

BOSTON SPA PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on Monday 17 April 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: Ward Councillor Linda Richards.

There were no members of the public in attendance. The Chairman welcomed Cllr Linda Richards and invited her to address the meeting. Cllr Richards reported that the proposed TROs on Bridge Close and Westwood Way are still in progress but have been delayed slightly because of the Easter holidays. There has been a proposal for a humped crossing outside St Edward's School but this is still in the early stages of discussion. Cllr Richards said she had requested that the plastic recycling bin be moved to the Stables Lane Park. Cllr Richards was asked to request a bin for the top of the entrance to Jackdaw Crag as there has been no bin for four years following vandalism and dog fouling is now becoming an issue. Cllr Stables reported that the bin on the corner of Primrose Lane and Westwood Way had been missing for some years and only the concrete plinth remains. Cllr Richards said she would request replacement bins for both sites.

352/22	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
353/22	To receive declarations of disclosable pecuniary and other interests
	None.
354/22	To confirm the Minutes of the meeting held on Monday 20th March 2023 and review the action list
	206/22iii - Liaise with Groundwork regarding Stables Lane Car Park/PWP Design plan – ongoing 271/22 Produce a simplified Eco Charter to include transport provision – completed 297/22 Arrange meeting with Leeds Lights to consider 2023 Christmas lighting- ongoing 335/22iii Liaise with Adrian Balcombe regarding recycling for the festival- ongoing 340/iv Arrange meeting with discuss vendor pitches at festival – completed 343/22 Arrange meeting with disability officer/groups to discuss village centre accessibility- completed
	Resolved: That the minutes be accepted as a true record and the action list updated
355/22	Financial matters
i)	To review the end of year figures and bank reconciliation
	The report had been circulated prior to the meeting.
	Resolved: That the figures be accepted as a true record.
ii)	To consider a transfer of £50,000 to the PC's Lloyd's banking account
	Resolved: That a transfer of £50,000 be made to the PC's new current account.
iii)	To approve the annual subscription of £863 to the Yorkshire Local Councils Association
	There had been an increase of £15 on last year's subscription cost.
	Resolved: That the subscription to the YLCA be renewed for a further year at cost of £863.
iv)	To consider quotes for the PC's 3-year insurance renewal.
	The Clerk requested this item be deferred to the May meeting pending a revised quote from BHIB.
	Resolved: That this item be considered at the May meeting.
v)	To consider an annual donation of £3,500 to Boston Spa Village Hall
	A request had been received from the Village Hall CIO for £3,500 to cover the costs of room hire,

