

BOSTON SPA PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on Monday 21st February 2022 at the Village Hall, Boston Spa at 7.00 pm

Present: Cllrs K Blake, M Heum, S Courts, G Bowen, S King, K Alderson

Not Present: Cllr E Molyneux

Apologies: None

In Attendance: D Marshall (Clerk to Boston Spa Parish Council), The Reverend Nick Morgan, Donald Milne (Pastor).

Guests: Ward Councillor Alan Lamb

Two members of the public were in attendance. The Chairman welcomed Cllr Alan Lamb and the members of the public and invited them to address the meeting. The Reverend Nick Morgan and Pastor Donald Milne from the Methodist Church attended to ask whether the PC knew of any planned events for the Queen's Platinum Jubilee. Cllrs Molyneux and the Clerk had attended a meeting with LCC and were aware of activities in other villages. Cllr Alderson said that the Crown Hotel may hold an event and possible street party if the residents of Church Street would approve a street closure. Cllr Blake said that the PC were not planning to organise anything additional as the Boston Spa Gala would follow the week after and the Boston Spa Festival a month following. It was believed that attendance numbers at another event would likely be very low especially as people will also go away for the additional bank holiday. The Clergy said that they would be happy to hold a civil service if there was demand from the community. The Reverend Nick Morgan asked whether Millennium Gardens could be used by the Church on Good Friday for an Easter event. The Clerk advised that the PC only has an agreement to lend out the Millennium Gardens on a Saturday and that LCC should be consulted about other dates.

Two residents attended to raise a concern about speeding on Clarendon Road. It is believed that the 20mph sign at the entrance is often missed by drivers. A recent speed check had been carried out and Cllr Lamb confirmed that the average speed was 24.9 mph. This is a lower average speed than when the last speed check was carried out 10 years ago. However, Leeds Highways agreed it was enough of a breach to warrant a SID. Cllr Lamb said that it was not normal practice to install one on a residential street. Cllr Lamb said that LCC had a mobile SID and that he would ask to borrow it for Clarendon Road. Cllr Lamb also said that the Ward Councillors have invested in additional police speed checks in the area. Cllr Blake said that the PC had a speed gun that was currently being used by the Green Group and that this could be lent to the residents subject to it being used in accordance with the guidelines.

Cllr Lamb gave a brief update on the Village Centre Plan and said that funding was not at risk of being lost because of the delay but that it should be born in mind that material costs are rising. There are a number of small issues that need to be resolved, such as WYCA's objection to the moving of the bus stop. There have also been concerns raised by the Head of Leeds Highways regarding the ongoing maintenance costs for the materials proposed. Cllr Lamb said these issues were not unsurmountable. Cllr Lamb confirmed that the TROs for Bridge Road and Westwood Way had been combined with the TROs for the Village Centre. Cllr Blake asked about the TRO for the Crown Hotel street parking and whether this could be expedited as it had now become stuck in a loop of LCC not having the money from the developer and the developer not having been advised of how much they should pay LCC Highways. Cllr Lamb said that he would try to assist.

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| 021/22 | To accept apologies for absence and approve reasons for absence |
| | None. |
| | Resolved: That the apologies were received and consented to. |
| 022/22 | To receive declarations of disclosable pecuniary and other interests |
| | Cllr Alderson said he had moved home to 301B High Street. Cllr Blake declared an interest in the Clarendon Road speeding issue being resident on the street. |
| | Resolved: That Cllr Alderson's register of interests be updated |
| 023/22 | To confirm the Minutes of the meeting held on 17th January 2022 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 |

