

BOSTON SPA PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on Monday 16th August 2021 at the Village Hall, Boston Spa at 7.00 pm

Present: K Blake (Chairman), M Heum (Vice chair), S King, E Molyneux, S Courts, G Bowen, M Harris

Apologies: Cllr K Alderson

In Attendance: D Marshall (Clerk to the Council), Penny Stables (Leader of Boston Spa Green Group).

Guests: Ward Councillor Linda Richards

Seven members of the public were in attendance. The Chairman welcomed Ward Councillor Richards and the members of the public and invited them to address the meeting. One member of the public came to speak about parking issues on Westwood Way with particular concern for parked car numbers at school drop off and pick up times and the additional vehicles that will result from the expansion of St Edward's School. 98% of Westwood Way residents have opposed the expansion because the expanded West Oaks School and the new Box Tree Court Development which have already created a higher volume of traffic and need for parking. The resident group is looking to obtain resident-only parking permits because their driveways are being blocked and sightlines are severely reduced. Penny Stables said that she was concerned about the expansion of a faith school as its admissions policy means more children travel in from outside the village. Cllr Richards said that the area faced a problem with school places as Bramham Primary School is already full and children are being allocated places in Wetherby as a result. This is causing more traffic on the roads at school times because of the distance children have to travel. Cllr Richards said that she was already working with both the Police and Leeds Traffic Engineers to assess the traffic flows around Westwood Way. An assessment will take place after the summer break and Cllr Richards will report back at the September PC meeting.

Michael McDonnell and architects from Illuminating Investments presented their new outline plans for the Church Street Development. Borlocco House will be a separate application for one residential property. Illuminating investments said they had taken on board all the comments from the previous application and were now looking to retain as much open space and as many trees as possible. The new development will be comprised of a retirement building for the over 55's managed by McCarthy and Stone, 7 self-build plots, 6 executive properties and 7 affordable homes which will be sold at 70% of market value. This will result in only 20 houses on the site. Materials will be used that complement those already used in the conservation area and there will be good pedestrian links across the site. Illuminating Investments has been talking to the Green Group about ways to increase biodiversity. Penny Stables asked if the boundary with the Stables Lane Park hedge could be retained by the Parish Council so that a wildlife corridor could be created between the properties and the park and homeowners did not become custodians of the hedge. Illuminating Investments said they were keen to engage with the public and that there will be a website where people can view the plans and provide comments. Cllr Blake said that the PC can only make comments through the Leeds City Council portal once a formal planning application has been submitted.

Cllr Richards said there had been issue with travellers in the local area, although this hadn't affected Boston Spa. The Ward Councillors are working with the traveller representatives at LCC and they are looking at creating permissible sites where travellers can stay without being intrusive to local residents. Cllr Blake asked about CCTV to the Stables Lane Park site as there had been further vandalism. Cllr Richards asked whether the PC would consider putting some temporary pop-up shelters at Stables Lane to prevent vandalism to the gazebo shelters as the focus should be on changing behaviours.

193/21	To accept apologies for absence and approve reasons for absence
	Apologies had been received from Cllr Alderson.
	Resolved: That the apologies were received and consented to.
194/21	To receive declarations of disclosable pecuniary and other interests
	None.
195/21	To confirm the Minutes of the meeting held on 19th July 2021 and review the action list
	043/21ii To contact Path improvement providers and bring back quotes/proposals for the improvement of the Riverside paths - ongoing
	160/21i Speak to Touch Telecom regarding Wi-Fi for Village Hall and High Street - ongoing

