

## BOSTON SPA PARISH COUNCIL

### Minutes of the Ordinary Parish Council Meeting held on Monday 16<sup>th</sup> September 2019 at the Village Hall, Boston Spa at 7.00 pm

**Present:** Cllr K Blake (Chair), T Gaussen, M Heum, Cllr S Courts, J Lyne, M Harris

**Apologies:** Cllr K Alderson

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

**Guests:** Ward Cllr Alan Lamb

Twenty-one members of the public were in attendance. The Chairman welcomed the members of the public and Cllr Lamb and invited them to address the meeting. All members of the public had attended in connection with the Planning Application 19/05151/FU for the development of seven new properties on land at Wharfeside (formerly known as Gas Works Lane). Residents opposed to the development were invited to speak first. A principle objection was that the eastern side of the development would be built on Greenbelt and that this would also have a detrimental effect on wildlife in the area, with the building proposed for demolition housing bats. Several trees are also proposed for removal which would affect the otter and owl population. One resident expressed the issue of vehicle access, with the entrance road being too narrow for a waste collection lorry or construction vehicles. It was also felt that the new properties would have an inadequate number of parking spaces. A resident living opposite the entrance to Wharfeside expressed his concerns about the danger to vehicles entering and leaving the road as walkers and fisherman often park their cars close to the entrance, severely reducing sightlines. A long-term resident of Wharfeside stated that the proposed large detached properties would be out of proportion with the existing smaller properties on the road and that his property would be hugely overlooked. This view was shared by residents backing on to the development from River View. Those in favour of the development highlighted the positive improvements that would be made to the road, with a new tarmacked road being much safer and also providing a splay that would improve access to and from the development. A consultant of behalf of the developer stated that the development had been very carefully designed and that consideration had already been given to all the points raised. Whilst four new properties would be built on Greenbelt, this would be infill in between existing properties. The impact on neighbours had been examined and separation distances were found to be good, with no issues of overshadowing or overlooking. The development will not be visible from the main road, will not affect the view of the eastern entrance to the village and materials will be of a high quality to maintain the character of the area. Residents asked why public notices had not been mounted by Leeds City Planning. The Clerk and Cllr Lamb said they would follow this up with LCC.

Cllr Lamb confirmed that traffic engineers will be carrying out the measuring for the CCTV on the High Street w/c 23<sup>rd</sup> September and that costings are due shortly. It was also confirmed that LCC are looking to track the location of the money from the S106 Bus Stop funds and Cllr Lamb confirmed that he would support the Parish Council in however they chose to use the money to improve the current bus stops. Cllr Blake confirmed that the new Westwood Way Pedestrian Crossing has now been put in place.

