

BOSTON SPA PARISH COUNCIL

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

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

Apologies: None.

In Attendance: D Marshall (Clerk to the Council)

Guests: Ward Councillor Norma Harrington.

Four members of the public were in attendance. The Chairman welcomed the members of the public and invited them to address the meeting. Two representatives from St Mary's Primary School attended to advise the PC of their new vision and core values which involve a closer relationship with the community and greater participation in village activities. The school is now more accessible, and the school hall is now available to hire for fitness classes. The children have been undertaking road safety training and are working with the food bank. The Acting Head asked the PC if there were any activities or projects that the school could be involved in. Cllr Blake recommended the school become involved in the annual festival. Cllr Bowen said that the Neighbourhood Planning Group would be grateful to receive input from young people and Cllr Alderson said he would like to receive feedback on the kinds of facilities and equipment the children would like on the park. The Acting Head said that the pupils make good use of the park and that they would like to install a gate from the school premises into the park for ease of access. Cllr Alderson said this was already under consideration.

One member of the public attended the meeting to raise concerns about the security of the Church Fields car park following an overnight vehicle break in. The car park is now obscured by trees and there are concerns that it may be being used for the exchange of illegal drugs. It was asked whether the PC would consider mounting security cameras. Cllr Stables advised the member of the public that the car park had now been adopted by Leeds City Council. It was agreed that the member of the public would speak to Ward Councillor Harrington after the meeting.

112/23	To accept apologies for absence and approve reasons for absence
	None.
113/23	To note declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests (DPI) in the business to be transacted at this meeting
	Cllrs Alderson, Heum and Stables all declared a non-pecuniary interest in 117/23ii 23/02872/FU - Land East of Church Street and 117/23iii 23/03008/FU - Former School, 27 Church Street.
	Resolved: That the interests be noted and the above councillors excluded from a vote on such matters.
114/23	To receive an update from the Ward Councillors
	Cllr Harrington reported that Cllr Lamb is still holding discussions with the schools and the residents regarding the Westwood Way TRO. There is a lot of conjecture regarding the long wheel-based vehicle that became stuck in the village on 27 September. LCC Highways have stated that they did not approve the route and the incident is still being investigated. Cllr Stables said that Highways is exploring the introduction of HGV detection cameras. It is accepted that the bridge would still need to be used by farm vehicles, buses and delivery vehicles requiring access.
115/23	To confirm the Minutes of the meeting held on 18 September 2023 and review the action list
	Cllr Blake requested that minute 097/23ii - 23/02872/FU - Land East of Church Street be reworded to state that the PC accepts the boundary in the Stables Lane title deeds and plan rather than the boundary in the developer's plans.
	Resolved: That the above amendment be accepted.