	177/21 Obtain quote from Hart Law for transfer of war memorial land and garden to PC ownership – completed 179/21iv- Chase for an update from LCC regarding the installation of a shelter- ongoing 183/21 Obtain a Wildflower Meadow report from Brooks Ecology- ongoing
	Resolved: That the minutes be accepted as a true record and the action list updated.
196/21	To review the monthly figures
	The figures had been previously circulated.
	Resolved: That the figures be accepted as a true record
197/21	Planning issues
	i) To review the planning applications and agree responses
	21/05571/LI Willow Green 263 High Street – No comments 21/05710/LI 86 High Street – No comments 21/05851/FU 60A High Street – No comments 21/05885/FU 31 Holly Road – No comment 21/06121/FU 216 High Street- No comment
	Resolved: The Clerk to submit responses on behalf of the Parish Council to Leeds CC where appropriate.
198/21	To receive any crime reports or updates from the PACT meeting
	Cllr Blake said there had been no PACT meeting in August. The police had contacted the PC as there had been issues with travellers at Clifford and at Wetherby Ings. The PC were asked whether there were any sites in Boston Spa that were thought to be a risk. Cllr Blake said he would liaise with the police.
199/21	Chairman's Business
	i) To approve the cost of £40 for the Chairman's attendance at the Annual YLCA Conference
	Cllr Blake had requested attendance at this year's annual conference which will be held by Zoom on 17 th -18 th September.
	Resolved: That the cost of £40 be approved
	ii) Other issues
	An application had been submitted to LCC for a Wellbeing grant of £1,000 to fund the festival. £500 had been given by the Ward Councillors. The Ward Councillors said there had less money available this year and applications need to be submitted 6 months in advance going forward.
200/21	To consider an agreement for the adoption of the Village Hall by Boston Spa Village Hall CIO
	The draft agreement had been circulated. Cllr Blake said that the ownership of the proposed village Wi-Fi will need to be added to the agreement and the annual grant from the Parish Council to the CIO would need to be considered. The Village Hall CIO have engaged Hart Law to undertake the conveyancing at £350 + vat, plus a fee to register the title of £135. It is expected that there will be a few additional charges, bringing the total cost to around £700 to be divided equally between the CIO and the PC. Cllr Blake asked that the Councillors send any further comments to the Clerk for discussion at the next PC meeting.
201/21	To consider costs for work to repair the Boston Spa War Memorial
	The Clerk confirmed that she had spoken to Lanstone who would provide a quote once they had visited the site. Cllr Richards recommended that the War Memorials Trust be approached to see if funding was available for the repairs.
202/21	To consider the adoption of the Boston Spa War Memorial by the Parish Council
	Hart Law had quoted at £250 plus a small cost for the production of a map for the transfer of the War Memorial to PC ownership.
	Approved : That the above cost be approved and the War Memorial be adopted by the Parish Council
203/21	To receive an update from Boston Spa Green Group
	i) To consider any amendments to the proposed Community Tree Planting Stepped Process
	Cllr King confirmed that the Green Group now has a community bank account and that the group has applied for CIO status. It was agreed that the PC would accept the current draft process but that the policy should be reviewed once the Green Group has CIO status. This would enable the PC to make donations to the Green Group so that it can look after the purchase and delivery of trees

