

BOSTON SPA PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on Monday 17th January 2022 at the Village Hall, Boston Spa at 7.00 pm

Present: Cllrs K Blake, S Courts, E Molyneux, G Bowen, S King

Apologies: Cllr K Alderson, M Heum

In Attendance: D Marshall (Clerk to Boston Spa Parish Council), Keith Jackson, Boston Spa Neighbourhood Planning Action Group.

Guests: Ward Councillors Linda Richards and Norma Harrington

No members of the public were in attendance. The Chairman welcomed Ward Councillors Linda Richards and Norma Harrington and Keith Jackson from the Neighbourhood Planning Action Group (NPAG) and invited them to address the meeting. Cllr Harrington reported that Leeds Highways had now received all the feedback from the Village Centre Plan Consultation. Jack Young (LCC Highways) had submitted a written report prior to the meeting. 130 responses had been received with 95 responses stating their support for the scheme and 35 responses objecting. 10 people offered their support for the removal of the signal-controlled crossing and the introduction of the courtesy crossings. However, 56 people objected to this proposal and amongst the 56 objections were a Rehabilitation Officer (Visual Impairment), visually impaired residents of Boston Spa and a spokesperson from a nearby primary school. 17 people offered their support for the removal of the on-street parking outside Yeadon's, however 26 people objected to the removal of these bays and there were requests for the introduction of limited waiting in the High Street Car Park and longer periods in the Stables Lane and Church Fields car parks. LCC Highways are now looking to progress to construction stage with amendments which will include retention of the signal-controlled crossing, the need to ensure some form of loading provision is provided within the associated Traffic Regulation Order and reduced waiting time in the High Street Car Park. Highways is now looking to finalise the preliminary design and will share these details with the Ward Councillors and Parish Council before moving through to the detailed design stage. Cllr Bowen asked whether any funding was at risk given that timescales had slipped. Cllr Harrington said that money had been identified from a number of different budgets by Highways and that funds would be reserved for the project. Cllr Richards said that it was likely that all the village in-progress TPOs such as those for Church Mews and Bridge Close would be bundled together as part of this project to reduce costs and improve efficiency. Keith Jackson asked whether there was any more information about changes or improvements to the public toilets. Cllr Richards said she had still not been able to find any more information about this from the various departments within LCC. Keith Jackson reported that he had been liaising with NPAG regarding the Land East of Church Street planning application 21/08894/FU and that the group would submit its comments to the LCC Planning Portal following its meeting on 18th January.

001/22	To accept apologies for absence and approve reasons for absence
	Apologies had been received from Cllrs K Alderson and M Heum.
	Resolved: That the apologies were received and consented to.
002/22	To receive declarations of disclosable pecuniary and other interests
	None.
003/22	To confirm the Minutes of the meeting held on 20th December 2021 and review the action list
	183/21 Obtain a Wildflower Meadow report from Brooks Ecology- ongoing 229/21 Chase for an update from LCC regarding the installation of a shelter- ongoing 234/21 Obtain quote for skate ramp repairs- ongoing 282/21ii Ask Green Group about a leave your car at home day- ongoing 287/21ii Obtain a quote for the fixing of the broken wooden fence at Church Fields- ongoing. 309/21ii To set a date for a virtual planning meeting to discuss a planning application for the land to the east of Church Street – completed

	317/21vi- To obtain quotes for the installation of a gate at Stables Lane- ongoing
	Resolved: That the minutes be accepted as a true record and the action list updated.
004/22	To review the monthly figures and quarterly summary
	The Clerk had submitted a written report. The PC are on target for a £1,700 underspend in 2021/22 if the full £15,000 allocated to Stables Lane Park improvements is used.
	Resolved: That the figures be accepted as a true record
005/22	To consider arrangements for the annual review of the system of internal audit and the appointment of the Internal Auditor for 2021/2022
	Two quotes had been received from internal auditors on the YLCA list together with a quote from Richard Dorsey who has audited the PC for the last 3 years. Richard Dorsey was considered to have delivered a high standard of service in previous years and as a Boston Spa resident is within easy travel distance for the delivery of documents.
	Resolved: That the quote of £250 from Richard Dorsey be accepted and he be appointed as the Parish Council's Internal Auditor for 2021/22.
006/22	Planning issues
	i) To review the planning applications and agree responses
	21/09897/FU Woodmere 4 Lynton Avenue – No comment
	21/10031/FU Moss House, Church Street- No comment
	21/10115/FU Lane Lodge, 122 High Street- No comment
	21/10114/FU Oldworks House, Wharfeside- No comment
	21/08409/FU 8 Church Fields Close- No comment
	21/10225/FU 292 High Street- No comment
	21/10275/FU 39 Oxclose Road- No comment
	21/10246/FU Boston Hall, 218-222 High Street- No comment
	ii) 21/08894/FU Land East Of Church Street
	The PC acknowledged that the developer has gone some way since its initial application (ref 19/00664/FU) in satisfying many of the Parish Council's concerns, namely in that the site has included provision for older person's housing/independent living and a small amount of affordable housing. The PC considers the 20 dwellings proposed for HG2-22 to be far more acceptable than the 36 in the Site Allocation Plan. However, the Parish Council is concerned that the seven self-build plots and the six family homes do not provide an adequate mix of housing. The Parish Council maintains its concerns about pedestrian safety on Church Street and would like the developer to look at ways of improving traffic flow and visibility. The PC considers it important that new housing on this site should be as sympathetically and sustainably built as possible and would like to see all dwellings with solar panels and heat/air pumps and also exceed the minimum values for insulation at the time of construction. A design brief should be developed for the self-build plots to ensure they also adhere to this sustainability policy. The PC agreed to put forward a neutral response but requested that a liaison group be set up which would include the PC, the LCC Planning Officer, Ward Councillors, Illuminating Investments and Southgate and Sarabia so that the above can be explored. Cllr Harrington said she would speak to Cllr Lamb to arrange a meeting.
	Resolved: That a neutral response be submitted to the above planning application and a liaison group be set up to discuss the above issues.
007/22	To receive an update on the repair of the Boston Spa War Memorial
	The Clerk confirmed that she had chased both LDC Heritage Restoration and the War Memorial Restoration Company for quotes. Both had apologised for the delay and had agreed to submit quotes before the next PC meeting.
008/22	To receive an update on highways, parking and streetscene matters
	i) To receive an update on the installation of a shelter (Cllr Blake)
	Cllr Blake reported that he had spoken to Kenny Harkiss, the Senior Network Management Engineer at LCC but that he was still struggling to get internal approval for the installation of the