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| <b>219/19</b> | <b>To accept apologies for absence and approve reasons for absence</b>  |
|               | Apologies had been received from Cllr K Alderson.   |
|               | <b>Resolved: That the apologies were accepted and consented to</b>  |
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| <b>220/19</b> | <b>To receive crime statistics and police matters</b>   |
|               | A written report had been submitted. Ten crimes had been reported in August; two criminal damage, five burglary residential and three thefts from a vehicle.  |
|               | Cllr Harris attended the PACT meeting prior to the Wetherby Town Council meeting on 10 <sup>th</sup> September. Residents from Wetherby had expressed concerns about Antisocial behaviour and vandalism at Sandringham Park. A greater police presence has been requested for Wetherby. |
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| <b>221/19</b> | <b>To receive declarations of disclosable pecuniary and other interests</b>   |
|               | None.   |
| <b>222/19</b> | <b>To confirm the Minutes of the meeting held on 19<sup>th</sup> August 2019 (attached) and review the action list</b>  |
|               | <p>148/19 To discuss potential activities for VE Day 2020 with FOSL and PFVCWG and report back in September - Cllr Lyne to add to next agenda for PFVCWG.</p> <p>156/19ii Arrange a meeting to discuss signage at Deepdale Skate Park and Stables Lane - Ongoing</p> <p>178/19iii Circulate quotes/options for alternative BBQ's- on hold until spring.</p> <p>180/19iii Distribute an email to Shopkeepers regarding shop frontage - pending new website launch.</p> <p>181/19i Obtain a quote for hoops at Church Fields from the provider of hoops at Stables Lane- ongoing</p> <p>181/19ii Seek public feedback/opinion on interest in sponsoring a tree at Church Fields – Newsletter to go out w/c 23<sup>rd</sup> September.</p> <p>181/19iii Review Church Fields Maintenance Contract – ongoing</p> <p>183/19 Request public input into Leeds Local Access Forum/ Public Rights of Way – completed.</p> <p>203/19ii To submit an application to LCC for the felling of a Sycamore at Clarendon Road – completed.</p> <p>205/19ii To put together a draft agreement/document for users of the Stables Lane Junior Football Pitch - ongoing</p> <p>205/19iv- To submit an email to the Wetherby Ward Councillors requesting funding for bins at Stables Lane.- Ongoing</p> <p>209/19i To put together proposed wording the skate park safety signage - ongoing</p> |
|               | <b>Resolved: That the minutes be accepted as a true record and the action list updated</b>  |
| <b>223/19</b> | <b>To review the monthly figures (attached)</b>   |
|               | The figures had previously been circulated  |
|               | <b>Resolved: That the figures be accepted as a true record</b>  |
| <b>224/19</b> | <b>Planning issues</b>  |
|               | <b>i) To review a new planning application 19/05151/FU – Land at Wharfeside</b>   |
|               | Following the receipt of resident comments, the Chairman recommended that the Parish Council meet separately to discuss the planning application and that an extension to the consultation period would be requested from LCC Planning. It was confirmed that the PC would report back to residents with their findings at the next Parish Council meeting on 21 <sup>st</sup> October before filing comments with Leeds Planning.  |
|               | <b>ii) To receive an update on application 18/06367/FU and 18/6368/LI - 86 High Street</b>  |
|               | Following the developer's amendments to the plans, another 14- day consultation had taken place. It was agreed that the PC would add a further objection to the development as no substantial changes had been made to the plans.   |
|               | <b>iii) To receive an update on application 19/00664/FU – St Vincent's/Borlocco House</b>   |
|               | Cllr Blake and Gausson will meet with the developer, Illuminating Investments and Cllr Lamb on Tuesday 17 <sup>th</sup> September to review plans before the developers resubmit them to Leeds Planning for approval.   |
|               | <b>iv) To review the remaining planning applications and agree responses (to follow)</b>  |
|               | <p>19/05121/FU 9 Fountains Avenue – No comments</p> <p>19/05413/FU 43 Oxclose Road - No comments</p> <p>19/05368/FU 4 Westwood Way- No comments</p> <p>19/05535/FU 2 Parkfield Drive - No comments</p> <p>19/05438/FU 8 Fountains Avenue - No comments</p> <p>19/05646/FU 39 Grove Crescent – No comments</p>   |
|               | <b>Resolved: No submission is required on the above planning applications.</b>  |
| <b>225/19</b> | <b>To receive an update on the future of the Crown Hotel (Cllr Gausson)</b>   |
|               | Cllr Gausson and Cllr Blake attended a meeting on 2 <sup>nd</sup> September with Amelia Ellis from Khalbros a development company that specialises in converting listed buildings. Plans were shared with the Cllrs on its proposal to convert the Crown Hotel to one- and two-bedroom apartments with the construction of two new dwellings in the car park. The PC were in favour of the proposal.  |