		independently.
		Resolved: That the Community Tree Planting Stepped Process be accepted.
	ii)	Other issues
		<ul style="list-style-type: none"> The Green Group is engaged with the iWharfe project to improve the water quality in the river. They would be interested in receiving any pictures of people using the river for swimming, body boarding or using the riverside to see how frequently it is used. The Great Big Green Week will take place from 18-26 September. The Green Group is asking people to use this week to make positive changes. 140 bikes have been fixed by the group as part of the Big Bike Fix. The Group is looking for funding.
204/21		To receive an update on highways, parking and streetscene matters
	i)	To receive an update on the installation of a shelter
		Cllr Blake had been in touch with Highways and it was found that the PC do not have to pay the £450 fee, however WYCA had said a permit was required to dig into the pavement. Cllr Blake said progress had been slow but things are now progressing. The Clerk said she had been in touch with Oak by Design who have agreed to store the shelter until the end of October.
	ii)	To consider any highways and parking issues
		Cllr Blake said that information about speeding could be downloaded from the village SIDs using a computer. This would give the PC an idea of average speeds coming into the village. Cllr Molyneux said she would take a look. Cllr Bowen asked if some of the foliage could be cut back from around the SID on the east side of the village.
205/21		To receive an update on Allotments (Cllr Harris)
	i)	To receive an update on the maintenance of allotments following the distribution of tidy-up letters to tenants at Primrose Hill
		The tenancy of plot 10 had written to the Clerk and said he had put together a plan to improve the allotment. Plot 9 has now been re-let. The owner of Plot 2B has ended their tenancy and a new tenant has taken over. No response has been received from the tenants of plots 11 and 13. Cllr Harris said he would visit the plots to see if any improvements had been made.
	ii)	Other issues
		The tap cover had been damaged at the Stables Lane site. This has now been fixed by an allotment holder.
206/21		To receive an update on riverside issues
	i)	To receive an update from a meeting held with BAM Nuttall in relation to assistance with path improvements
		Cllr Harris met with Adam Neve of LCC Bridge Engineering and Jim Smyth of BAM Nuttall. Cllr Harris suggested that BAM could fund and repair a section of the riverbank which has partially collapsed halfway between the bridge and the weir. However, it was found that the Green Group had already met with BAM on the same issue. BAM had said they couldn't help because any works within 8 metres of the river have to be authorised by the EA which is very complex and time consuming. The PC could find no other projects that BAM could assist with at present.
	ii)	To consider any updates on the removal of the gravel island
		Cllr Harris had spoken to Adam Neve from LCC about the island. The Environment Agency (EA) are of the view that the island is a positive addition to wildlife in the area and does not worsen flooding. While it is clear that the island is causing the Thorp Arch side riverbank to erode, the EA view this as a normal part of the activity of a river. The EA have refused LCC permission to put in rock armour on the Thorp Arch side of the river to protect the bank. Any gravel taken out of the river as part of the current works will have to be put back in order both to support the bridge defences, and to comply with EA rules. BAM Nuttall have put some additional stones/rocks into the river to form a causeway just above the island. This will be removed at the end of the works. LCC's flood prevention team are examining the possibility of putting in flood defences at various points along the Wharfe including Boston Spa and Thorp Arch. This is at a very early stage and there is no certainty that anything will happen. It was agreed that Cllr Blake would write to the EA again to express the PC's concern about erosion caused by the gravel island.
	iii)	Other issues

	<ul style="list-style-type: none"> The dead tree at Holgate Meadow has now been felled Cllr Harris has started to remove some of the ivy from the heavily infested trees The Green Group had been contacted regarding the annual strimming from Wharfedale to Wharefdale Hall. It was agreed that the strimming should take place now and the contract be adjusted so that the strimming occurs in late August/September going forward. It was agreed that the odd area of longer grass be left for wildlife to shelter in, but that all Himalayan Balsam and all areas bordering the footpaths should be cut. Mike Gadd from the Green Group had asked what they could do along the riverside. It has been agreed that they will pull out some of the balsam and coppice some of the willow/hazel in certain sections upstream of the weir.
207/21	To receive an update on issues concerning Stables Lane and receive any updates from the Friends of Stables Lane Working Group
	i) To receive an update on the reinstallation of a temporary camera
	No update had been received.
	ii) To receive an update on the tender for the Junior Play Equipment
	The decision committee had met on 28 th July. Three tenders had been received at the value of £80,000 and scored according to the decision matrix. Sutcliffe Play were deemed to offer the best value and the best variety of play equipment overall. Toby Ware from Keystone Building Consultancy will now liaise with Sutcliffe Play to finalise the contract.
	Resolved: That the tender of £80,000 from Sutcliffe Play be accepted.
	iii) To consider an additional cost of £566.32 for the annual maintenance of trees by WGC landscapes
	Additional work had been required to remove cages and trim a number of trees.
	Resolved: That the additional cost of £566.32 be approved.
	iv) Other issues
	Cllr Blake reported that the playground sign had been ripped down and set on fire. A new sign will be required when the new play equipment is installed.
208/21	To receive an update on any matters relating to Church Fields
	Cllr Harris had liaised with the Green Group regarding the hedge to the north of the wildflower meadow stretching from The Moorlands to St Mary's Church. This is currently trimmed by Farm & Land each September. Mike Gadd from Boston Spa Green Group had asked whether the group could take over the management of the hedge completely so that different sections can be cut in different ways, leaving berries in some areas. The work would then need to be removed from Farm & Land's contract. The Green Group would also like to put tubes around some of the trees and mark some areas with posts to indicate trees/plants that were recently planted or will be transplanted so that the contractor can avoid strimming over them.
	Resolved: That the Green Group take over management of the hedge and this be removed from Farm & Land's contract and that the Green Group be permitted to tube and mark out tree locations.
	Other issues
	Cllr Blake said that Farm & Land were now being reminded each fortnight to cut the grass. They have undertaken some extra work to reduce thistle growth on the bund and have recommended weed suppression spray be applied at the beginning of the season.
	Resolved: That weed suppression spray be applied at the beginning of the season.
209/21	To receive an update on any matters relating to Deepdale Skate Park
	Cllr Blake said there were some loose rivets on the ramp and asked for a budget of £20 for a rivet gun and rivets to repair it.
	Resolved: That the £20 budget be approved for a rivet gun.
210/21	To receive any updates from the Neighbourhood Planning Liaison Group
	i) To consider any response to the National Model Design Code Survey submitted by LCC
	Information had been distributed to the group members and a response had been submitted to LCC by Cllr Bowen and Penny Stables.
	Village Centre Plan
	Jack Young at LCC Highways is drafting plans and has asked for clarification on a couple of matters. Feedback is now being gathered from the Neighbourhood Planning Liaison Group. Penny Stables has suggested buildouts and ramps to the paved area to serve as traffic calming measures. Cllr Heum said it was important to understand what different traffic calming measures are available and

