



BARDSEY CUM RIGTON PARISH COUNCIL

Minutes of the Meeting of Bardsey Cum Rigton Parish Council held on Wednesday 20th March 2024 at 7.00 pm in the Village Hall.

Commenced: 7.00 pm

Concluded: 9.10 pm

Present: Cllrs Stentiford (Chair), Bosomworth, Denby, Flockton, Hoyland, Jackson, Tatman, Ward and two members of the public.

Clerk: V. Forbes

2324/139 Introduction from the Chairman

Cllr Stentiford opened the meeting.

2324/140 Public Participation

A public session will commence for 10 minutes to receive comments from members of the public who attend.

Two members of the public attended the meeting. They came to alert BPC that their neighbouring property where planned building work is taking place has not followed the approved planning permission granted. They have reported this to Planning Enforcement at Leeds City Council.

2324/141 To receive any apologies and approve reasons for absence

Apologies received from Cllr Osborne. Reasons were approved.

2324/142 Declaration of Interests

- a) To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests
- b) To receive, consider and decide upon any applications for dispensation

No declarations of interest were received.

2324/143 To confirm the minutes of the full council meeting held on 21st February 2024 as a true and accurate record.

The minutes were confirmed and signed by the Chair.

2324/144 Financial matters

- a) To receive and note bank account balances at 15th March 2024
Community Account: £44,581.09
Business Premium ME 1: £18,212.92
Business Premium ME 2: £0.00
The bank account balances were confirmed by Cllr Jackson and the bank statements signed.
- b) To approve the schedule of payments for March 2024 (Appendix 1) **Approved**

- c) To approve the bank reconciliation and budget comparison up to 15th March 2024 (Appendix 2)
Approved
- d) To consider moving the Barclays Business Premium ME 1 account to Unity Trust Bank Instant Access Savings Account. **Approved**
- e) To review the annual rent for the Sports Club and Bowling Club as per their lease agreement. According to the terms of their lease, the annual rent for Bardsey Bowling Club is under review. Before any increase can be implemented, approval is required from the Bardsey Village Hall Management Committee. Cllr Denby to write to the Bardsey Village Hall Management Committee for their approval.

2324/145 To receive an update on the following ongoing issues and decide further action where necessary:

- a) Village meeting place (KO)
Waiting for better weather before the table tennis table is moved. There has been a slight increase in price for the shelter due to inflation.
- b) SIDS (MB)
A58 Southbound SID working intermittently.
- c) Allotments (MB)
Documents have been received from LCC. Now need amending in favour of BPC.
- d) Highways (BH)
A58 – ‘Bardsey cum Rigton’ village sign on entrance to village coming from Collingham. Initially reported to LCC after sign collapsed. Sign now appears to have been removed and have reported to LCC sign now missing.
A58 – ‘For Sale’ signs. Contacted estate agent Monroe with regard to removing ‘For Sale’ signs on the A58 between First Avenue and Scarsdale Ridge. Residents also raised this issue with BPC. Estate agent have come back asking for exact locations.
'According to the law, the estate agent boards should only be displayed inside the boundaries of the property and should not be displayed anywhere else such as the road. Displaying them anywhere outside of the property is illegal
CHURCH LANE - between Smithy Lane and Blackmoor Lane. Substantial footpath verge creep and hedge growth reported to LCC and advised by Cllr Robinson cutback to the hedge and edging to the path to be carried out 21 March.
WOODACRE LANE – once again the problem with parking and the number of cars parked at the bottom of Woodacre Lane by Keswick Lane has been raised. BPC previously pursued with LCC a parking bay in this area of Woodacre Lane but LCC turned it down due to traffic usage and cost. Resident suggested another parking bay on Keswick Lane similar to further along the road. It was pointed out the current lay by was instigated and funded due to disability and locating an area on Keswick Lane near Woodacre Lane would be problematic.
WOODACRE LANE -When it rains water from Woodacre Crescent is still pouring down Woodacre Lane onto Church Lane. Once again, the blocked drains by the Village Hall and below have been reported to LCC.
RIGTON BANK – Although BPC didn't initially raise the issues with Rigton Bank, have asked Chris Procter if there is any chance narrow road signage will be installed. This needs to be ticked off.
- e) Possibility of bridleway/footpath on field bordering A58 (DD)
Nothing to report.
- f) Village Pond (MB)
Two adult Moor Hens have been noted. A tree survey is planned.
- g) PACT Meeting (DD)
Report from recent meeting has been circulated.
- h) Active Travel group (MB)
Nothing to report.

- i) Road crossing on A58 near Mill Lane (BH)
Chris Procter. LCC Highways, has been in touch with regard to the crossing. Feedback has been given that BPC is keen to pursue a pelican crossing in the original location by Cornmill Ginnel and have asked if possible and any costs involved.
- j) Tennis Club (LF)
Work to replace the surface were due to start Monday following the meeting. Recent fundraising event was successful.
- k) Telephone Kiosk
Previous builder who upgraded the kiosk is no longer available. Cllr Flockton to pursue her contact. Water has got into the kiosk.