		shelter.
009/22	To agree contributions from the Sports Clubs for 2021/2022 (attached)	
	The contributions from the Bowling Club and Tennis Club have been calculated as £453 and £232 respectively.	
	Resolved: That the contributions from Sports Club as set out above be agreed and that the Clerk should write to the Clubs requesting their contribution.	
010/22	To consider the distribution of a donation received from the Richard Dawson Trust	
	A cheque had been received for £88.20. It was agreed that as in previous years, the money should be given to WiSE to help support the elderly in the local community.	
	Resolved: That the £88.20 be donated to WiSE	
011/22	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 installation of junior play equipment
		A written report had been received. The new Junior Play Equipment has now been installed, safety checked and is available for use. Thanks were given to Toby Ware from Keystone Building Consultancy for his project management. A small opening ceremony will be held in February followed by a more formal event in the spring. The Clerk confirmed she would submit the final paperwork and photographs to FCC to claim the grant.
		Other issues
		<ul style="list-style-type: none"> • A 2.6 m gate has now been ordered. There is a 7 week lead time and quotes are being sought for an installer • Cllr Alderson has requested that the local PCSO maintains regular evening patrols at the park • The Bowling Club has enquired about having some additional signage to the green which they have agreed to pay for. Cllr Alderson said he would have more information on what was proposed at the next PC meeting.
012/22	To receive an update on any matters relating to Deepdale Skate Park (Cllr Blake)	
	i)	To receive an update on skate ramp repairs.
		Cllr Blake reported that this is still ongoing.
013/22	To receive any updates from the Neighbourhood Planning Liaison Group (Cllr Bowen)	
	i)	To receive an update on the Village Centre Plan
		Cllr Bowen was pleased to report that LCC Highways were happy to proceed with the scheme subject to some changes as reported by Cllr Harrington at the start of the meeting. The PC accepts the result of the Village Plan consultation and will be asking LCC highways to move to the next step.
014/21	Chairman's Business	
	Cllr Blake thanked the Parish Councillors and Cllr Heum for chairing the meeting during his two-month absence. It was agreed that a letter of thanks be sent to Cllr Matt Harris for his valuable contribution to the PC during his 2 years as Parish Councillor.	
015/22	Exchange of Information – to raise any emerging issues	
		<ul style="list-style-type: none"> • Cllr Molyneux reported that a resident had complained that the public toilets were frequently closed and that there is no indication of their opening times. The Clerk said she would contact LCC hygiene services to ask why the toilets had been closed to request a sign listing opening times. • Cllr Molyneux said that some of the lightbulbs in the uplighters at Millennium Gardens had still not been replaced. The Clerk advised she had reported this to the Ward Councillors on 1st November and asked if LCC could replace them. Cllr Harrington requested the lights be

	reported through the LCC portal for street lighting.		
	<ul style="list-style-type: none"> • Cllr King said that the Green Group had planted the remaining trees at Deepdale and that the Green Group would be launching a Youth Group and an Energy Group. 		
016/22	To note correspondence received – items of interest (to follow)		
	Nothing to report		
017/22	To approve responses/action to items of correspondence		
	None		
018/22	To receive late items of correspondence		
	None		
019/22	To approve payments and receipts in accordance with the budget		
	D Marshall	Salary & Expenses	£936.01
	Azure Tree Services	Dead Tree Removal – River View	£900.00
	Farm & Land	Churchfields Maintenance	£613.20
	Farm & Land	Riverside Maintenance	£420.00
	CLA Fabrications Ltd	Stables Lane Gate	£936.00
	Wharfe Valley Garden Maintenance	Millennium Gardens and High Street Car Park December	£85.50
	Zurich	Insurance increase – play equipment	£274.38
	K Blake	Expenses – Village Plan Consultation	£36.13
	Receipts		
	The Richard Dawson Trust	Donation	£88.20
	FCC Recycling Ltd	Part refund of third-party contribution	£52.27
331/21	To receive items for the next Parish Council meeting on Monday 21st February 2022		
	None received.		
Next Meeting	The next Parish Council meeting will be held on Monday 21st February 2022.		
Closure	There being no further business the Chairman declared the meeting closed at 20:14 hours		

ACTIONS

	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
234/21	Obtain quote for skate ramp repairs	Cllr Blake
	15th November 2021	
282/21ii	Ask Green Group about a leave your car at home day	Cllr King
287/21ii	Obtain a quote for the fixing of the broken wooden fence at Church Fields.	Cllr Blake
	20th December 2021	
317/21vi	To obtain quotes for the installation of a gate at Stables Lane	Cllr Alderson
	17th January 2022	
015/22	To report broken uplighters at Millennium Gardens to LCC	Cllr Molyneux

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.	
17/11/21	To investigate proposed improvements of the Millennium Gardens public toilets.	
20/01/22	Investigate disappearance of rubbish bins at St Mary's Church at entrance to Stables Lane Park	