

BOSTON SPA PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on Monday 16 January 2023 at the Village Hall, Boston Spa at 7.00 pm

Present: Cllrs K Blake (Chairman), M Heum (Vice chair), S King, G Bowen, P Stables, S Courts

Apologies: Cllr K Alderson

In Attendance: D Marshall (Clerk to the Council)

Guests: None.

Six members of the public were in attendance. The Chairman welcomed the members of the public and invited them to address the meeting. Two members of the public came to discuss the new block paving in the village centre which they believe has not been laid correctly. Photos had been distributed. A resident at the meeting said she had tripped on one of the protruding block pavers. Cllr Blake informed them the Clerk had been in touch with the Leeds Highways project manager and that he had been sent the photos. He will be on site this week.

One resident came to report that she had witnessed a drug deal take place at Deepdale car park whilst using the bottle bank. She had obtained the vehicle registration number and it has been reported to the police. An update had been requested but there was no police presence at the meeting. Cllr Blake recommended the resident attend the monthly Wetherby PACT meeting on the first Tuesday of the month. Residents reported that drugs had been exchanged in different locations around the village including the High Street car park, Stables Lane and behind the library and this issue isn't just limited to Deepdale.

Two residents came to discuss the Traffic Regulation Order for Westwood Way which has just been through resident consultation. They reported that residents on Westwood Way were, in the main, supportive of the double yellow lines but that some residents will be impacted more than others. One resident said that it is vital that the new restrictions are policed frequently to ensure compliance as it is believed that many parents will just ignore the double yellow lines. Another resident said that there was a lot of illegal and disrespectful parking in the village centre, particularly around Londis when parents are dropping their children off at the nursery. Concerns were raised about the pedestrian crossing outside Clarendon Road/Deepdale as it is believed that few vehicles actually stop for pedestrians and that some actually speed up at this point. Cllr Stables said she still had the speed gun and would take some readings during peak hours.

283/22	To accept apologies for absence and approve reasons for absence
	Apologies had been received from Cllr Alderson
	Resolved: That the apology was received and consented to
284/22	To receive declarations of disclosable pecuniary and other interests
	None.
285/22	To confirm the Minutes of the meeting held on Monday 19th December 2022 and review the action list
	206/22iii - Liaise with Groundwork regarding Stables Lane Car Park/PWP Design plan – ongoing
	223/22iv - Organise date for first NPAC Meeting – completed
	231/22i Obtain quote for defibrillator pole - Ongoing
	266/22 Include annual newsletter advertising packages in e-newsletter – completed
	271/22 Produce a revised Eco Charter to include transport provision – ongoing
	Resolved: That the minutes be accepted as a true record and the action list updated
286/22	Financial matters
	i) To review the monthly figures and bank reconciliation
	The figures had been previously circulated.
	Resolved: That the figures be accepted as a true record
	ii) To consider the distribution of a £155.13 donation received from the Richard Dawson Trust
	A cheque had been received for £155.13. Cllr Courts suggested that as in previous years, the

