

BOSTON SPA PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on Monday 20 January 2025 at the Village Hall, Boston Spa at 7.00 pm

Present: Cllrs K Blake (Chairman), G Bowen, D Taylor, E Alderson, K Alderson, S Courts, P Stables.

Apologies: Cllrs M Heum and A Watts.

In Attendance: D Marshall (Clerk to the Council)

Guests: Ward Councillors Norma Harrington and Alan Lamb.

No members of the public were in attendance.

164/24	To accept apologies for absence and approve reasons for absence
	Apologies had been received from Cllrs M Heum and A Watts.
	Resolved: That the apologies and reasons for absence be accepted.
165/24	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
	None.
166/24	To receive an update from the Ward Councillors
	<ul style="list-style-type: none">The demolished wall on Spa Lane is currently being looked at by Planning Enforcement and a conversation has taken place with the owners of Chapel Cottage.The ownership and responsibility for the collapsed wall near Spa Baths is still under investigationThe Ward Councillors are following up on the drainage issue outside Yeadon'sThe Parish Council requested a list of open Planning Enforcement cases for the Parish. Cllr Lamb said he would request this from LCC Planning.The appeal for the refused planning application 23/03008/FU - McCarthy Stone 49 dwelling apartment complex on Church Street has been rescheduled to 23rd April at 10am.A petition to reinstate half hourly services of the number 7 bus will be presented to Tracy Brabin, Mayor of West Yorkshire on 21st January. The Parish Council agreed to send an email of support.There has been a very high level of representation on the proposed TRO on Westwood Way (see item 171/24i).
	Resolved: That the update be welcomed.
167/24	To confirm the Minutes of the meeting held on 16th December 2024 and review the action list
	130/24iii Consult WYCA on location assessment of a second bus shelter- ongoing 132/24i Obtain quotes for backless benches at Stables Lane Park- ongoing 150/24ii Confirm bench design from LCC for West Oaks verge - completed 150/24iii Obtain information from WYCA on bus shelters - completed 151/24iii Create public online survey for Christmas lights and 2025 Christmas event – completed 152/24viii Respond to resident regarding Stables Lane car park and use of overflow car park- completed 159/24 Respond to Government Consultation on remote and hybrid attendance at meetings – completed 160/24 Print quarterly summary of e-newsletter and distribute around the village - ongoing
	Resolved: That the minutes be accepted as a true record and the action list updated.
168/24	To receive any crime reports or updates from the PACT meeting
	The December crime report was circulated prior to the meeting. Across Leeds Northeast NPT there has been a 3.8% reduction in reported crime compared to November, a 38.4% decrease in public order offences, a 23% reduction in shoplifting and a 28.2% reduction in ASB calls. The police have been informed of an incident at Stables Lane over the Christmas holidays where the grass was damaged from tyres from a