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| <b>226/19</b> | <b>Parish Council Website Development</b>   |
|               | <b>i) To receive an update on website development progress</b>  |
|               | Final changes have been to the reporting page. Training on the content management system will need to be undertaken by the Clerk and Cllrs Heum and Lyne before the website goes live.  |
|               | <b>Resolved: That the Clerk arrange a mutually convenient time for training.</b>  |
|               | <b>ii) Other issues</b>   |
|               | None.   |
| <b>227/19</b> | <b>To consider a request from the Village Hall Committee for funding of an unpaid grant of £1,000 agreed in 2017.</b>   |
|               | An invoice had been received from the Village Hall for £1,000 after a late invoice had been received from contractors who had completed electrical work in 2018. It was confirmed that the Parish Council had agreed to pay the Village Hall a grant a £1,000 in November 2017 (245/17) to part cover the cost of this work and that no previous payment had been made.   |
|               | <b>Resolved: That the payment of £1,000 be approved.</b>  |
| <b>228/19</b> | <b>To consider a proposal to find a European Twin Town for Boston Spa (Cllr Lyne)</b>   |
|               | Cllr Lyne had circulated details about the Twin Town scheme and explained the benefits that the scheme would provide for schools and local organisations. Cllr Lyne asked if the Parish Council would support such a scheme before approaching residents and organisations in the village. It was confirmed that the scheme would be managed by a new working group that would be separate from the PC and would not require public funding from the Parish Council precept.  |
|               | <b>Resolved: That a Twin Town Scheme would be supported by the Parish Council.</b>  |
| <b>229/19</b> | <b>To receive an update on preparations or any funding required for Remembrance Day (Cllr Heum)</b>   |
|               | Cllr Heum liaised with the Remembrance Day organiser, Steve Morrith who will present a file to the Parish Council on his plans for the day before the next meeting. An amount of £100 had been requested for the funding of a wreath and replacement service leaflets. It was agreed that St Mary's Church would be approached to see if they could assist with the printing of leaflets.   |
|               | <b>Resolved: That £100 be approved for a wreath and leaflets</b>  |
| <b>230/19</b> | <b>To receive an update on tree works (Cllr Gausson)</b>  |
|               | <b>i) To receive an update on tree works taking place on PC owned residential open space.</b>   |
|               | The request submitted to LCC for permission to remove a Sycamore at the corner of Clarendon Road has been approved. The tree surgeon confirmed that this would be felled later in the autumn.   |
|               | <b>ii) Other issues</b>   |
|               | <ul style="list-style-type: none"> <li>It was noted that the hedges at Westwood Way on the approach to Primrose Hill allotments and at Winnow Lane grow very quickly and are often the subject of resident complaints. Cllr Gausson confirmed that these are maintained by LCC and that Cllr Wilkinson had been asked whether the hedges could be trimmed more frequently.</li> <li>Permission had now been given to fell the tree in the Church Fields Hedge outside 91 High Street. It was agreed that the PC would ask LCC to undertake the work as the tree is on the public highway.</li> <li>It had been noted by a resident that the Hornbeam at the old vicarage has extended branches that are hanging over the High Street. Richard Lapish, Tree Officer at LCC had recommended it be trimmed. It was agreed that the PC would write to the Diocese of York to request that this work be undertaken.</li> </ul> |
| <b>231/19</b> | <b>To receive an update on streetscene matters and public toilets (Cllr Harris)</b>   |
|               | Nothing to report.  |
| <b>232/19</b> | <b>To receive an update from the Friends of Stables Lane Working Group (Cllr Alderson)</b>  |
|               | <b>i) To discuss any updates in relation to CCTV</b>  |
|               | It had been agreed that a temporary camera would be funded by LCC and the Ward Cllrs. A   |