	<p>206/22iii Liaise with Groundwork regarding Stables Lane Car Park/PWP Design plan - ongoing</p> <p>081/23iii Request yellow recycling bin for Stables Lane Park - ongoing</p> <p>084/23ii Review allotments checklist and provide recommendations - completed</p> <p>100/23ii Arrange visit to Leeds Lights Warehouse – completed</p> <p>100/23iii Distribute Christmas light letters to business owners - Completed</p> <p>101/23i Speak to LCC regarding wet pour surfaces at Stables Lane Park – Completed</p> <p>102/23i Include a request in e-newsletter regarding dogs at Church Fields - completed</p> <p>107/23 Report back on potential funding for Deepdale Community Centre - ongoing</p>
	Resolved: That the actions list be updated.
116/23	Financial matters
	i) To review the monthly figures and bank reconciliation
	The report had been circulated prior to the meeting.
	Resolved: That the figures be accepted as a true record.
117/23	Planning issues
	i) To review planning applications and agree responses
	23/05708/FU 2 The Orchard – No comment
	23/05654/LI Rockholm, Spa Lane- No comment
	23/05720/FU 1 West Avenue – No comment
	23/05809/FU Fairseat House, 302 High Street – No comment
	23/05992/FU Chapel Cottage, High Street- No comment
	ii) To consider application 23/02872/FU - Land East of Church Street
	Cllr Stables said that the above application will now go to LCC Plans Panel. The earliest date this will happen is November, but it is more likely to be reviewed in the new year. Cllr Blake said he was meeting with Mike Gadd regarding the wildlife corridor on the western boundary of the park.
	iii) To consider application 23/03008/FU - Former School, 27 Church Street
	Cllr Stables stated that McCarthy Stone is undertaking a feasibility study to ascertain whether the building can still be financially viable if made smaller. The current proposed building is too large for the site.
118/23	To receive any crime reports or updates from the PACT meeting
	96 crimes were reported across the Wetherby Ward in September. 49 were assaults of which 43 took place at HMP Wealstun or YO1 Wetherby. One person has been summoned to Court for offences following the execution of a drugs warrant in 2022.
119/23	To receive an update on arrangements for Remembrance Sunday 2023
	The Clerk provided an update. Ken Waller has kindly offered to supply the digital piano. The Deputy to the Lord Lieutenancy will attend this year and lead the procession. The Reverend Steve Jakeman will read the Roll of Honour and lay the wreath of behalf of the Parish Council. Cllr Blake said he would mount and drop the flag. The Clerk said she would collect the service programmes from St Mary’s Church before the service.
120/23	To receive an update on highways, parking and streetscene matters
	i) To consider a quote for bus shelter cleaning
	The Clerk said she had spoken to the window cleaner and he had quoted £15 per clean.
	Resolved: That the quote be accepted.
	ii) To receive an update on Christmas lighting
	A visit has been arranged to Leeds Lights for Wednesday 25 October. Cllrs Blake, Bowen, Courts and the Clerk will attend.
	iii) To receive an update on the Village Centre plan snagging list
	Cllr Blake said he is now liaising with Chris Proctor from LCC Highways. There are still a few minor repairs. The pavers at the entrance to the High Street car park have become loose. Cllr Stables said that one of the trees planted outside Costcutter is too close to the edge of the grille and she has asked that it be repositioned. A new planter is due to be installed on the edge of Royal Terrace. Residents have complained that the sign at the loading bay is too high and cannot be seen for the

		trees. Cllr Stables said she was liaising with Highways to see if the PC could erect their own lower sign. Cllr Stables is also exploring whether the loading bay can be used for disabled parking at certain hours of the day. Cllr Blake said he was in discussions with LCC and Yorkshire Water regarding the rainwater drainage issues from Yeadon's to Bridge Road.
	iv)	To receive an update the Traffic Regulation Orders (TROs)
		Cllr Blake reported that the Bridge Road TRO has been delayed due to legal issues. Unauthorised double yellow lines have been sprayed on the pavement outside Londis and this has been reported to Highways.
	v)	To receive an update on the abnormal load incident from 27th September
		Cllr Harrington provided an update under item 114/23.
121/23		To receive an update on issues concerning Stables Lane and receive any updates from the Friends of Stables Lane Working Group
	i)	To consider quotes for the replacement of play equipment matting
		Cllr Stables obtained a quote of £3,192.00 for the supply and install of rubber bonded mulch safety matting to three high impact areas. The Clerk has previously obtained a quote of £2,462.00 for the re-laying of lattice matting to four high impact areas. It was considered that both quotes were very high and that patches of rubber bonded mulch may look unsightly when laid alongside the existing rubber lattice matting. The annual external play inspection is due to take place in November and it was recommended the inspectors be asked for advice on suitable replacement surfaces. Cllr Blake also noted that the screws are becoming loose on the skate ramp and would like the Play Inspection Company to advise on whether these can be fixed.
	ii)	To consider quotes for car park surfacing
		The Clerk had forwarded details of stone filled plastic grids. Cllr Blake has visited Kirby's who have recommended three local companies who can undertake the work. One contractor has visited the site and has recommended that a soakaway and drainage channels be installed to drain into the nearby sewer. As a high use car park, it was recommended that a base layer and angular stone be used instead of plastic grids. Cllr Blake said he would return with pricing at the next meeting.
122/23		To consider any issues regarding Church Fields or public open spaces
	i)	To consider the current maintenance contract
		The Clerk and Cllr Blake reported that the contractor is not responding to phone calls or emails and has now breached the terms of his contractor. G Baxter and Partners have stepped in and undertaken one cut which it is hoped will be satisfactory until the spring. The Clerk advised that the hedges had not been cut and that she would obtain quotes from tree surgeons. The Clerk will also contact alternative contractors to obtain quotes for the 2024-25 grass cutting.
	ii)	Other issues
		None.
123/23		To consider any riverside issues
		Cllr Stables reported that the bench in the alcove near Spa Baths requires repair. The Clerk and Cllr Blake confirmed that this is a privately owned bench. Cllr Stables said she would speak to the residents at Spa Baths to ascertain its ownership.
124/23		Allotments
	i)	To receive an update on the most recent allotment inspection
		Two quotes had been received to the clearance of plots 10A and 14A, one at £600 and one at £500. The quote for £500 from MTB services has been approved and the work will be carried out on 2 nd November. Cllr Heum said she would include a note in the PC Newsletter to advise residents of the costs when allotments become neglected. Cllr Bowen said she would advise allotment holders via the WhatsApp Group.
	ii)	To consider any amendments to the allotments inspection checklist
		No further amendments were required to the checklist.
		Resolved: That the checklist be approved.
	iii)	Other issues
		Cllr Stables advised the Parish Council that LCC will be planting small bushes and trees on the grassed area by the Box Tree Court footpath entrance.