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| | 282/21ii Ask Green Group about a leave your car at home day – cancelled 287/21ii Obtain a quote for the fixing of the broken wooden fence at Church Fields. – completed. 317/21vi To obtain quotes for the installation of a gate at Stables Lane - completed 015/22 To report broken uplighters at Millennium Gardens to LCC – completed. |
| | Resolved: That the minutes be accepted as a true record and the action list updated. |
| 024/22 | To review the monthly figures |
| | The figures had been previously circulated. |
| | Resolved: That the figures be accepted as a true record |
| 025/22 | Planning issues |
| | i) To review the planning applications and agree responses |
| | 22/00475/FU 21 Grove Crescent – no comment |
| | ii) To consider the appeal for 19/05151/FU Land at Wharfeside |
| | An appeal had been submitted by the developers for the demolition of existing buildings and the construction of new garage with ancillary accommodation above at 301 High Street and the erection of 5 new dwellings. It was agreed that the PC would write again to reinforce its objection to the proposal. |
| | Resolved: The Clerk to submit responses on behalf of the Parish Council to Leeds CC where appropriate. |
| | iii) To consider the approval of groundworks on Parish Council land to support wall foundations at Dovecote House |
| | The owner of Dovecote House had submitted a detailed plan for works to enlarge the existing buttress and build an additional buttress further along the wall where it meets the gabions. The new buttress will be finished in stone to match the existing. |
| | Resolved: That the proposal for additional wall support be approved. |
| 026/22 | To receive any crime reports or updates from the PACT meeting |
| | Cllr Blake attended the PACT meeting. It was reported that crime figures are generally still low. In-person meetings will return to the Wetherby Methodist Church next month. |
| 027/22 | To consider quotes for the repair of Boston Spa War Memorial |
| | The Clerk had received two quotes, one from Lanstone at £3097.50 and one from LDC restoration at £2,700. The War Memorials Trust confirmed that two quotes were acceptable to apply for the grant. The PC considered that Lanstone would be better placed to carry out the work as they had undertaken an in-person survey and were based locally in York. |
| | Resolved: That the quote of £3097.50 be accepted. |
| 028/22 | Community Events |
| | i) To consider arrangements for the Queen’s Platinum Jubilee |
| | Following discussions regarding other events in the village and the timing of the Jubilee, the PC agreed that it would support any events which the public wanted to hold but that the PC would not organise any events or activities. |
| | ii) To consider the funding application for the Annual Boston Spa Festival |
| | Cllr Blake and the Clerk met with Jeff Newton, Festival organiser on 3 rd February. As in previous years, the festival had asked for funding for the scarecrow trail maps, leaflets, posters and banners totalling £1700 plus the additional funding of £500 for live music and 3 gazebos at a cost of £250 each bringing the total to £2950. It was agreed that the PC would apply to the LCC for a Wellbeing Grant to cover this cost. |
| | Resolved: The PC apply to LCC for a grant of £2950 |
| 029/22 | To receive an update on riverside issues |
| | i) To consider a quote of £180 for the clean down and repaint of information boards at the Weir and Deepdale. |
| | The information boards at the weir and Deepdale have become very weathered. |
| | Resolved: That the quote of £180 be accepted |
| | ii) To receive an update on the Riverside Path |
| | TCV confirmed they have completed work to the riverside path and accommodated the late request for 4 passing places. Leeds Access Development had asked about access to the path. |

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| | | Holgate Lane and Hawthorne Cottage had been looked at as options. It was agreed that Holgate Lane is too steep for wheelchair users and that the Hawthorne Cottage path would be more appropriate. The path should be reinstated after completion of the development making it more wheelchair friendly. |
| 030/22 | To receive an update on any matters relating to Church Fields | |
| | i) | To consider consent for Yorkshire Water to discharge surface water from Church Fields into the detention basin located in POS. |
| | | Cllr Blake had met with JLES who are managing the handover of Church Fields. Permission had been sought under the S104 agreement for Yorkshire Water to discharge surface water into the SuDS Bowl. The issues of the sewage leak from a manhole cover near the SuDS Bowl was raised. JLES checked the sewerage maps and found the sewer was not on the original Taylor Wimpey Plans and was likely installed later by a resident as part of an extension to a property on Riverside Walk. JLES said they would ensure that the two additional drain covers were secured as part of the work to prevent any further sewage leaks. |
| | | Resolved: That JLES be permitted to progress the S104 discharge into the SuDS bowl. |
| | ii) | To consider a contribution towards the planting of a tree in recognition of the work of Terry Gausson |
| | | The Village Hall committee had offered to plant a tree in recognition of Cllr Terry Gausson. A quote had been sought from Farm & Land for a Prunus Padus (Bird Cherry) to be planted at Church Fields which would be brought to the next meeting. |
| 031/22 | 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 reported that a structural assessment is required. No update had been received from Cllr Molyneux prior to the meeting. |
| | ii) | To consider quotes for the retrieval and storage of the shelter |
| | | St Mary's Church had written to the Parish Council to request the removal of the shelter by the end of February. The Clerk had contacted several storage and removal companies. Paul Barker quoted £240 to transport it and store it locally in Wetherby for £20 per week. |
| | | Resolved: That the quote of £240 for removal and £20 per week for storage be accepted. |
| | iii) | To consider a proposal for a Boston Spa shops doorbell scheme for disabled residents |
| | | Clair Maxted Wiggins had submitted a written proposal for a doorbell scheme. This will assist those with disabilities who cannot access the shops. The PC were asked to promote the campaign via social media e-newsletters and on the PC website. The PC agreed to support the scheme and that funds could be made available for the printing of leaflets and window stickers. |
| | | Resolved: That the Doorbell Campaign be supported. |
| | iv) | To receive an update on car park signage at Church Fields Car Park |
| | | A resident had written to complain about having received a parking ticket after parking outside of marked bay when bays are not clearly indicated. Residents had also asked to have the signage to the carpark improved as few people realise it is there. Cllr Blake confirmed that the Disabled spaces will be marked out in paint by Leeds City Council. It had been confirmed that all parking tickets had now been cancelled. |
| | v) | To consider the issue of speeding on Clarendon Road |
| | | A group of residents had written to complain about speeding on Clarendon Road and had requested a SID device. Cllr Lamb confirmed that he would ask for the mobile SID and if it was found that vehicles regularly exceeded the limit that a letter or leaflet drop might be considered. Cllr Lamb said that more 20mph signage would be requested for the road. |
| | vi) | To consider the repositioning of the SID at the west entrance to the village |
| | | Penny Stables had asked whether the SID at Leys Lane could be moved closer to the village entrance which would then encourage drivers to reduce their speed earlier. |
| | | Resolved: That the PC support the request to move the SID closer to the entrance to the village. |
| 032/22 | 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 permission and location for a sensory garden |
| | | Rachel-Adam Smith from the Boston Spa Disability Campaign Group had asked that the PC consider a sensory garden at the far end of Stables Lane Park which would benefit those with |