		motorbike or electric bicycle.
		Resolved: That the report be welcomed.
169/24		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.
	ii)	To consider the 2025-26 budget
		The draft budget of £80,073 was circulated prior to the meeting. The tax base has been confirmed at 1996.7 with an LCTS Grant of £1,656 leaving £78,417 to be required from precept. This will be a 5.4% increase which is the annual equivalent of £2.02 for a Band D property.
		Resolved: That the budget of £80,073 be approved with the annual precept set at £78,417.
	iii)	To consider advertising costs for the 2025 annual newsletter
		The Clerk confirmed that prices had been held for the last 6 years. It was proposed that a 5.4% increase be applied in line with the precept and for this to be rounded to the nearest pound. This would make a full page £79, half page £35 and quarter page £32 on which VAT is chargeable.
		Resolved: That the above advertising costs for the 2025 newsletter be approved.
170/24		Planning issues
	i)	To review planning applications and agree responses
		24/07265/FU/ 17 Moor Side – no comment
		24/07388/FU 21 Hampole Way – no comment
		25/00129/FU 1 Heathfield Lane – no comment
		25/00220/FU The Anchorage, Bridge Close – no comment
		24/06298/FU 1 Heath Drive – no comment
		Resolved: The Clerk to submit responses on behalf of the Parish Council to Leeds CC where appropriate.
171/24		Highways and streetscene
	i)	To receive an update on the Westwood Way Traffic Regulation Order
		Cllr Stables provided an update. There have been a lot of objections to the TRO, particularly from parents of school children. The Ward Councillors will be meeting the Highways Officer once the informal consultation has finished to make any changes before the formal consultation is carried out.
	ii)	To receive an update on the West Oaks accessible bench
		An image of the Ogilvie OE accessible bench had been circulated prior to the meeting. This will be provided by Leeds City Council at a cost of £1,800. Cllr Stables said she had obtained permission from Primrose Lane School for the bench to be positioned on the grass verge opposite West Oaks School.
		Resolved: That the design of the bench and the cost of £1,800 be approved.
	iii)	To receive an update on bus shelters
		Cllr Stables said she would visit the owners of 122 High Street to seek their permission for the erection of a bus shelter on the pavement outside their property.
	iv)	To consider the provision of grit bins
		A number of requests had been received for grits bins. Cllr Stables confirmed that the Ward Councillors could provide grit bins but that a local resident would be responsible as a 'grit bin champion' for monitoring the level of the grit in the bin on their street and requesting refills when needed. Cllr Stables said she had requested a grit bin for West End, West Avenue, Heathfield Lane and the corner of Cinder Lane. Residents who are willing to become grit bin champions can submit a request to the Ward Councillors via the Parish Council.
		Resolved: That the above process for the provision of grit bins be approved.
172/24		Community Events
	i)	To receive an update from the Community Events Committee (Cllr E Alderson)
		The Committee met on 8 th January. The Gala organisers have confirmed they are keeping the site at St John's School. It has been proposed that the weekend festival event take place on one day which

		would include the Bowling Club Open Day and Classic Car Gathering. A Christmas event is being considered for Thursday 4 th December. The committee will next meet on 20 th February at 7pm.
	ii)	To receive the results from the Christmas lights survey
		Cllr E Alderson circulated the results. There has been mixed feedback on the lights. 39% voted in favour of 2D lights in white. Cllr Blake said he would obtain a quote from Leeds Lights for the twinkly star design which had been considered during the September visit. One resident had expressed their disappointment that there was no longer a Christmas tree in the centre of the village.
173/24		To receive an update on issues concerning Stables Lane and receive any updates from the Friends of Stables Lane Working Group
	i)	To consider the play equipment annual inspection report
		The inspection reports for Stables Lane and the Skate Park had been circulated prior to the meeting. Any issues have been found to be low risk. It was asked whether an agile member of the Stables Lane group could remove the graffiti at the top of the slide. It was noted that some rivets are missing from the large skate ramp but that this is not causing a safety risk.
	ii)	To consider the annual sports club contributions
		The contributions from the Bowling Club and Tennis Club had been calculated as £305.48 and £218.95 respectively.
		Resolved: That the annual sports club contributions be agreed.
	iii)	To consider a revised maintenance specification
		Cllr Taylor and the Clerk met with Baxter's, Mike Gadd and Keith Jackson on 14 th January. Some minor changes have been made to the specification with no impact on annual cost.
		Resolved: That the revised maintenance specification be approved
	iv)	To receive an update on benches (Cllr Taylor)
		Cllr Taylor said he was still in the process of obtaining quotes for accessible benches that would complement the existing benches in the park.
	v)	To consider annual hire charges for 2025-26 fitness and sports class licences
		The 2024 hire charges were circulated. It was proposed that the cost per slot be increased by 2% to £65 per hour for an annual booking with no limit on the number of bookings made by any one user.
		Resolved: That the hourly hire cost for Stables Lane be set at £65 for an annual booking
	vi)	Other issues
		<ul style="list-style-type: none"> • Cllr Blake has written to Leeds Highways regarding the trees and shrubs encroaching the pavement near the Stables Lane entrance. • The Green Flag award submission has been completed. • The new park entrance sign will be delivered on 21st January. • Mike Gadd a group of volunteers will be undertaking work to the trees on 22nd January. • Mike Gadd has agreed to undertake the building of the bin store. • The James Richards circus has been confirmed for Wednesday 28th May to Sunday 1st June • A quote from Scotton Trees has been received at £325 + VAT to clear the ivy and lift any branches to 5.2m from the road on the sycamore behind the tennis club pavilion. This was approved by the Parish Council as part of the overall tree works to be undertaken on 3rd February. • Cllr Alderson requested that a thank you letter be sent to the Stables Lane volunteers for their hard work in litter picking and maintaining the park. This was agreed.
174/24		To consider any issues regarding Church Fields or public open spaces
		The Clerk advised the Council that Scotton Trees had received all the required permissions and that work to the trees along the riverside at a Jackdaw Crag will take place on 3 rd February.
175/24		To consider any riverside issues
	i)	To consider a budget of £700 for path improvement works by Boston Spa Green Group
		Resolved: That the cost of £700 for the hire of machinery and procurement of materials be approved.
176/24		Allotments
	i)	To consider the latest inspection report
		The report was circulated by Cllr Bowen prior to the meeting. It was agreed that Cllrs Bowen and

