



## BARDSEY CUM RIGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 19<sup>th</sup> February 2025 at 7pm in Bardsey Village Hall

**Commenced: 7.00 pm**

**Concluded: 9.00 pm**

**Present:** Cllrs Stentiford, Bosomworth, Denby, Flockton, Hoyland, Jackson, Tatman and 10 members of the public.

**Clerk:** Mrs VA Forbes

### **2425/119 Introduction from the Chairman**

Cllr Stentiford welcomed councillors and members of the public to the meeting.

### **2425/120 Public Participation**

A public session will commence for 15 minutes to receive comments from members of the public who attend. The public session will run as per the Standing Orders. Two residents from the Congreves attended to thank the Parish Council for their help and advice over building works at a property next to their house. 8 members of the public attended to discuss recent issues concerning Bardsey Fields.

### **2425/121 To receive any apologies and approve reasons for absence**

Apologies were received from Cllrs Osborne and Ward. Reasons were approved.

### **2425/122 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

None declared.

b) To receive, consider and decide upon any applications for dispensation

None received.

### **2425/123 To confirm the minutes of the full council meeting held on 15<sup>th</sup> January 2025 as a true and accurate record**

The minutes were confirmed as a true and accurate record and signed by the Chair.

### **2425/124 Financial matters**

a) To receive and note bank account balances at 14 February 2025

Community Account: £3,362.97

Business Premium ME 1: £68,426.24

The balances were received and confirmed by Cllr Jackson by signing the bank statements.

b) To approve the schedule of payments for February 2025 (Appendix 1) **Approved.**

c) To approve the bank reconciliation and budget comparison up to 14<sup>th</sup> February 2025 (Appendix 2) **Approved.**

d) To consider and decide on the Grant Application from the Bardsey Village Hall. The annual Grant Application from Bardsey Village Hall for £3000 towards their annual running costs was approved.

e) To consider and decide on the Grant Application from Bardsey with East Keswick Parochial Church Council  
The Grant Application from Bardsey with East Keswick Parochial Church Council for £200 to cover the annual cost of their recycling collection at All Hallows Church was approved.

f) To consider and decide on the quote from I.P.I Ltd to continue the twice yearly playground inspections at £105.00 + VAT (an increase of £5.00 per inspection) **Approved.**

### **2425/125 To receive an update on the following ongoing issues and decide further action where necessary:**

a) Relocation of the Playground Tennis Table (KO). The Playground Tennis Table has been relocated next to the adult sports equipment.

b) SIDS (MB)

The latest data from the SIDS is presented below:

Direction of Travel	Start Date	Start Time	End Date	End Time	Number Vehicles	Percent >30mph	85 <sup>th</sup> Centile	Max. Speed
North	04/01/2025	19:00	18/02/2025	14:00	49540	19.05	31	77
South	27/12/2024	13:00	18/02/2025	14:00	52838	35.89	33	76
West	09/12/2024	16:00	18/02/2025	14:00	45,857	17.51	31	75
East	20/09/2023	09:00	18/02/2025	14:00	44,295	11.50	30	62

c) Allotments (MB)

MB, DD, MW and the clerk to meet to discuss.

d) Highways (BH)

Prior to the meeting, Cllr Hoyland submitted a report which included the following:

**Bingley Bank** – In January, snow and ice remained in this area longer than anticipated which led to issues.

1. LCC unable to access to empty bins. The non bin collection was reported to LCC and the feedback was should be emptied within four days which wasn't carried out.
2. Grit bin – the grit bin was virtually empty and reported to LCC and received the following reply from LCC Salt Provision.

“Thank you for your enquiry. Highway Maintenance inspects and refills grit bins prior to the start of the winter period. Throughout the winter they are replenished/maintained depending on prevailing weather conditions and the availability of resources. Bins will be refilled subject to capacity as soon as possible.’

I informed LCC how steep and twisty this road is, that bins were unable to be emptied and how essential it is to maintain the supply of grit for residents to use on the road.

**Unstable trees** – In the Bardsey area there is a lot of concern relating to unstable trees. With the help of Cllr Robinson, a suitable letter to send to residents where necessary is being drafted.

Residents have an obligation as follows –

‘Tree owners have a legal duty of care. Under both the civil law and criminal law, an owner of land on which a tree stands has responsibilities for the health and safety of those on or near the land and has potential liabilities arising from the falling of a tree or branch. The civil law gives rise to duties and potential liabilities to pay damages in the event of a breach of those duties. The criminal law gives rise to the risk of prosecution in the event of a failure to discharge’

e) Village Pond (MB)

Outlet is flowing but some debris requires removal. The information board requires fixing. MB to contact the company who created the board.

f) Road crossing on A58 near Mill Lane (BH)

It was accepted that a zebra crossing was the most appropriate crossing for the location on the A58. Due to the zebra crossing requiring lighting and the subsequent engineering costs, the overall costs are considerably higher than originally expected and consequentially has increased funding implications for Bardsey Parish Council, the Harewood Ward and LCC Highways.