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|               |             | quote has been received for £285 to run a cable from the Tennis Club to the lighting pole to power the camera. It has previously been agreed that the cost would be split 50/50 between the PC and Tennis Club.  |
|               |             | <b>Resolved: That funds of £142.50 be given by the Parish Council</b>  |
|               | <b>ii)</b>  | <b>To receive an update on the receipt of funding for bins</b>   |
|               |             | A quote has been received from LCC for a replacement bin at a cost £210.00. Cllr Alderson is to review the quote on his return.  |
|               | <b>iii)</b> | <b>To receive an update on potential activities for VE Day 2020</b>  |
|               |             | To be carried to the next PC meeting.  |
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| <b>233/19</b> |             | <b>To receive an update on riverside issues (Cllr Gausson)</b>   |
|               | <b>i)</b>   | <b>To review and consider a response to a letter received from the Environment Agency</b>  |
|               |             | A letter had been received from the Environment Agency advising the Parish Council that the tree on the weir is not considered to be causing a flood risk and will not be removed. A letter was submitted in response, highlighting the risk that the tree could cause should it be washed downstream and catch or become lodged under the bridge. The letter has also requested the EA's opinion on the growing island and its increased vegetation. A response is being awaited. |
|               | <b>ii)</b>  | <b>To approve a quote for the installation of a finger post at the road adjoining Spa Baths</b>  |
|               |             | Cllr Gausson and Cllr Harris are to review the footpaths in Boston Spa and look at whether additional fingerposts are required for other areas. It was agreed that Cllr Gausson and Harris would report back at the next meeting.  |
|               | <b>iii)</b> | <b>To receive an update on the progress of the Enviroscope Woodland Survey</b>   |
|               |             | The Woodland Survey is underway. There is no confirmed date for completion.  |
|               | <b>iv)</b>  | <b>Other issues</b>  |
|               |             | A safety inspection of the riverside footpath trees will need to be carried out. It was agreed that Mike Rhodes would be contracted to carry out an assessment and make recommendations for any tree works.  |
| <b>234/19</b> |             | <b>To receive an update from the People Friendly Village Centre working group (Cllr Lyne)</b>  |
|               | <b>i)</b>   | <b>To receive an update on the progress of the Boston Spa Village Centre plan</b>  |
|               |             | The plan is still being reviewed by LCC Highways.  |
|               | <b>ii)</b>  | <b>To receive an update on the S106 funds transferred to LCC for bus stop improvements</b>   |
|               |             | Toby Ware from Keystone Consultancy has now contacted Cllr Gausson to arrange a meeting regarding Bus Stop and shelter proposals. Cllr Lyne will also attend to represent the PFVCWG.  |
|               | <b>iii)</b> | <b>To receive an update on buildouts and the 20mph speed limit</b>   |
|               |             | Awaiting an update from LCC.   |
|               | <b>iv)</b>  | <b>To receive an update on potential activities for VE Day 2020</b>  |
|               |             | Plans are due to be discussed at the next meeting of the PFVCWG.   |
|               | <b>v)</b>   | <b>Other issues</b>  |
|               |             | Cllr Lyne is awaiting an update from Cllr Harrington in regards to the Dementia Friendly training workshops.   |
| <b>235/19</b> |             | <b>Church Fields</b>   |
|               | <b>i)</b>   | <b>To consider options to prevent unauthorised parking on the overflow car park and public open space</b>  |
|               |             | To be reported at the next meeting.  |
|               | <b>ii)</b>  | <b>To receive public feedback on tree sponsorship for public open space</b>  |
|               |             | It was agreed that we would use the Stables Lane trees as a model to send out to residents in the next e-newsletter to seek feedback on potential interest.  |
|               | <b>iii)</b> | <b>To receive an update of the maintenance of the hedge</b>  |
|               |             | A number of residents had submitted requests and concerns regarding the Church Fields/High Street hedge. Cllr Gausson and Cllr Blake agreed they would arrange a meeting to look at replacing some parts of the hedge and reduce invasive species. LCC has confirmed that any hedge that is to be replaced must be of a native species.  |
|               | <b>iv)</b>  | <b>Other issues</b>  |
|               |             | Nothing to report.   |
| <b>236/19</b> |             | <b>Deepdale Skate Park</b>   |