		archive storage and the PC's postal address.
		Resolved: That the annual donation of £3,500 be approved.
	vi)	To consider an annual donation of £500 to Boston Spa Green Group
		Cllr Stables circulated a report prior to the meeting. A donation of £500 would be used to pay for riverside information signs, tree planting, nature art and for petrol for the strimmer.
		Resolved: That the donation of £500 be approved.
	vii)	To consider an annual donation of £500 to Boston Spa in Bloom
		Richard Harrison had requested a donation of £500 for annual planting.
		Resolved: That the donation of £500 be approved.
	viii)	Other issues
		The Clerk reported that the Annual Accounts and AGAR had been completed and had been submitted to the internal auditor.
356/22		Planning issues
	i)	To review planning applications and agree responses 23/01672/FU/LI Crown Hotel 128 High Street – This is a retrospective application for outdoor improvements. It was proposed the PC support this due to the community benefit generated from the complete renovation of a dilapidated building which had been left untouched for 10 years. 23/01846/FU 3 Heath Drive – No comment 23/02028/FU 6 Bridge Close – No comment 23/02218/FU 3 School Court – No comment 23/02275/FU 2 The Orchard – No comment
		Resolved: The Clerk to submit responses on behalf of the Parish Council to Leeds CC where appropriate.
	ii)	To receive an update on the planning application for the land at the former St Vincent's School.
		A revised application is still in progress and has not yet been submitted to LCC.
357/22		To receive any crime reports or updates from the PACT meeting
		The crime report had been circulated prior to the meeting. There had been 71 reported crimes across the whole of the Wetherby Ward in March. Cllr Blake attended the April PACT meeting and said the issue of speeding on Clifford Moor Road had been discussed. A security fence will be installed between Borlocco House and the land affronting Lonsdale Meadows to prevent trespassers.
358/22		Community Events
	i)	To receive an update on any planned events for the King's Coronation
		SALT Brewery will host live music on Monday 8 th May between 3pm and 7pm at Millennium Gardens. The High Street entrance to the car park will be closed. SALT has asked LCC for permission to place a food vendor on the motorbike parking spaces and is awaiting a response.
	ii)	To receive an update on Party in the Park and consider any funding requests
		Cllr King reported that a festival meeting will be held for w/c 24 th April. Cllrs King, Alderson, the Clerk and members of FOSL will meet on Thursday 27 th April to discuss the Party in the Park.
359/22		Christmas Lighting
	i)	To receive an update on the arrangements for Christmas 2023 lighting
		No update was available. Cllr Heum requested this be deferred to the next meeting.
360/22		Green Issues
	i)	To consider a revised Eco Charter for Boston Spa
		Cllr Stables circulated an Eco Charter prior to the meeting. Cllr Bowen proposed a number of amends, which included greater emphasis on public transport and a statement regarding the PC's best endeavours to support the guidelines in the charter when is reasonable to do so. It was agreed that Cllr Stables would revise the charter and recirculate it before the next meeting.
361/22		To receive an update on highways, parking and streetscene matters
	i)	To receive an update on the installation of a bus shelter
		Cllr Blake reported the metal supports have now been set into the concrete. The area now requires

		tarmacking before the shelter can be erected. The Clerk said she would contact the contractor for an update.
362/22		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 installation of a vandal proof bin
		A quote has been received from the Job Man for £290.00 inclusive of materials.
		Resolved: That the quote of £290 be approved.
	ii)	Other issues
		Cllr Blake reported that the tree and part of the hedge at the entrance has now been removed. The position of a pedestrian entrance had been discussed. Cllr Blake said he would produce a proposal for the Friends of Stables Lane (FOSL) to consider.
363/22		To consider any issues regarding Church Fields or public open spaces
		<ul style="list-style-type: none"> • Taylor Wimpey is in the process of giving Yorkshire Water the consent to discharge into the SUDS bowl. Ware & Kay will represent the Parish Council on this matter and legal costs will be paid by Taylor Wimpey. A Terms of Business has been received and signed. • Brooks Ecology have advised the PC that they have sold their mowing machinery and will no longer be able to cut the wildflower meadow path. It was recommended that the maintenance of the meadow be handed over to the current contractor and that the Green Group assist in the maintenance of the meadow. It was agreed the Clerk would arrange a meeting for all parties to discuss.
364/22		To consider any riverside issues
		<ul style="list-style-type: none"> • A resident had written to complain that dog mess was becoming an increasing problem. Cllr Stables said she had also received correspondence from a resident at West Avenue regarding increased dog fouling on the Green either side of West Lane. The PC discussed a 'Pick up after your dog' campaign. It was agreed that Cllr Heum would include a notice in the next e-newsletter to remind people to clear up after their dogs. Cllr King said she had seen some anti dog fouling signs provided by LCC near Wickham Avenue and asked whether the PC could be provided with some. Cllr Richards said she would ask what signs were available. • The Clerk reported that the padlocks on the bollards at Jackdaw Crag and Holgate Lane are no longer functional. It was agreed that quotes would be obtained for repair of the bollard lock flaps and/or new combination padlocks.
365/22		To receive any updates on the Village Centre Plan
		<ul style="list-style-type: none"> • Cllr Bowen held meeting with members of NPAG and other interested parties and Jack Young of LCC Highways to discuss issues regarding the Village Centre Plan. Defects and pavement levels were discussed, and these will be resolved by the end of the project. • The project is now nearing completion at the road surface will be laid on the nights of 2nd to 4th May. The road will closed at night and a diversion put in place. Signs have been erected around the village and on approach from Wetherby and Tadcaster.
366/22		To receive any updates from the Neighbourhood Planning Advisory Committee (NPAG)
		A meeting of NPAG took place on 13th April which was attended by Tomas Johnson of LCC. Progress is being made on the five key areas of revision for the Neighbourhood Plan. Minutes of all NPAG meetings can be found on the Neighbourhood Planning page of the Parish Council's website.
367/22		To receive reports from members who have attended other committees and meetings
		<ul style="list-style-type: none"> • Cllr Bowen has been receiving updates on the Leeds Festival and will attend the Zoom meetings closer to the date of the event. • Cllr Blake met with members of the Boston Spa Disability Awareness Group to discuss issues with disabled access and kerb drops. Bairbre McKendrick from LCC was also in attendance. Cllr Blake he would check if 25mm is the standard height of a dropped kerb, following a discussion on the difficulties faced by electric wheelchair users traversing across certain roads and up onto pavements. • The decision regarding the additional disabled parking space at the High Street car park is now

