

## BOSTON SPA PARISH COUNCIL

### Minutes of the Ordinary Parish Council Meeting held on Monday 17 February 2025 at the Village Hall, Boston Spa at 7.00 pm

**Present:** Cllrs K Blake (Chairman), D Taylor, S Courts, P Stables, M Heum, A Watts.  
Cllr G Bowen arrive at 19:17 during the Ward Councillors' update.

**Apologies:** Cllrs K Alderson & E Alderson.

**In Attendance:** D Marshall (Clerk to the Council)

**Guests:** Ward Councillor Alan Lamb.

No members of the public were in attendance.

## MINUTES

<b>184/24</b>	<b>To accept apologies for absence and approve reasons for absence</b>
	Apologies had been received from Cllrs K and E Alderson
	<b>Resolved: That the apologies and reasons for absence be accepted.</b>
<b>185/24</b>	<b>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</b>
	None.
<b>186/24</b>	<b>To receive an update from the Ward Councillors</b>
	<ul style="list-style-type: none"> <li>• Cllr Blake requested an update on the drainage issues outside Yeadon's as the LCC officer managing the project has moved on. A new officer had been assigned.</li> <li>• There is a consultation underway for the Wetherby carpark charges. Residents are being encouraged to make their comments and objections. It was agreed that the PC would submit a response.</li> <li>• An update was provided on the demolished wall on Spa Lane. Action is now being taken.</li> <li>• A new automated sink unit has been ordered for the women's public toilet. This is expected to take 4 weeks.</li> <li>• A beech tree has been reduced to an ecopole on the riverside at the rear of West End without the necessary permissions. It is thought this had been at the instruction of a resident. This is being investigated.</li> <li>• Parking Enforcement has been requested to visit the area around the Crown Hotel where it has been found that motorists are frequently parking on the double yellow lines on Church Street.</li> <li>• The illegal advertising on telegraph poles on the High Street is in the process of being removed by LCC Environmental Services.</li> <li>• Construction vehicles from Martin House continue to park on the roadside. Action is being taken.</li> <li>• The Government has allocated additional funding for the improvement of walking and cycleways. It is hoped that Sustrans can use some of this funding to extend the Wetherby railway path.</li> </ul>
	<b>Resolved: That the Ward Councillor updates be welcomed.</b>
<b>187/24</b>	<b>To confirm the Minutes of the meeting held on 20th January 2025 and review the action list</b>
	132/24i Obtain quotes for backless benches at Stables Lane Park - Completed 160/24 Print quarterly summary of e-newsletter and distribute around the village - ongoing 171/24iii Consult 122 High Street regarding bus shelter- ongoing 172/24ii Obtain quote for Christmas stars- ongoing 176/24i Contact tenant at of plots 3 and 5 at Primrose Hill – completed 176/24ii Obtain third quote for allotments fence - completed 178/24 Put out request for volunteers for NPAG on Social Media – completed
	<b>Resolved: That the minutes be accepted as a true record and the action list updated.</b>

