

BOSTON SPA PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on Monday 20th September 2021 at the Village Hall, Boston Spa at 7.00 pm

Present: K Blake (Chairman), S King, E Molyneux, S Courts, G Bowen, K Alderson

Apologies: Cllrs M Heum & M Harris

In Attendance: D Marshall (Clerk to the Council)

Guests: Ward Councillors Linda Richards and Norma Harrington.

One member of the public was in attendance. The Chairman welcomed Ward Councillor Richards and the member of the public and invited them to address the meeting. A PTA member from St Mary's Primary School asked whether it would be possible to use Stables Lane Park to hold a Christmas Fair. A provisional date had been set for Friday 10th December. Cllr Alderson said that the new junior playground equipment installation had been scheduled for 29th November and it may not be appropriate to have people in the area if work is still taking place and machinery is being stored on the site. More information on the schedule of work will be available closer to the time. The Parish Council agreed in principle that it would be fine to use the park subject to the area being safe. The PTA member agreed to submit more information on stall arrangements, contingency for bad weather, lighting, event licencing and insurance for the Parish Council to review before the next PC meeting on 18th October.

Cllr Richards said she had met with Leeds Highways Engineer, Nick Borrás following the Village Centre Plan meeting on 27th August. She recommended that the residents-only parking at Bridge Close, Westwood Way and Church Mews be included in the same Traffic Regulation Order (TRO) which would ensure they were implemented quicker. Cllr Harrington said TROs can often take a long time and that even the simplest and most straightforward TRO will take a minimum of 6 months to be completed. Cllr Richards said that a meeting will be held on 21st September with the Westwood Way resident's group, the police, Leeds Highways and the Ward Councillors to assess the traffic flow in the area during the school finishing time.

Cllr Harrington said she had attended the River Wharfe Flood Consultation meeting together with Cllr Keith Blake on the afternoon of the 20th September. The meeting had been well attended by the public and a digital consultation will launch on 21st October where residents can comment. The issue of the gravel island has been raised and the Harewood and Wetherby Councillors will be meeting with representatives from LCC over the coming weeks. Cllr Harrington said it had been disappointing that no members of the public had attended the recent monthly PACT meetings and that it was hoped there would be a greater attendance once the meeting returns to the Wetherby Methodist Church next month. Several issues had been raised at the September meeting which had not been reported to the police. Cllr Harrington said it was important that all issues were reported even if the public believed the police would not attend. Reporting crimes ensure the police remain active in the area and their resource is not transferred to other areas of Leeds where more crimes are being reported.

219/21	To accept apologies for absence and approve reasons for absence
	Apologies had been received from Cllrs Heum and Harris.
	Resolved: That the apologies were received and consented to.
220/21	To receive declarations of disclosable pecuniary and other interests
	None.
221/21	To confirm the Minutes of the meeting held on 16th August 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 - completed
	179/21iv Chase for an update from WYCA regarding the installation of a shelter - ongoing
	183/21 Obtain a Wildflower Meadow report from Brooks Ecology - ongoing
	204/2ii Download speed information from village SIDs – completed.