Ward Cllr Robinson has written to Officers to express the desire to begin consultation on the crossing ahead of funding being confirmed so that (a) identify any problems and (b) capture the voice of local residents so it is demonstrable just how much support there is for a crossing and back up and feed back to LCC not just a local priority. Also funding discussions are underway with regard to splitting funding and other possible sources of funding. Consultation letters have been sent by LCC to nearby residents.

There has been no update with regard to Bridleway 18.

g) Telephone Kiosk (LF)

Cllr Stentiford to post on facebook for interested parties to do maintenance work.

h) Website (KO)

KO updated the meeting that the new website is progressing.

i) Bingley Ginnel (GT, BH)

PROW feel the ginnel is adequately accessible and not requiring their involvement and have no objection to work going ahead as in the quote from the maintenance contractors which includes clearing footpath back to original width, hedge cutback so as not to inhibit passage, hedge top angled away from footpath, overhanging trees cut back, small conifer removed to allow access to handrail in an area which can be problematic in icy

conditions and the footpath beneath conifer cleared back to original width. It was resolved to go ahead with the work as per the quote from GGS Groundcare Ltd dated 4<sup>th</sup> November 2025 for £470 +VAT. This was due in part to the upcoming bird nesting season. Cllr Hoyland will ask PROW to write to the landowners adjoining the ginnel to ask that in future they maintain their hedges and trees. The decision to go ahead with the work was against the advice of the clerk.

PROW also advised that the Parish Council may be interested to know that the City Council (Public Rights of Way) operates a Paths Partnership Project (P3) with participating parish and towns councils in Leeds.

**2425/126 To receive an update on the following standing agenda items and agree any necessary action:**

- a) Park Field (MW)  
A tree has fallen over the path close to the old railway bridge and has damaged the fence. The clerk was asked to request GGS Goundcare Ltd attend to it.
- b) Playground (MW).  
Nothing to report.
- c) Sports Club (MB)  
The new bin enclosure now has 2 gates. Issues continue with the new bin contract.
- d) Bardsey Field (JJ)  
The East Keswick Wildlife Trust (EKWT) Chair, David Smith attended the meeting and gave an update. Yorkshire Water have given EKWT a grant towards natural flood management. This has enabled the drainage pipes that currently carry rain water from the school directly to the beck to be opened and rain water to be released into the field. This will help to relieve pressure on the beck and will also be beneficial to wildlife. Two hedge lines are being developed across the fields. This will create wildlife corridors. Compounds to contain trees have been installed which are also beneficial for wildlife. Permissive access for the public is hoped to be in place by midsummer. Stock proof fencing has been installed and there are 8 Dexter cattle on site. EKWT has biannual newsletters where conservation grazing is fully described. Volunteer groups meet at the fields every Friday and everyone is welcome. David Smith apologised for recent disturbances to neighbours including hard core delivery and drone activity. There has been hard core put down in the entrances. YW have been entering the fields to line their sewer pipes.
- e) Local Care Partnership Development (MB)  
Correspondence continues to be forwarded to councillors.
- f) Bardsey cum Rigton Neighbourhood Plan (ES,DD,LF,MB)  
Thanks to Cllr Stephenson for attending the recent meeting. A further meeting is required for councillors.

**2425/127 Planning matters**

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

Application Reference	Address	Proposal
25/00725/FU/NE	9 Wayside Crescent Scarcroft	Removal of existing conservatory to rear; erection of a part two storey part single storey rear extension; rendered walls; new patio door replacing old patio doors/windows to rear and new obscure glazed first floor side window <b>Object.</b>
25/00653/FU/NE	16 Wayside Mount Scarcroft	Demolition of side extension; Timber pergola to the side; Porch to the other side; Alterations to existing windows <b>Neutral.</b>
24/07160/FU/NE	Barn South Of Blackmoor Lane Bardsey	Change of use from agricultural building to form one dwelling with enlarged curtilage; erection of a single storey rear extension and insertion of mezzanine floor <b>Neutral.</b>

- b) To note decisions made by LCC:
  - i. Approvals  
24/07206 Woodview House, 3 Keswick Court 06/02/2025
  - ii. Refusals

- iii. Appeals  
23/05371 The Old Vicarage, The Ginnel 24/12/2025  
22/000823 Spear Fir Farm
- iv. Enforcements

**2425/128 To review/adopt the following policies and procedures:**

**2425/129 Matters requested by Councillors/Clerk:**

- a) To consider and decide on grass cutting on Grange Close.  
The clerk informed the meeting that the PC insurance company has advised the clerk to speak to their legal department. A telephone meeting is planned for the day following the meeting.
- b) To consider the future of the Village Website.  
Nothing to report.