125/23	Neighbourhood Planning Advisory Committee (NPAG)		
	i) To confirm a date for the Public Consultation		
	Cllr Bowen confirmed that the public consultation will be held in the Village Hall on Saturday 18 th November. The next meeting of NPAG will take place on Monday 23 rd October to formalise the arrangements. Cllr Bowen said there are some community events taking place at which the public consultation can be promoted. The group are looking at grants to support the production of the revised plan.		
	ii) To consider a sundries budget for the Public Consultation		
	A budget of £500 was requested for printing, consumables and refreshments.		
	Resolved: That the budget of £500 be approved.		
126/23	To consider any requests for Parish Councillor training		
	None received.		
127/23	To receive reports from members who have attended other committees and meetings		
	Cllr Heum reported that the Arts and Crafts Festival had been very successful in raising funds for the Village Hall.		
128/23	Exchange of Information – to raise any emerging issues		
	None.		
129/23	To note correspondence received and approve any responses/ action to items of correspondence		
	The list of correspondence was circulated prior to the meeting.		
	Resolved: That the list of correspondence be noted.		
130/23	To approve payments and receipts in accordance with the budget		
	D Marshall	Salary & Expenses	£1094.98
	British Legion	Donation (wreath)	£75.00
	Kevin Alderson	Bin Bag Box – Stables Lane	£22.50
	Keith Blake	Land Registry Docs	£6.00
	The Job Man	Bench Refurbishment and Stables Lane Anti-Vandal Bin	£485.00
	LCC Presto	Allotments Rubbish Clearance	£100.00
	G Baxter & Partners	Stables Lane and Public Open Spaces Maintenance H2	£5,494.80
	Receipts		
	Clifford Juniors	Football Pitch Hire	£200.00
	Howson	Memorial Bench Donation	£1,184.60
	Various	Allotment Rents	£542.50
	Resolved: That the above payments be approved.		
131/23	To receive items for the Ordinary Parish Council meeting on Monday 20 November 2023		
	None.		
Closure	There being no further business the Chairman declared the meeting closed at 20:49 hours.		

Signed _____ Date _____

ACTIONS

	27th September 2022	
206/22iii	Liaise with Groundwork regarding Stables Lane Car Park/PWP Design plan	Cllr Alderson

	21st August 2023	
081/23iii	Request yellow recycling bin for Stables Lane Park	Cllr Stables
	18th September 2023	
107/23	Report back on potential funding for Deepdale Community Centre	Cllr Stables
	16th October 2023	
121/23ii	Obtain quotes for car park surfacing	Cllr Blake
123/23	Contact Spa Baths residents to determine ownership of alcove bench	Cllr Stables

OUTSTANDING ACTIONS FROM LEEDS CITY COUNCIL

21/02/22	To request that disabled spaces be marked out at the Church Fields Car Park	Cllr Stables
19/10/23	To request that the yellow bin at Millennium Gardens be moved back from the High street	Cllr Stables