	get some statistics on how effective each might be. Cllr Harris expressed concern with the draft plan to remove the light controlled crossing because of the impact it may have on wheelchair users, those with impaired vision and other groups. It was suggested that another meeting be held with Leeds Highways prior to the next PC meeting. Cllr Richards said that she would organise this.																																													
211/21	To receive reports from members who have attended other committees and meetings																																													
	Cllr Blake attended the Outer North East Town and Parish Council forum. There have been recent issues with waste collection but this should now be resolved. A fly tipping team has been set up to deal with dumped rubbish in Wetherby. More Smart bus stops (with digital updates) are being rolled out across the area.																																													
212/21	Exchange of Information – to raise any emerging issues																																													
	An email had been received from LCC Housing about the placement of a new noticeboard at Deepdale. It was noted that there is already a noticeboard that is no longer used and is in good condition. The Green Group had asked previously whether it could be used but a key owner could not be found. It was agreed that the Clerk would write to Leeds Housing to advise them that a new noticeboard was not necessary if a replacement key to the existing noticeboard could be made available.																																													
213/21	Clerk's verbal report																																													
	<ul style="list-style-type: none"> The External Audit has been completed by PKF Littlejohn with no matters of concern. 																																													
214/21	To note correspondence received – items of interest (to follow)																																													
	Nothing to report.																																													
215/21	To approve responses/action to items of correspondence																																													
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216/21	To receive late items of correspondence																																													
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217/21	To approve payments and receipts in accordance with the budget																																													
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218/21	To receive items for the next Parish Council meeting on Monday 20th September																																													
	Apologies were given in advance from Cllr Heum.																																													
Next Meeting	The next Parish Council meeting will be held on Monday 20th September 2021 at the Village Hall.																																													
Closure	There being no further business the Chair declared the meeting closed at 21:07 hours.																																													

ACTIONS

	15th February 2021	
043/21ii	To contact Path improvement providers and bring back quotes/proposals for the improvement of the Riverside paths.	Cllr Harris
	21st June 2021	
160/21i	Speak to Touch Telecom regarding Wi-Fi for Village Hall and High Street	Cllr Blake
	19th July 2021	
179/21iv	Chase for an update from WYCA regarding the installation of a shelter	Cllr Blake
183/21	Obtain a Wildflower Meadow report from Brooks Ecology	Cllr Blake
	16th August 2021	
204/2ii	Download speed information from village SIDs	Cllr Molyneux
205/21i	Inspect Primrose Hill allotment plots 11 & 13	Cllr Harris
206/21ii	Write to EA regarding gravel island	Cllr Blake
209/21	Repairs rivets on Deepdale Skate Park ramp	Cllr Blake

OUTSTANDING ACTIONS FROM LEEDS CITY COUNCIL

19/08/20	Receive expected date for adoption of Church Fields by Leeds City Council	
	To receive an update on the approval of resident-only parking on Bridge Close and Church Mews.	
21/05/21	To investigate the reinstatement of the temporary camera at Stables Lane	
21/07/21	To chase for replacement of 4 bins	
16/08/21	To organise a meeting with LCC Highways regarding the Village Centre Plan	

Signed _____ Date _____