		money be donated to WiSE. Cllr Stables asked why the selected beneficiary had always been WiSE. Cllr Courts said there was strict criteria as to who the money could be given to and that WiSE were the only local organisation to fulfil the criteria. Cllr Stables asked if the criteria could be distributed. Cllr Courts said he would locate it and send it to the Councillors.
	ii)	Resolved: That the £155.13 be donated to WiSE
		To consider a request from the Village Hall CIO for a £7,500 grant towards the funding of new windows and insulation for the Jubilee Room.
		The Village Hall are in the process of applying to Biffa for a grant of £75,000 for which a third-party contribution of 10% is required. The Village Hall CIO has also applied to the Platinum Jubilee Fund for £21,500. These grants do not fund preliminary costs or any contingency and the CIO have actively been fundraising. They currently have reserves of £15,000 to contribute towards the project.
		Resolved: That the grant of £7,500 be approved and the funds be taken from the PC's general reserve.
287/22		To consider a revised date for the Annual Parish Meeting in 2023
		The Clerk stated that the election on 5th May would mean that the Parish Meeting on 4 th May would have to be rescheduled. There will also be the King's Coronation on Saturday 6th May and bank holiday Monday on 8th May. Wednesday 17th May was proposed as the new date.
		Resolved: That the Annual Parish meeting be held on Wednesday 17th May.
288/22		Neighbourhood Planning Advisory Committee (NPAG)
	i)	To elect additional non-council members to the Committee
		There were no additional members to be elected this month.
	ii)	To confirm a date for the next meeting
		Cllr Bowen confirmed that the next meeting would be on Thursday 26 th January at 6.30pm at the Village Hall.
289/22		Planning issues
	i)	To review planning applications and agree responses 22/08238/FU 6 Riverside Walk – No comment 22/04324/FU 175 High Street – No comment
	ii)	To consider a response to the new pre-application for the land at the former St Vincent's School.
		Cllr Blake had circulated the pre-application from Illuminating Investments and his report prior to the meeting. Recommendations had been made on the preferred layout of the site and on the proposed wildlife corridor.
		Resolved: That the report be accepted and submitted to the developer and the LCC Planner.
290/22		To receive any crime reports or updates from the PACT meeting
		No report had been received for the month of December.
291/22		Green Issues
	i)	To consider an Eco Charter for Boston Spa
		This is to be deferred until the next meeting. Cllr Stables said she would recirculate the revised report.
292/22		To receive an update on riverside issues
		• Cllr Blake said he would meet Mike Gadd to pull together a specification for the riverside maintenance.
293/22		To receive an update on any matters relating to Church Fields and Public Open Spaces
	i)	To consider the tree inspection report and agree any actions
		The Clerk reported that the inspection had taken place, but the report had not yet been received. The report will be reviewed at the February meeting.
	ii)	Other issues

		Cllr Blake reported that the damaged manhole cover on Church Fields had not been replaced and he had asked JLES to return to the site to replace it.
294/22		To receive an update on highways, parking and streetscene matters
	i)	To consider any highways and parking issues Standing orders were suspended for the following item to allow members of the public to speak.
		Cllr Ryan Bray from Clifford Parish Council attended the meeting to discuss the proposed widening of the footpath, pedestrian crossing and loss of parking spaces at Boston Spa Academy because of the new Performing Arts building. There are concerns that the loss of parking spaces will encourage drivers to park along the length of Clifford Moor Road. Cllr Heum said she believed that there are plans to demolish the caretaker's accommodation to provide a car park opposite the school. It was reported that Clifford Parish Council has concerns about the proposed position of the new crossing and the dangers it might pose because of its proximity to the crossroads. Further information is being awaited from the Ward Councillors. Cllr Blake suggested it would be wise to meet with the Gorse Academies Trust to discuss the plans.
	ii)	To receive an update on the installation of a shelter
		Cllr Blake confirmed that the COLAS had undertaken the CAT scan and the utilities report is being awaited. Danny O'rourke has been asked to order the metal supports and will inspect the flat packed shelter over the coming weeks.
	iii)	Other issues
		Cllr Stables said she had been following up on the damaged car park area at Orchard House and that the Housing Association are now consulting with Leeds City Council.
295/22		To receive an update on issues concerning Stables Lane and receive any updates from the Friends of Stables Lane Working Group
	i)	To consider a quote for the purchase and installation of a defibrillator post Cllr Blake said he was still awaiting a quote.
	ii)	To consider annual hire charges for 2023-24 fitness and sports class licences The Clerk submitted the costs from 2023-24. There has been no price increase since 2020. It was proposed that the cost be increased in line with inflation at 10%. Resolved: That fitness and sports class hire licences be increased by 10%.
	iii)	To consider quotes for waste collection and recycling in 2023-24 The Clerk had circulated a revised report for a general waste collection which is then sorted into recycling on arrival at the disposal plant. Details had been given by the four proposed suppliers: Forge, Biffa, Suez and Veolia on how much of their waste is sorted and recycled. All of the suppliers incinerate any non-recyclable waste to generate electricity. It was recommended that the report be passed to FOSL for their consideration and input. Resolved: That the report be considered by FOSL.
	iv)	To consider any actions required for the improvement of visibility at the park entrance The Clerk had obtained the land registry plans which show that the tree and hedge at the edge of the car park are on Parish Council land. It was proposed that the tree and part of the hedge be removed to increase visibility. Cllr Blake recommended that the photos be sent to Richard Lapish at LCC to obtain his views prior to quotes being obtained for their removal. Resolved: That the LCC Tree Officers be consulted on tree and hedge removal.
	v)	To consider an application from Martin House to hold an autumn Glow Walk Following the success of the 2022 fundraising Glow Walk, Martin House had requested the use of the park on the evening of Saturday 14th October 2023 to repeat the event. Resolved: That Martin House be granted use of the park on 14th October at no cost. Cllr King to make FOSL aware.
296/22		To receive any updates on the Village Centre Plan
		Cllr Blake reported that a number of businesses had raised complaints in the run up to Christmas because of the works to the pavement and the barriers which had had a negative impact on shop footfall. Cllr Blake has visited several shops before and after Christmas to discuss these concerns. Complaints had been raised about the quality of the work and the uneven block paving. Leeds Highways believe the pavements have become raised because of vehicles illegally driving and parking on the blocks which have not had time to set. This is being investigated. Cllr Blake reported that Leeds Highways may be able to