<b>188/24</b>	<b>To receive any crime reports or updates from the PACT meeting</b>	
	Wetherby saw a 7.01% increase in reports in January. There has been a rise in public order offences – 8 of these are using threatening words and behaviour. There were no residential burglaries reported and only two ASB reports. The next PACT meeting will be on Tuesday 4th March 2025 at the Methodist Church in Wetherby at 6.30pm.	
	<b>Resolved: That the January crime report be noted.</b>	
<b>189/24</b>	<b>Financial matters</b>	
	<b>i)</b>	<b>To review the monthly figures and bank reconciliation</b>
		The report had been circulated prior to the meeting.
		<b>Resolved: That the figures be accepted as a true record.</b>
<b>190/24</b>	<b>Planning issues</b>	
	<b>i)</b>	<b>To review planning applications and agree responses</b>
		25/00260/FU Arncliffe, Lynton Avenue- No comments
		25/00312/FU Hillside House, Lynton Avenue- No comments
		25/00693/FU 9 West End- No comments
		25/00808/FU 20 Grove Crescent South- No comments
		25/00611/FU 3 The Moorlands- No comments
		<b>Resolved: That there be no comments on the above Planning Applications.</b>
<b>191/24</b>	<b>Highways and streetscene</b>	
	<b>i)</b>	<b>To receive an update on the Westwood Way Traffic Regulation Order</b>
		Cllr Stables reported that she is still awaiting a date for a meeting following the closure of the initial consultation with the stakeholders.
	<b>ii)</b>	<b>To receive an update on bus shelters</b>
		Cllr Stables reported that she had not been able to contact the owners of 122 High Street but would continue to pursue this.
<b>192/24</b>	<b>Community Events</b>	
	<b>i)</b>	<b>To receive an update on the 2025 Christmas Lights</b>
		Cllr Blake is waiting to receive confirmation of a meeting date from Leeds Lights. Cllr Stables said she would follow this up.
	<b>ii)</b>	<b>To receive an update on the 2025 Annual Newsletter</b>
		The Clerk reported that 90% of articles had been received. There had been only two adverts booked. It was proposed that the new businesses in the village be approached with an invitation to advertise. Cllr Bowen said she would write an update on the Neighbourhood Plan.
<b>193/24</b>	<b>To receive an update on issues concerning Stables Lane and receive any updates from the Friends of Stables Lane Working Group</b>	
	<b>i)</b>	<b>To consider a Conditions of Hire and park hire application form</b>
		The draft Conditions of Hire were circulated prior to the meeting. It was proposed that a new clause be added to ensure that any use of drones is assessed and approved by the Parish Council before the recording of any event. It was also proposed that the hirers be required to make a full payment of the hire charge 7 days prior to arriving on site.
		<b>Resolved: That the Conditions of Hire be approved subject to the above amendments.</b>
	<b>ii)</b>	<b>To receive an update on benches</b>
		Cllr Taylor obtained a quote for two accessible back-to-back tooting benches to match the existing benches in the park. The cost is £7,430.00 including installation. Cllr Taylor sought the PC's agreement in principle prior to taking this to the March meeting of FOSL for its consideration. It was agreed that the final quote would then be considered at the March meeting of the PC.
	<b>iii)</b>	<b>To receive an update on the bin store</b>
		No update had been received.
	<b>iv)</b>	<b>To consider a date for the 2025 Martin House Glow Walk</b>
		Martin House requested the use of the park for its 2025 Glow Together event on Saturday 15 <sup>th</sup>