	205/21i Inspect Primrose Hill allotment plots 11 & 13 – completed 206/21ii Write to EA regarding gravel island - completed 209/21 Repairs rivets on Deepdale Skate Park ramp - completed.
	Resolved: That the minutes be accepted as a true record and the action list updated.
222/21	To review the monthly figures
	The figures had been previously circulated.
	Resolved: That the figures be accepted as a true record
223/21	Planning issues
	i) To review the planning applications and agree responses
	21/06116/FU 5 Moor Side – No comment 21/06207/FU Borlocco House – The PC agreed on a neutral comment to support the restoration of this historical building with the retention of as many trees as possible. 21/06333/FU 61 Grove Crescent – The PC agreed on a neutral comment to support LCC’s comments regarding parking spaces. 21/06460/FU 43 Hampole Way – No comment 21/05708/LI 74 High Street – No comment 21/06524/FU 25 Oxclose Road – No comment 21/06835/FU 86 High Street – No comment
	Resolved: The Clerk to submit responses on behalf of the Parish Council to Leeds CC where appropriate.
	ii) Other issues
	There had been further complaints about Crown Hotel customers parking on Church Mews. Cllr Blake said he had spoken to Leeds Transport Development Services who had confirmed that they were still awaiting the S278 monies from the developers. The amount due has hasn’t yet been determined by LCC and they are awaiting contact from the owners of the Crown so that the matter can be discussed. Cllr Blake said that he would continue to follow up on the matter.
224/21	To receive any crime reports or updates from the PACT meeting
	Cllr Blake attended the online PACT meeting on 7 th September. 51 incidents had been reported across Wetherby in August which included 9 thefts from shops and 8 criminal damage. There were no significant crimes or new trends in local crime. Cllr Blake said he had visited Stables Lane Park in the evening when Youth Officers had been present and that they had been speaking to groups of teenagers. The Police will be holding a presentation on ASBO’s at the next PACT meeting on 5 th October.
225/21	To consider plans and funding for the Christmas Lights in the village
	A quote had been received for £1785 for 4 sets of lights on the trees at Millennium Gardens from Leeds Lights. The cost for 45 shop mounted Christmas trees in 2020 was £436.93 + VAT and it was considered that £550 would be a reasonable budget for the 2021 trees. The Parish Council considered whether the cost of trees should again be covered by the Parish Council and it was agreed there was the budget to cover this if a grant for the Millennium Gardens lights could be covered by LCC.
	Resolved: That the cost of £1785 be approved for 4 sets of lights and that the Clerk should submit a grant application to LCC and that the budget of £550 be approved for the purchase of Christmas trees.
226/21	To consider plans for Remembrance Sunday
	Cllr Heum advised via email that she had met with Steve Morrith and the Reverend Nick Morgan to discuss the arrangements for this year’s Remembrance Sunday on 14 th November. Sue Baker sent her apologies. A list of actions and responsibilities had been circulated. Cllr Blake asked if Cllr Alderson would organise the flag. As Cllr Heum will be away this year, Cllr Blake asked that the councillors keep themselves available on the day for handing out of programmes.
227/21	To consider costs for work to repair the Boston Spa War Memorial
	The Clerk confirmed she had met with a representative from Lanstone to inspect the memorial and a quote is now being awaited. The Clerk said she had submitted a grant pre-application to the Memorials Trust for monies to cover the repairs and is awaiting a response.