	with Leeds Parking Services to consider. Conversations are being held between Spa Surgery and LCC regarding the provision of a disabled parking space on the surgery car park. Cllr Richards said she would get an update on how this is progressing.		
368/22	To consider any requests for Parish Councillor training		
	No requests for training were received.		
369/22	Exchange of Information – to raise any emerging issues		
	<ul style="list-style-type: none"> Cllr Courts reported that Raja’s Ice Cream van had been parking on Stables Lane Park Car Park during their tour of the village. It was queried whether a vendor’s licence should be imposed. It was agreed that the situation would be monitored to assess the frequency of the visits and any impact it has on parking or child road safety. 		
370/22	To note correspondence received and approve any responses/ action to items of correspondence		
	<ul style="list-style-type: none"> Cllr Blake said he had responded to a couple of points raised on Social Media regarding the Village Centre improvements. It was queried whether the PC should be more active on social media and whether a social media policy was in existence. The Clerk said she would look into this. 		
371/22	To approve payments and receipts in accordance with the budget		
	D Marshall	Salary and Expenses	£1,095.08
	Vision ICT	Web and email hosting 2023-24	£491.10
	YLCA	Elections Webinar Training	£25.00
	Marsland Timber	Riverside Improvement Materials	£130.12
	Bardsey Tree Services	Stables Lane tree and hedge removal	£780.00
	Parish Magazine Printing	2023 Annual Newsletter Print	£243.00
	The Job Man	Deepdale Info Board Repair	£430.00
	YLCA	Annual Subscription Fee	£863.00
	Boston Spa in Bloom	Annual Donation	£500.00
	Boston Spa Village Hall	Annual Donation	£3,500.00
	Boston Spa Green Group	Annual Donation	£500.00
	Wybone	Vandal Proof Bin	£647.99
	Water Plus	Westwood Way Allotments Water	£6.00
	O2	Mobile Phone	£14.08
	Leeds City Council	Non domestic rates – Stables Lane	£7.75
	Receipts		
	Allotment Holders	Allotment Rent	£27.50
	Resolved: That the above payments be approved.		
372/22	To receive items for the Annual Parish Council meeting on Monday 15th May 2023		
	None.		
Closure	There being no further business the Chairman declared the meeting closed at 21:23 hours.		

ACTIONS

	27th September 2022	
206/22iii	Liaise with Groundwork regarding Stables Lane Car Park/PWP Design plan	Cllr Alderson
	16th January 2023	
297/22	Arrange meeting with Leeds Lights to consider 2023 Christmas lighting	Cllr Heum
	20th March 2023	
335/222ii i	Liaise with Adrian Balcombe regarding recycling for the festival.	Cllr Stables
	17th April 2023	

360/20	Produce a revised Eco Charter	Cllr Stables
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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	
20/02/23	To obtain the waiting time for the pedestrian crossing outside CostCutter.	
20/03/23	To request plastic recycling bin be moved from car park to Stables Lane Park	
17/04/23	To request replacement bins at Jackdaw Crag and the junction of Primrose Lane/Westwood Way	
17/04/23	To request anti dog fouling signs	