2324/146 To receive an update on the following standing agenda items and agree any necessary action:

- a) Park Field (MW)
Fallen tree has been removed and cut into sections by the Environment Agency.
- b) Playground (MW)
Nothing to report.
- c) Sports Club (MB)
Beer Festival takes place the week end following the meeting. There is a football tournament planned for July and a Gala for the bank holiday week end at the end of May. A cricket tournament is planned for the summer. A Business Development Group has been set up for fund raising.
- d) Bardsey Field (JJ)
The EKWT AGM will take place on 14th May at East Keswick Village Hall. Both students involved in Bardsey Field will give 10 minute presentations. After the AGM, EKWT will produce a Management Plan for Bardsey Field.
- e) Local Care Partnership Development (MB)
Nothing to report.
- f) Bardsey cum Rigton Neighbourhood Plan (ES,DD,LF,MB)
Continuing to review the Neighbourhood Plan, minor changes are required which will require sign off. LCC will produce a Site Allocation Plan in May.

2324/147 To consider matters requested by Councillors/Clerk and agree any necessary action:

2324/148 Planning matters

- a) To consider and decide upon the following applications:

Application Ref	Address	Proposal
24/01096/FU/NE	5 Second Avenue	Demolition of existing detached bungalow and garage and erection of new detached dwelling house and garage incorporating gym and extend existing driveway to front. Object.
24/01197 /FU/NE	11 The Drive	New roof to existing conservatory with infill extension to rear. Neutral.

- b) To note decisions made by LCC:

- i. **Approvals**

- 24/00325 Rigton Carr Farm, Wike Lane
 - 24/00224 1 Scarsdale Lane
 - 24/00026 Joleen, 32 Blackmoor Lane

23/07528 Shepcote Barn, 23 Blackmoor Lane

ii. Refusals

23/05371 The Old Vicarage, The Ginnel

iii. Appeals

23/04550 Land off Woodacre lane to west of Primary School

iv. Enforcement

The Old Telephone Exchange, Coal Road

23/05371 The Old Vicarage, The Ginnel

2324/149 To adopt the following policies and procedures:

a) Biodiversity Policy

Cllr Jackson circulated a draft Biodiversity Policy prior to the meeting. It was agreed to adopt the policy.

2324/150 To consider correspondence received and agree any necessary action

An error occurred in the paperwork for the Precept Application from LCC. This meant the CTS Grant of £713 was included in the Precept Demand from BPC when it should have been subtracted from the amount. After consultation with LCC and costs involved to amend the precept, it was agreed to put the amount of £713 into earmarked reserves and deduct £713 from the 2025/26 Precept Demand.

The hedgehog highways have arrived and are available for distribution in Bardsey.

2324/151 To receive an update from Parish Councillors

2324/152 To notify the clerk of matters for inclusion on the agenda of the next meeting

2324/153 To confirm the date of the Annual Parish Meeting on 24th April 2024 at 7.30pm and the next Parish Council Meeting on 24th April 2024 at 8pm in the Bardsey Village Hall

The date of the Annual Parish Meeting was confirmed as 24th April 2024 at 7.30 pm in Bardsey Village Hall. The Parish Council Meeting will follow the APM at 8pm.



BARDSEY CUM RIGTON PARISH COUNCIL

Appendix 1

Schedule of Payments

March 2024

Below is a list of payments to be approved:

Payee	Details	Amount
Biffa Waste Collection	Quarter charge (DD)	226.04
Biffa Waste Collection	Monthly charge (DD)	77.15
BT	Wi-fi	52.98
GGs Groundcare	Repair posts etc Park Field. Remove tree A58	474.00
GGs Groundcare	¼ charge garden maint. Empty dog bins	1695.00
Hedgehogs r us	Box of 50 hedgehog highways	157.50
V Forbes	Postage	2.75
V Forbes	Salary	TBC
HMRC	Tax and NI	TBC
NEST	Pension (DD)	TBC

Appendix 2

Financial Report

Bank Reconciliation

Prepared by: Victoria Forbes, Responsible Finance Officer

Date prepared: 15th March 2024

Balance as per bank statements at 15th March 2024

BANK STATEMENTS		
Community Account as at 15 th March 2024	£44,581.09	
Business Premium Account 30094013 as at 15 th March 2024	£0.00	
Business Premium Account 10750816 as at 15 th March 2024	£18,212.92	
Total		£62,794.01
Less unrepresented payments from 2021/2022	£10.00	
Closing balance as at 15 th March 2024		£62,784.01
CASH BOOK		
Opening balance as at 1st April 2023	£50,910.60	
Add receipts (Precept £40,729, Sign refund £250.00, LCC MICE Grant £1,500, LCC Skip £284.40, Interest £216.66, Rent £765.00 VAT £1320.78)	£45,065.84	
		£95,976.44
Payments to date	£33,192.43	
Cash book closing balance as at 15 th March 2024		£62,784.01

Financial Update

The table below shows the Parish Councils expenditure to 15th February 2024 against the budget.

Budget Heading	2023-2024 Budget	2023 -2024 Current expenditure
Clerk Salary	11500	11,155.29
Clerks'/Cllrs' Expenses.	100	206.57
Gen. Admin.	300	199.00
Audit	500	504.00
Subscriptions/Membership	850	802.59
Playground	1000	114.00
Park Field	2000	3470.46
Grants	5000	4157.50
Asset Maintenance	1000	345.00
Waste Collection	1500	1217.96
IT	1000	855.35
Flower tubs	150	100.85
Insurance	1300	1401.87
Grass Cutting	5000	1200.00
Grounds Maintenance		4050.00

Remedial work in village	2000	0.0
Coronation	133.81	133.81
Public Rights of Way project	3000	
Information Board	500	250.00
WI FI	300	273.19
Village Meeting Place		74.00
General reserves	10000	
Earmarked reserves	15000	
Total		£30,798.65

Please note: The difference to the expenditure amount on the bank reconciliation is due to the VAT