228/21	To receive an update from Boston Spa Green Group (Cllr King)	
	Cllr King said that the group would hold its next meeting in October and that the service checks for the tree planting at West Lane had been completed. Planting is expected to take place in November. A number of grass verges had been considered for reduced trimming by LCC and St John's View verges will likely be approved. The Clerk had received an email of concern from Penny Stables regarding shrub clearance at the old St Vincent's school site to prepare it for development. The Clerk said she would visit the site. Cllr Blake said that shrub clearance was acceptable as long as the trees had not been removed.	
229/21	To receive an update on highways, parking and streetscene matters	
	i)	To receive an update on the installation of a shelter (Cllr Molyneux)
		Cllr Blake said he had spoken to Kenny Harkiss, the senior traffic manager at LCC and had submitted the previous LCC emails stating planning permission was not required and the PC had had WYCA approval. Further guidance is now being awaited.
	ii)	To consider any highways and parking issues
		Cllr Molyneux downloaded the information from the SIDS at both entrances. Only August data was available. The West entrance SID reported 51,000 vehicles in the month with an average speed 29 miles per hour. The max speed was 93mph which is believed to be a high-speed police chase. 85% of people drive at a speed of 33mph. At the eastern SID the average speed was 36mph with 40% of cars are exceeding the speed limit. The maximum speed was found to be 73mph. The PC concluded that speeding was not a huge concern but that Cllr Molyneux should continue to monitor the speeds over the next few months.
230/21	To receive an update on Allotments (Cllr Harris)	
	i)	To consider splitting vacant Primrose Hill plots into two
		The Clerk reported that the waiting list was still very long at 20 households and more joining each month. Several allotments at Primrose Hill had become neglected over the year and some tenants had struggled to maintain the plots because of their size. Smaller plots would be easier to manage. Splitting plots, once vacant, would give more residents the opportunity to hold an allotment. It was agreed that Cllr Blake and Harris would mark out boundaries with paving flags so that tenants would have an equal share.
		Resolved: That plots at Primrose Hill should be divided into two once they become untenanted.
231/21	To receive an update on riverside issues (Cllrs Harris & Blake)	
	i)	To consider any updates on the removal of the gravel island
		Cllr Blake said he had spoken to representatives from the Environment agency at the Wharfe Flood Prevention meeting and they have agreed to undertake hydraulic modelling.
	ii)	Other issues
		A dead tree on the riverside path near St Mary's Church had required emergency removal because of the risk of collapse. On felling, the tree had caught the wooden edge of the footpath and had damaged a short section of it. Cllr Harris has asked for a quote for repair.
232/21	To receive an update on issues concerning Stables Lane and receive any updates from the Friends of Stables Lane Working Group (Cllr Alderson)	
	i)	To consider a cost for the installation of a floodlight
		It was considered that a floodlight would cost in the region of £500. Cllr Blake said he would contact Peter Collier to see what would be involved with installation. Issues such as planning permission, effect on wildlife, neighbouring residents and light pollution would all need to be considered. Cllr Blake said he would bring back further information at the next meeting.
	ii)	To consider the removal or trimming of silver birch trees overhanging tennis court 1
		Cllr Alderson reported that Sefton Baxter had originally planted the trees. It was agreed that Clerk would contact him and ask for the branches to be cut back so that leaves did not fall on to the tennis court.
	iii)	To consider the cost of £205 for the Annual playground and skate park inspections
		The incumbent provider (The Play Inspection Company) provided a quote of £205 for the independent inspection of both the Stables Lane play and gym equipment and Deepdale Skate Park.
		Resolved: That the cost of £205 be approved.
	iv)	Other issues
		<ul style="list-style-type: none"> • Sutcliffe Play have confirmed that the new junior play equipment will be delivered on 29th

		<p>November with installation following shortly after.</p> <ul style="list-style-type: none"> • The Clerk is obtaining quotes for conveyancing to register the park with the Land Registry after copy deeds had been received from the West Yorkshire Archives. • A donation of £1382.17 had been received in festival proceeds. This will be put into Stables Lane Park improvements reserve. It was agreed that a letter of thanks should be sent to the festival organisers. • Cllr Blake said there were now a number of odd jobs required at the park, such as the resetting of the vandalised posts for the 'No Dogs' signs. A quote would be brought forward for consideration at the next meeting.
233/21	To receive an update on any matters relating to Church Fields (Cllr Blake)	
		<ul style="list-style-type: none"> • Farm and Land is now cutting the grass on a fortnightly basis and the Parish Council will continue to monitor this • Following discussion with the Green Group regarding the hedge, it was agreed that: <ul style="list-style-type: none"> - Farm and Land will cut the riverside hedge at the end of this month and will leave Eco Islands of areas. - The footpath from the church to Jackdaw Crag will be done in November and only new growth into the footpath will be cut back. - The hedge bordering Church Fields will be done in November in areas where it is required and there will be the removal of some of the blackthorn if present. - Cllr Blake met with Brooks Ecology who have cut the wildflower meadow this week. About 75% has been removed leaving some Eco Islands. A lot of the cut grass has been left to break down and self-seed for next year. At present the small amount of ragwort is acceptable and will be left and monitored. - The ecology report is due to be received before the end of the year.
234/21	To receive an update on any matters relating to Deepdale Skate Park (Cllr Blake)	
		Cllr Blake said he had made some repairs but had uncovered some issues which required professional attention. It was agreed that a quote would be sought from the original installer.
235/21	To receive any updates from the Neighbourhood Planning Liaison Group (Cllr Bowen)	
	i)	To receive an update on the Village Centre Plan
		<p>A meeting had been held on 27th August with Leeds Highways, the Ward Councillors and members of the Parish Council and Neighbourhood Planning Group, Green Group and Boston Spa in Bloom to discuss village centre developments. The focus of the meeting was on the draft plan with the current pedestrian crossing and whether it would be safe or viable for it to be replaced with two courtesy crossings. All agreed that the area around the crossing was chaotic in terms of street furniture, rails and signs and that many people crossing the road did not use the crossing. Nick Borrás, the Leeds Highways Engineer stated that the guard rails could be removed, but from a safety perspective that it would be better to leave the light-controlled crossing. The relocation of the crossing was discussed, but it was noted that this would take out too many parking spaces. It was considered that courtesy crossings needed to be regarded in the context of other traffic calming/slowing measures such as the new and contrasting road surface and speed ramps. Whilst there was no consensus around the issue of the crossing, it was recommended that the model with two courtesy crossings should be taken out for consultation with members of the public. This consultation would be prepared and led by LCC following a safety audit. Leeds City Council said that they would take responsibility for the safety aspects of having two courtesy crossings. It was agreed that the fallback position would be the lighted crossing, as current, but updated with removal of barriers and with new lights. LCC will start the process with a village-wide letter drop and a dedicated website for comments and feedback. The consultation process will last for 4 weeks. Cllr Courts said it was important that disabled people were well represented when it came to the safety consultation. Cllr Blake said this is the reason why all residents will be notified by letter and have a chance to comment on the proposals.</p>
		Resolved: That the current village centre plan be approved with the proposal for two courtesy crossings take forward for public consultation which would include a letter to every household.
236/21	To receive reports from members who have attended other committees and meetings	
		Nothing to report.

