church Fields car park access road with High Street

This is because the current proposed start of the 20mph limit boundary is directly in front of the church and also crosses the bus stop area. The 20mph signs would create clutter and a loss of visual amenity in the view of the church. Moving the start of the zone to the car park access road would ensure any signs are well clear of the bus stop and church frontage.

- In the east to Spa Surgery.

This would then cover what is defined within the Neighbourhood Plan as the Village Centre.

069/19 Church Fields

i) To receive an update on the handover of public space

A cheque has now been received from Taylor Wimpey for the sum of £190,557.42 and the handover of public land has been completed for which we are now awaiting paperwork.

ii) Boundaries and public space maintenance

It was agreed that residents with hedge boundaries on Church Fields be formally advised that the land is now under ownership of the Parish Council and that any grounds maintenance (including that to hedges) should only be undertaken by the Parish Council or when special permission has been obtained. Cllr Blake will complete a plot plan of those that need to be contacted.

iii) Public Notification

It was agreed that the announcement about the passing on of land ownership would be included in the next Parish e-newsletter.

iv) Bus Shelter Funds

Money had previously been allocated for a shelter at the current bus stop outside St Mary's Church. It was advised that West Yorkshire Combined Authority/ Metro would provide this. Cllr Lamb will ask the planners at LCC on what monies are left. Cllr Gausson will investigate options that complement the streetscene on the High Street.

070/19 To receive an update on issues in relation to the Grove Road development (Cllr Morritt)

Cllr Lamb confirmed there have been no further complaints in relation to the site.

071/19 To receive reports from members who have attended other committees and meetings

Cllrs Morritt, Gausson and Lyne met with the LCC highways team on 8th March to discuss sightlines and

congestion issues at the junction of Bridge Road and High Street. It was confirmed that the existing extent of double yellow lines is consistent with the LCC Highways rules and that a build out at the east of the junction would be impractical. It was accepted that loading / unloading is permissible on double yellow lines for half an hour. It was confirmed that there is therefore an enforcement issue for vehicles that are not loading or unloading. Cllr Lamb agreed he would ask for a greater traffic warden presence. Cllr Matt Harris has agreed to follow this up.

072/19 Exchange of Information – to raise any emerging issues
None.

073/19 Clerk’s verbal report
With Parish Council elections in mind, Val Hunter confirmed that she has started putting together a draft election document that will shortly be circulated.

074/19 To note correspondence received – items of interest
An anonymous letter from a resident arrived regarding concerns about crime and anti-social behaviour. This was circulated to the Councillors. No further action was deemed possible.

075/19 To approve responses/action to items of correspondence
None

076/19 To review late items of correspondence
None

077/19 To approve payments and receipts in accordance with the budget

Resolved: All payments approved for payment

HMRC	PAYE Q4	£631.40
Norris & Fisher	Village Hall insurance renewal	£2,132.43
Douglas Yeadon Hardware Ltd	Paint – Stables Lane	£21.60
V Hunter	Clerk’s salary and expenses	£529.16
D Marshall	Clerk’s salary	£494.60
S Morrill	Expenses 2 x Water Butt Kits – Primrose Hill Allotments	£79.98
Yorkshire Water	Allotment resurvey	£127.51
Wharfe Valley Garden Maintenance	Millennium Gardens & High Street Car Park - February	£251.57
Wharfe Valley Garden Maintenance	Millennium Gardens & High Street Car Park - March	£171.00
Leeds City Council	Parish Clerk Advert	£84.00

Receipts

Leeds City Council	Grant re allotment water	£1,000.00
Village Hall	Recharged costs	£15.84
Boston Spa Bowling Club	Stables Lane contribution	£500.00
Boston Spa Tennis Club	Stables Lane contribution	£250.00
Taylor Wimpey (via Ware & Kay)	Church Fields commuted sum	£190,557.42

078/19 To receive items for the next Parish Council meeting on Monday 15th April 2019
Cllr Blake confirmed he will be on holiday from 1st April. The Clerk will send on anything of importance to Cllr Blake in regards to planning.

Next Meeting The next Parish Council meeting will be held on Monday 15th April 2019 at 7.00 pm at Boston Spa Village Hall

Closure There being no further business the Chair declared the meeting closed at 21:04 hours

Signed _____

Date 18th March 2019**ACTION LIST**

	21st May 2018	
123/18	Review the Stables Lane risk assessment following attendance at YLCA course	Cllr Alderson
	19th July 2018	
175/18	Discuss with LCC the replacement of the current bins at Millennium Gardens	Cllr Morritt
	17th September 2018	
225/18 (iii)	Bring back a costed proposal for the provision of CCTV at Stables Lane	Cllr Alderson
	21st January 2019	
013/19	Contact LCC for an update of the repair to the damaged guttering	Cllr Morritt
	18th February 2019	
043/19 (i)	Contact LCC to obtain advice on measures to prevent vehicle access onto Church Fields POS	Cllr Gausen
	18th March 2019	
062/19	To obtain a revised quotation from Yorkshire Water at Primrose Hill allotments following a resurvey.	Cllr Morritt
066/19	Undertake a safety inspection of the Deepdale Skate park and report back at the next meeting. An inspection of the nearby path is also required.	Cllr Blake
067/19	Follow up with Enviroscope in regards to funding for a Woodland Survey at Riverside.	Cllr Gausen
069/19(ii)	To investigate POS for Church Fields and pull together plot plan in order that residents can be made aware of Parish Council ownership of public land and boundaries.	Cllr Blake
069/19 (iv)	Investigate bus shelter options for the St Mary's Church bus stop that will complement the streetscene on the High Street and follow up with Ward Councillors regarding funding.	Cllr Gausen
071/19	Request a greater traffic warden presence in the village, particularly around the junction of Bridge Road/ High Street to mitigate problems with sightlines.	Cllr Harris