		November. It was agreed that no charge would be levied but that Martin House would need to sign a hire agreement and agree to adhere to the Conditions of Hire.	
		<b>Resolved: That the date of 15<sup>th</sup> November be approved subject to the signing of a hire agreement.</b>	
	v)	<b>Other issues</b>	
		<ul style="list-style-type: none"><li>• Cllr Courts reported that work has not been undertaken on the tree which overhangs the Tennis Club. The Clerk said she would follow this up with Scotton Tree Care.</li><li>• The car park surface has sunk considerably around the manhole cover. Cllr Blake said he would ask Rural Roots to carry out some remedial work.</li></ul>	
194/24	<b>To consider any issues regarding Church Fields or public open spaces</b>		
		<ul style="list-style-type: none"><li>• G Baxter and Partners have now cut back the blackthorn on the inner side of the riverside hedge. Tree and hedge trimming has been undertaken on Oxclose Road.</li></ul>	
195/24	<b>To consider any riverside issues</b>		
	i)	<b>To receive an update on tree works</b>	
		Tree works have now been completed alongside the riverside and at Jackdaw Crag. A sign has been mounted to ask residents not to remove logs. It was agreed an article would be included in the next e-newsletter to explain the ecological benefits of leaving deadwood on site and the importance of keeping to the designated paths.	
196/24	<b>Allotments</b>		
	i)	<b>To consider the latest inspection report</b>	
		<ul style="list-style-type: none"><li>• Cllr Taylor said he had spoken to the tenant of plots 3 and 5 at Westwood Way and had been assured that work would be undertaken in the spring to bring the plots back up to the required standard.</li><li>• Vacant plot 9 at Westwood Way and plot 8 at Stables Lane have now been let.</li></ul>	
	ii)	<b>To consider quotes for a replacement fence and gate at Westwood Way</b>	
		Cllr Taylor has obtained three quotes for a wooden three slat fence and gate. One at £5,200, one at £3,393 and one at £2,950. It was proposed that the quote of £3,393 be accepted as the company is based in Boston Spa and the quality of their work can be testified. Work can commence in April.	
		<b>Resolved: That the quote of £3,393 from WB Garden Care be approved.</b>	
197/24	<b>To receive an update from the Neighbourhood Planning Advisory Committee</b>		
		Cllr Bowen provided a verbal report. The last meeting had been on 27 <sup>th</sup> January which had been attended by Tomas Johnson from LCC Planning. The Leeds Local Plan is now being worked on, and this will impact the Neighbourhood Plan. The focus of the January meeting was Business and Community. The next meeting will be on 3 <sup>rd</sup> March and this will focus on Energy. It was agreed that NPAC also considers the West Yorkshire Resilience Forum Survey which looks at the preparedness of the village in case of emergency.	
198/24	<b>To receive reports from members who have attended other committees and meetings</b>		
		<ul style="list-style-type: none"><li>• A meeting of the Charity of Richard Dawson had taken place in January but unfortunately neither Cllrs Courts or K Alderson had been able to attend. The minutes from the meeting are being awaited.</li></ul>	
199/24	<b>Exchange of Information – to raise any emerging issues</b>		
		<ul style="list-style-type: none"><li>• Cllr Stables circulated details of the work available through the Community Payback Team for Keep Britain Tidy Week. It was proposed a request be submitted for the clearing of verge creep on the pavement from Moor End to the A1 and at the Terrace Lawn Tennis Club. The Clerk said she would submit the application form.</li></ul>	
200/24	<b>To note correspondence received and approve any responses/ action to items of correspondence</b>		
		The list of correspondence was circulated prior to the meeting.	
		<b>Resolved: That the correspondence be noted.</b>	
201/24	<b>To approve payments and receipts in accordance with the budget</b>		
	D Marshall	Salary and Expenses	£1,215.49
	YLCA	Councillor Training	£70.20

	The Job Man	Park Sign Install	£280.00
	GH Brooks	Wooden Pegs	£79.20
	Business Stream	Stables Lane Water	£463.35
	Scotton Tree Care	Riverside Tree Works	£3,600.00
	G Baxter & Partners	Church Fields Hedges	£302.40
	<b>Receipts</b>		
	NatWest	Savings Interest	£266.71
	HMRC	VAT Refund	£1,871.45
	<b>Resolved: That the above payments be approved at the receipts be noted.</b>		
<b>202/24</b>	<b>To receive items for the Ordinary Parish Council meeting on Monday 17<sup>th</sup> March 2025</b>		
	To consider speakers for the Annual Parish Meeting on Wednesday 7 <sup>th</sup> May.		
	<b>Resolved: That the above item be included on the March agenda.</b>		
<b>Closure</b>	<b>With no further business the Chairman declared the meeting closed at 20:35</b>		

Signed \_\_\_\_\_ Date \_\_\_\_\_

### ACTIONS

	<b>16<sup>th</sup> December 2024</b>	
160/24	Print quarterly summary of e-newsletter and distribute around the village	Cllr Heum
	<b>20<sup>th</sup> January 2025</b>	
171/24iii	Consult 122 High Street regarding bus shelter	Cllr Stables
	<b>17<sup>th</sup> February 2025</b>	
186/24	Draft a PC response to the Wetherby car park charges	Cllr Blake
192/24i	Arrange meeting with Leeds Lights	Cllr Blake
192/24ii	Produce article on NPAC for Annual Newsletter	Cllr Bowen
193/24v	Contact Rural Roots regarding car park surface	Cllr Blake
195/24	Include article on leaving deadwood and riverside paths in e-newsletter	Cllr Heum

Signed \_\_\_\_\_ Date \_\_\_\_\_