237/12	To receive an update on Parish Councillor vacancies		
	The Clerk reported that one resident who has shown an interest in becoming a Councillor had withdrawn his application due to family commitments. There are two vacancies on the Parish Council.		
238/21	Exchange of Information – to raise any emerging issues		
	Nothing to report.		
239/21	Clerk's verbal report		
	<ul style="list-style-type: none"> Nick Fawcett from Wharfe Valley Garden Services has now taken over the maintenance of Millennium Gardens and noticed that four of the wood posts to stop parking on the grass at the rear of the library had disappeared. These have now been found at the library and Nick will replace them when the ground is softer. There has been an increase in complaints about heavy goods vehicles coming through the village and using the bridge to Thorp Arch. It was agreed that the PC would write to Highways asking for clarification on the weight limit and requesting a sign at the entrance to Bridge Road. 		
240/21	To note correspondence received – items of interest (to follow)		
	None.		
241/21	To approve responses/action to items of correspondence		
242/21	To receive late items of correspondence		
	None.		
243/21	To approve payments and receipts in accordance with the budget		
	D Marshall	Salary & Expenses	£932.81
	HMRC	PAYE Q2	£128.84
	Wharfe Valley Garden Maintenance	Millennium Gardens Maintenance August	£332.50
	Toby Ware	Postage expense – Stables Lane contracts	£3.68
	Jacob Daniells	Dead tree removal - Riverside	£200.00
	Receipts		
	Jeff Newton	Festival proceeds donation	£1382.17
	Various	Allotment rents	£435.00
244/21	To receive items for the next Parish Council meeting on Monday 18th October		
	Apologies were given in advance from Cllr Bowen.		
Next Meeting	The next Parish Council meeting will be held on Monday 18th October 2021 at the Village Hall.		
Closure	There being no further business the Chair declared the meeting closed at 21:04 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
	19th July 2021	
183/21	Obtain a Wildflower Meadow report from Brooks Ecology	Cllr Blake
	20th September 2021	
229/21	Chase for an update from LCC regarding the installation of a shelter	Cllr Blake
230/20	Mark out plot 11 at Primrose Hill into two and lay paving slabs	Cllrs Blake and Harris
231/21ii	Obtain a quote to repair damaged riverside footpath	Cllr Harris
232/21i	Speak to electrician regarding floodlight at Stables Lane	Cllr Blake
232/21iv	Obtain quote for resetting of No Dogs signs and other repair works	Cllr Blake
234/21	Obtain quote for skate ramp repairs	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.	
21/07/21	To chase for replacement of 4 bins	