	provide some replacement planters outside CostCutter as the existing ones will need to be removed. Councillors had asked whether the planters could be placed right at the edge of the blocked paving to prevent delivery drivers from parking on the pavement within the crossing zone as there will no longer be a pedestrian guard rail. Cllr Bowen said she would be organising a meeting with Boston Spa in Bloom to discuss replacement planters.		
297/22	To receive reports from members who have attended other committees and meetings		
	No meetings had been attended. Cllr Heum reported that the Christmas trees had been taken down and collected. It was agreed that Leeds Lights be asked to come and visit the village with a view to making proposals on lamppost lights for 2023.		
298/22	Chairman's update		
	Nothing to report.		
299/22	Exchange of Information – to raise any emerging issues		
	The Clerk advised that the final Tax Base would not be confirmed until 19 th January. The deadline for submission of the precept is 10 th February. It was requested that the PC hold an extraordinary meeting on Monday 30 th January to finalise the 2023-24 precept.		
	Resolved: That an extraordinary meeting be held on Monday 30th January to confirm the precept.		
300/22	To note correspondence received and approve any responses/ action to items of correspondence		
	<ul style="list-style-type: none"> The hedge at the end of Grove Road which is causing a visual obstruction has been reported to Highways. Cllr Stables had received a report from a disabled resident that the footpath from Hampole Way to Oxclose Road does not have a dropped kerb. It was agreed that this would be reported to JLES. 		
301/22	To approve payments and receipts in accordance with the budget		
	D Marshall	Salary and Expenses	£1,011.90
	Farm & Land	Tree planting – Church Fields	£216.00
	The Play Inspection Company	Annual Inspections	£330.00
	Information Commissioners Office	Data protection renewal fee	£35.00
	John Priestley	Removal and disposal of Christmas trees	£112.50
	Keith Blake	Batteries and tape	£12.68
	Leeds City Council	Christmas Lights	£1,814.40
	Receipts		
	Allotment Tenant	Allotment Rent	£30.00
	Resolved: All payments approved for payment		
302/22	To receive items for the next Parish Council meeting on Monday 20th February 2023		
	None received.		
Next Meeting	The next Parish Council meeting will be held on Monday 20th February 2023.		
Closure	There being no further business the Chairman declared the meeting closed at 20:56 hours		

Chairman Signature _____ Date _____

ACTIONS

	27th September 2022	
206/22iii	Liaise with Groundwork regarding Stables Lane Car Park/PWP Design plan	Cllr Alderson
	18th October 2022	
231/22i	Obtain quote for defibrillator pole	Cllr Blake
	19th December 2022	
271/22	Produce a revised Eco Charter to include transport provision	Cllr Stables
	16th January 2023	
292/22	Meet with Mike Gadd to discuss riverside maintenance	Cllr Blake
294/22	Arrange meeting with Ward Councillors, Clifford PC and Gorse Academies Trust to discuss parking and pedestrian crossing at Boston Spa Academy.	Cllr Blake
295/22iii	Circulate waste collection report at Stables Lane to FOSL	Cllr King
295/22v	Advise FOSL of Martin House Glow Walk	Cllr King
297/22	Arrange meeting with Leeds Lights to consider 2023 Christmas lighting	Cllr Heum
299/22	Attend precept meeting on Monday 30 th January	All

OUTSTANDING ACTIONS FROM LEEDS CITY COUNCIL

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	