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| | | learning disabilities and dementia who need a quieter space. It was agreed that Cllr Alderson would liaise with the Friends of Stables Lane Group to discuss feasibility. |
| | ii) | To consider quotes for the installation of the gate |
| | | Two quotes had been received, one from David Spenceley at £450- £550 and one from Danny O'Rourke at £590. |
| | | Resolved: That the quote from David Spenceley be accepted. |
| | iii) | To receive an update on the opening of the Junior Play Equipment |
| | | Cllr Alderson confirmed that he and Cllr Blake had attended a ribbon cutting on Saturday 19 th February with a local child. A story has been sent to the Wetherby News and will be published this week. |
| | iv) | To consider charges for annual fitness and sports class licences |
| | | The costs from 2021-22 had been circulated. Cllr Courts said it was pleasing to see so many groups using the park. Cllr Alderson said that given the current financial and Covid situation that it would not be appropriate to increase costs for outdoor exercise hire. |
| | | Resolved: That the 2021-22 hire costs be held for the 2022-23 financial year. |
| | v) | Other issues |
| | | <ul style="list-style-type: none"> • A resident had complained that dogs being walked off a lead is becoming more frequent. It was considered that replacement signs should be reinstalled at the entrance and a quote for firmer concrete and deeper foundations be requested after the signs were pulled up by vandals last time. Cllr Alderson said he would ask the Sign Shed for a quote for a clearer sign which could be mounted on the Tennis Club Pavilion. • The Car Park surface is now becoming more potholed and gathering deep puddles. It was agreed that Danny O'Rourke should be asked to come and inspect the surface and make recommendations on how it can be repaired. • Cllr Alderson said that the honours board had now been repaired with replacement Perspex. |
| 033/22 | | To receive an update on any matters relating to Deepdale Skate Park (Cllr Blake) |
| | i) | To receive an update on skate ramp repairs |
| | | A quote has been requested for replacement of rivets. Cllr Blake said he would chase the supplier. |
| 034/22 | | To receive any update on the Village Centre Plan |
| | i) | To consider a response to a resident regarding the public consultation |
| | | A Boston Spa resident had written to the PC and Leeds Highways to object to the Village Centre plan and request the PC's view. A letter had been sent to the resident by the PC in January detailing the PC's support. The resident also received a response from Leeds Highways on 10 th February to answer questions the resident had raised. The resident sent a further email expressing the view that the public consultation had not been effective given that only 130 people had replied. A response letter had been drafted and circulated to reiterate that the Village Centre Development Plan was an integral part of the Boston Spa Neighbourhood Development Plan accepted by a majority of the Boston Spa residents and that all residents had received a letter to which they had the opportunity to respond. |
| | | Resolved: That the final correspondence to the resident be approved and the matter closed |
| | ii) | To receive any updates from the Neighbourhood Planning Liaison Group |
| | | Cllr Bowen said she had met with the group on 18 th January. Some members felt that the Village Centre plan was missing much detail, such as information about colours, textures and contours/heights. There were also some concerns about reference to time limited parking and that a TRO would be applied for before new parking arrangements had been discussed. |
| 035/21 | | To receive reports from members who have attended other committees and meetings |
| | | <ul style="list-style-type: none"> • Cllr Blake and the Clerk met with Ward Cllrs Harrington and Lamb and Rachel Adam-Smith to discuss disabled access in the village. Topics discussed included wheelchair access to the riverside path, accessible playground equipment, access to the shops/cafes and restaurants, disabled parking spaces in car parks and the poor state of pavements. • Cllr Bowen has been attending the Leeds Festival meeting. It has previously been agreed that Boston Spa was not usually affected by any traffic disruption. • Cllr Heum said she had not been able to attend the Village Hall CIO meetings as they were now being held on the same night as the PC meeting. |