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|               | <b>i)</b>                        | <b>To receive an update on safety signage (Cllr Blake)</b>   |          |
|               |                                  | Cllr Blake has developed proposed wording to be reviewed and approved by Cllr Alderson.  |          |
|               | <b>ii)</b>                       | <b>Other issues</b>  |          |
|               |                                  | An order has been placed with the Playground Inspection Company and the annual inspections of Deepdale Skate Park and Stables Lane Play Area are scheduled to take place in October.   |          |
| <b>237/19</b> |                                  | <b>To receive reports from members who have attended other committees and meetings</b>   |          |
|               |                                  | Cllr Harris attended the Wetherby Town Council meeting in which an underwater videographer reported a concern regarding a waste water pipe that feeds into the Wharfe at the eastern side of Boston Spa. Cllr Lamb confirmed that he would like the findings to be shown to LCC.   |          |
| <b>238/19</b> |                                  | <b>Exchange of Information – to raise any emerging issues</b>  |          |
|               |                                  | <ul style="list-style-type: none"> <li>Following the reparation of the PC laser printer, the Village Hall staff had asked whether it could be kept at the Village Hall for their use. Cllr Blake advised that there is no power socket installed in the office, but that it would be easy to install one. The PC agreed that work should be undertaken to install a socket.</li> <li>Cllr Gausson asked whether access could be taken across Church Fields POS by machinery required for occasional maintenance to St Mary's Church Yard. This was agreed to be acceptable by the PC.</li> </ul>   |          |
| <b>239/19</b> |                                  | <b>Clerk's verbal report</b>   |          |
|               |                                  | <ul style="list-style-type: none"> <li>Invoices for the annual allotment rents have now been distributed to tenants. Plot 14 at Primrose Hill now has a new sharing tenant. The tenant at Primrose Hill plot 4 has served his notice and the allotment will be allocated to the next person on the waiting list. This leaves 3 people on the list.</li> <li>The Deepdale Community Association are looking for a new chairman as the existing chairman is resigning at the next AGM in July 2020.</li> <li>A provisional date of the evening of Tuesday 12<sup>th</sup> November has been agreed for a tour of the British Library by Parish Councillors and confirmation is being awaited.</li> </ul> |          |
| <b>240/19</b> |                                  | <b>To note correspondence received – items of interest (to follow)</b>   |          |
|               |                                  | Nothing to report.   |          |
| <b>241/19</b> |                                  | <b>To approve responses/action to items of correspondence</b>  |          |
|               |                                  | None   |          |
| <b>242/19</b> |                                  | <b>To receive late items of correspondence</b>   |          |
|               |                                  | None   |          |
| <b>243/19</b> |                                  | <b>To approve payments and receipts in accordance with the budget</b>  |          |
|               | D Marshall                       | Clerk's salary and expenses  | £650.50  |
|               | HMRC                             | PAYE Q2  | £38.40   |
|               | Wharfe Valley Garden Maintenance | Millennium Gardens & Car Park August   | £117.00  |
|               | K Blake                          | Expenses: Strimmer wire, replacement printer drum, wood for Stables Lane fence repairs   | £70.38   |
|               | Thorp Arch Village Society       | Marquee for Festival   | £50.00   |
|               | Boston Spa Village Hall          | Grant for lighting and electrical work   | £1000.00 |
|               | <b>Receipts</b>                  |  |          |
|               | Various                          | Allotment Rents  | £285.00  |
|               |                                  | <b>Resolved: All payments approved for payment</b>   |          |
| <b>244/19</b> |                                  | <b>To receive items for the next Parish Council meeting on Monday 21st October 2019</b>  |          |
|               |                                  | None. New items to be received by Friday 11 <sup>th</sup> October.   |          |
| <b>Next</b>   |                                  | <b>The next Parish Council meeting will be held on Monday 21st October 2019 at 7.00 pm at Boston</b>   |          |

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| <b>Meeting</b> | <b>Spa Village Hall.</b>   |
| <b>Closure</b> | <b>There being no further business the Chair declared the meeting closed at 21.03 hours.</b> |

Signed \_\_\_\_\_

Date 21st October 2019

Chairman

**ACTIONS**

|           |   |                               |
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|           | <b>17<sup>th</sup> June 2019</b>  |                               |
| 148/19    | To discuss potential activities for VE Day 2020 with FOSL and PFVCWG and report back in October             | Cllrs Alderson & Lyne         |
|           | <b>15<sup>th</sup> July 2019</b>  |                               |
| 181/19i   | Obtain a quote for hoops at Church Fields from the provider of hoops at Stables Lane                        | Cllrs Alderson & Gausson      |
| 181/19ii  | Seek public feedback/opinion on interest in sponsoring a tree at Church Fields                              | Cllrs Lyne and Heum           |
| 181/19iii | Review Church Fields Maintenance Contract   | Cllrs Blake, Gausson & Harris |
|           | <b>19<sup>th</sup> August 2019</b>  |                               |
| 205/19ii  | To put together a draft agreement/document for users of the Stables Lane Junior Football Pitch.             | Cllr Alderson                 |
| 209/19i   | To put together proposed wording the skate park safety signage  | Cllr Blake                    |
|           | <b>16<sup>th</sup> September 2019</b>   |                               |
| 224/19i   | To organise a meeting to discuss Planning Application 19/05151/FU – Land at Wharfeside                      | Cllr Blake                    |
| 228/19    | To seek feedback from residents and organisations regarding to a Twin Town scheme.                          | Cllr Lyne                     |
| 229/19    | Speak to St Mary's Church regarding leaflet printing for Remembrance Day                                    | Cllr Heum                     |
| 232/19ii  | To review quote and necessity for replacement bin at Stables Lane   | Cllr Alderson                 |
| 233/19ii  | Review footpath signage and report back on whether additional fingerposts are required.                     | Cllrs Gausson and Harris      |
| 234/19ii  | Organise a meeting with Keystone Building Consultancy regarding Bus Stop and shelter improvement proposals. | Cllr Gausson, Lyne and Harris |
| 235/19    | Arrange a meeting with residents to discuss Church Fields hedge.  | Cllrs Blake and Gausson       |