		Taylor would arrange to speak to the tenant of plots 3 and 5 at Primrose Hill. Two allotment plots are currently available and are awaiting acceptance. Baxter’s have been requested to cut the grass paths between the plots every two weeks and to trim the hedge on the footpath with greater frequency as to avoid it become overgrown very quickly as it has done in recent years.	
	ii)	To consider a budget of £3,000 for a replacement fence and gate at Westwood Way	
		Cllr Taylor has obtained two quotes and will obtain a third for presentation the Parish Council at the February meeting.	
		Resolved: That a budget of £3,000 for a replacement fence be approved.	
177/24	To receive an update from the Richard Dawson Trust		
	Cllr Alderson circulated a written report. The current tenants of the land owned by the Trust have given notice to quit and it is possible that the land may be sold in the future. Further information is being awaited.		
178/24	To receive an update from the Neighbourhood Planning Advisory Committee (Cllr Bowen)		
	The last meeting of NPAG was on 25 th November. Cllr Bowen reported that the Committee is in desperate need of volunteers for each of the sub committees exploring the new objectives. Cllr E Alderson said she would put a request out on Facebook and NextDoor. Cllr Blake noted that some of the other local parishes are also reviewing their Neighbourhood Plans and that it would be useful for the groups to work together.		
179/24	To receive reports from members who have attended other committees and meetings		
	Cllr Taylor attended the Village Hall CIO AGM on 13 th January. The acoustic panels have been fitted in the Jubilee Room and Café Area. Richard Ormondroyd has been elected as Chairman and Carol Taylor as Secretary.		
180/24	Exchange of Information – to raise any emerging issues		
	None received.		
181/24	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 correspondence be noted.		
182/24	To approve payments and receipts in accordance with the budget/		
	D Marshall	Salary and Expenses	£1,215.49
	Leeds City Council	Christmas Lights	£8,851.80
	The Play Inspection Company	Annual Inspections	£354.00
	YLCA	Councillor Training	£70.00
	ICO	Data Protection Fee	£35.00
	Sutcliffe Play	Replacement Rope	£1,754.81
	Boston Spa Man with a Van	Allotments Clearance	£250.00
	Receipts		
	NatWest	Savings Interest	£276.85
	Resolved: That the above payments be approved and the receipts be noted.		
183/24	To receive items for the Ordinary Parish Council meeting on Monday 17th February 2025		
	None.		
Closure	With no further business the Chairman declared the meeting closed at 20:58		

Signed _____ Date _____

ACTIONS

	18th November 2024	
132/24i	Obtain quotes for backless benches at Stables Lane Park	Cllr Taylor
	16th December 2024	
160/24	Print quarterly summary of e-newsletter and distribute around the village	Cllr Heum
	20th January 2025	
171/24iii	Consult 122 High Street regarding bus shelter	Cllr Stables
172/24ii	Obtain quote for Christmas stars	Cllr Blake
176/24i	Contact tenant at of plots 3 and 5 at Primrose Hill	Cllrs Bowen and Taylor
176/24ii	Obtain third quote for allotments fence	Cllr Taylor
178/24	Put out request for volunteers for NPAG on Social Media	Cllr E Alderson