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| 036/22 | To consider the cost of a new Parish Council colour printer at £300 | | |
| | The Clerk reported that PC printer which is now 10 years old has a number of faults and has become impossible to use. Money had been requested for a colour printer so that posters could be produced for the Village Hall and Stables Lane noticeboards. | | |
| | Resolved: That a budget of £300 for a new printer be accepted. | | |
| 037/21 | Chairman's Business | | |
| | <ul style="list-style-type: none"> • Cllr Blake gave thanks to Cllr Alderson for his work to acquire the Stables Lane junior play equipment • Cllr Blake thanked Cllr King for continuing her role as a Parish Councillor even though she had had to give up her role on the Green Group due to an increase in personal responsibilities. | | |
| 038/22 | Exchange of Information – to raise any emerging issues | | |
| | <ul style="list-style-type: none"> • The Clerk reported that Bramham Benefice had requested a contribution towards the reparation of St Mary's clock as it no longer chimes on the quarter hour. The Clerk had sought advice from YLCA and had been advised that the PC could not donate money to the church. • A resident had reported that the public toilets had been closed. The Clerk had contacted LCC and they had said this was because of the recent bad weather and that they would ensure the toilets remain open in future. | | |
| 039/22 | To note correspondence received – items of interest (to follow) | | |
| | None. | | |
| 040/22 | To approve responses/action to items of correspondence | | |
| | None. | | |
| 041/22 | To receive late items of correspondence | | |
| | None. | | |
| 042/22 | To approve payments and receipts in accordance with the budget | | |
| | D Marshall | Salary & Expenses | £930.01 |
| | John Priestley | Removal and disposal of Christmas trees | £86.00 |
| | Business Stream | Stables Lane Water | £20.00 |
| | Streetscape | Outdoor fitness equipment repairs | £984.00 |
| | WiSE | Donation – The Richard Dawson Trust | £88.20 |
| | The Job Man | Stables Lane board and Church Fields post repairs | £230.00 |
| | Water Plus | Westwood Way Allotments Water | £4.19 |
| | Leeds City Council | Rent – land at West End | £25.00 |
| | Receipts | | |
| | FCC Communities Fund | Junior Play Equipment Grant | £79,504.84 |
| | Boston Spa Bowling Club | Stables Lane Annual Contribution | £453.00 |
| 043/22 | To receive items for the next Parish Council meeting on Monday 21st March 2022 | | |
| | The Clerk confirmed that items for the Annual Parish Meeting would be discussed at the March meeting. | | |
| Next Meeting | The next Parish Council meeting will be held on Monday 21st March 2022. | | |
| Closure | There being no further business the Chairman declared the meeting closed at 20:57 hours | | |

ACTIONS

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| | 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 |
| | 21st February 2021 | |
| 032/22i | Liaise with FOSL regarding the position and feasibility of a sensory garden | Cllr Alderson |
| 032/22v | Obtain a quote for the replacement of the dogs of on a lead signs at Stables Lane | Cllr Alderson |
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OUTSTANDING ACTIONS FROM LEEDS CITY COUNCIL

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| 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 | |
| 21/02/22 | To request the use of the mobile SID for Clarendon Road | |
| 21/02/22 | To request more 20mph signs for Clarendon Road | |
| 21/02/22 | To request that disabled spaces be marked out at the Church Fields Car Park | |
| 21/02/22 | To request better signage to the Church Fields car park | |