**2425/130 To consider correspondence received and agree any necessary action**

The reports from the recent Tree Surveys indicated tree works required on Willan Woods and Park Field.

**2425/131 To receive an update from Parish Councillors**

- 1. Cllr Flockton informed the meeting that Tennis Club were drawing up plans for a new clubhouse.
- 2. Broken grit bins were reported on Spear Fir. Since the meeting Cllr Tatman and Mrs Tatman have removed the broken bins for which grateful thanks is given. Replacements grit bins are already in place.

**2425/132 To notify the clerk of matters for inclusion on the agenda of the next meeting**

**2425/133 To confirm the date of the next Parish Council Meeting on Wednesday 19<sup>th</sup> March 2025 at 7.00 pm in Bardsey Village Hall.**

The next Parish Council meeting is confirmed as Wednesday 19th March 2025 at 7.00 pm in Bardsey Village Hall.

**2425/134 To confirm the date of the Annual Parish Meeting on Wednesday 16<sup>th</sup> April 2025 at 7.30 pm in Bardsey Village Hall, followed by the Parish Council Meeting at 8.00 pm also in Bardsey Village Hall.**

The date of the Annual Parish Meeting on Wednesday 16th April 2025 at 7.30 pm in Bardsey Village Hall, followed by the Parish Council Meeting at 8.00 pm also in Bardsey Village Hall.



## BARDSEY CUM RIGTON PARISH COUNCIL

### Appendix 1

### Schedule of Payments February 2025

Below is a list of payments to be approved:

Payee	Details	Amount
Zen Internet Ltd	Broadband Village Hall (DD)	42.00
NEST	Pension (DD)	30.20
VA Forbes	Salary	931.19*
HMRC	PAYE & NI	55.70
Defib Store	Replacement Pads	78.00
GGs Groundcare	Tree works in Park Field	72.00
GGs Groundcare	Pond Clearance	72.00
GGs Groundcare	Digger Hire	194.40
Bardsey Village Hall	Annual Grant	3000.00**
North Yorks Council	Internet Core Charge	114.00***
Biffa	Final Waste Collection 27/12/24	81.00
Biffa	Excess Waste Charge 16/10/24	19.50
Barnes Associates	Tree Inspections	792.00
Bardsey with E Keswick Parochial Church Council	Grant towards recycling collection	200.00**

\* Clerk's salary was overpaid by £244.93 in January 2025. Will subtract the extra amount from the February payment which makes February actual payment £686.26.

\*\* Subject to Grant Award approval at the meeting.

\*\*\* Invoice is £132.00 but account is £18.00 in credit.

## Appendix 2

# Financial Report

### Bank Reconciliation

Prepared by: Victoria Forbes, Responsible Finance Officer

Date prepared: 16<sup>th</sup> February 2025

Balance as per bank statements at 14<sup>th</sup> February 2025

BANK STATEMENTS		
Community Account as at 14 <sup>th</sup> February 2025	£3,362.97	
Business Premium Account as at 14 <sup>th</sup> February 2025	£68,426.24	
Total		£71,789.21
Closing balance as at 14 <sup>th</sup> February 2025		<b>£71,789.21</b>
CASH BOOK		
Opening balance as at 1st April 2024	£62,830.82	
Add receipts (Precept £42,400, Grants £5188.00 Rent £830.00, unpresented cheque £10.00, Interest £213.32, VAT Refund £6014.25)	£54,670.57	
		£117,501.39
Payments to date	£45,712.18	
Cash book closing balance as at 14 <sup>th</sup> February 2025		<b>£71,789.21</b>

## Financial Update

The table below shows the Parish Councils expenditure to 14<sup>th</sup> February 2025 against the budget.

<b>Budget Heading</b>	<b>2024-2025 Budget</b>	<b>2024-2025 Current expenditure</b>
Clerk Salary	12,500	11,301.93
Clerks'/Cllrs' Expenses.	200	17.66
Gen. Admin.	300	149.48
Audit	550	390.00
Subscriptions/Membership	900	842.10
Playground	2000	343.00
Park Field	2000	4185.00
Grants	5000	763.75
Asset Maintenance	1000	1969.86
Waste Collection	1600	995.21
IT	1000	1397.34
Flower tubs	220	126.00
Insurance	1550	1496.75
Grass Cutting	1300	1125.00
Grounds Maintenance	5400	5750.00
Remedial work in village	2000	0.00
Public Rights of Way project	3000	0.00
WI FI	600	502.75
Village Meeting Place	5000	9180.00
Chair's Allowance	100	0.00
Training	250	0.00
Earmarked Reserves	13,500	713.00
General Reserves	30,000	
<b>Total</b>		<b>£40,532.93</b>

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