

**Outer North East
Parish and Town Council Forum**

Aberford and District; Alwoodley; Bardsey cum Rigton; Barwick in Elmet & Scholes;
Boston Spa; Bramham cum Oglethorpe; Clifford; Collingham with Linton; East
Keswick; Harewood; Scarcroft; Shadwell; Thorner; Thorp Arch; Walton; Wetherby;

Thursday 24 January 2014, 7:30pm

Chair: Cllr Matthew Robinson

Attendance

Cllr Matthew Robinson (Chair)	Harewood Ward
Ruth Reed	Aberford & District
Lyn Buckley	Alwoodley
Neil Buckley	Alwoodley
Barbara Hoyland	Bardsey
Linda Flockton	Bardsey cum Rigton
Claire Hassell	Barwick in Elmet and Scholes
Keith Langley	Barwick in Elmet and Scholes
David Thomson	Boston Spa
Val Whitbread	Bramham
Nicholas Fawcett	Clifford
Glyn Robins	Collingham with Linton
Pat Crampton	Collingham with Linton
Gaynor Dunning	East Keswick
Kevin Sedman	Harewood
Margaret Wilkinson	Harewood
Paddy Procter	Scarcroft
Debbie Potter	Shadwell
Barry Riley	Thorner
Sheila Humphries	Thorp Arch
Colin Pool	Walton
Harry Chapman	Wetherby
Carole Clark	LCC Area Support Team
John Woolmer	LCC Environmental Locality Team
Simon Frosdick	LCC Parks and Countryside

Apologies: Judith Pentith, Cllr Castle, Keith Dunwell

- 1.00** Cllr Matthew Robinson welcomed everyone to the meeting & introductions were made.
- 2.00** **Apologies** given as above.
- 3.00** **Minutes of last meeting** agreed as a true record
- 4.00** **Matters Arising**
 - 4.01** 4.0 – Cllr Robinson is meeting with BT to discuss the roll out of Superfast Broadband and is hopeful that this will be on the agenda for our next meeting. In the meantime

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continue to encourage residents to register their interest for superfast broadband at <http://www.superfastwestyorkshire.co.uk/>

5.0 - CC confirmed that some of the youth activity fund has now been allocated. Applications and guidance notes for 2014/15 will be issued shortly. Please share these with any organisations who may be interested in delivering activities. Herd Farm can provide a mobile climbing wall and inflatables which they can bring out to communities. CH suggested bringing these activities to Barwick on Maypole Day. CC will discuss with youth service.

CC

Thanks to those councils who have provided contact details for a young persons' champion. For those that haven't please consider nominating someone.

5.00 Grounds Maintenance – Simon Frosdick

- 5.01 Simon Frosdick, Contracts manager for Grounds Maintenance attended the meeting to provide an update and answer questions.
- 5.02 Simon outlined the key changes to the contract which are an increase in cuts from 12 to 14 and doubling the shrub bed maintenance. The cuts have to be carried out within specific time 'windows' and if they don't meet these they don't get paid. The specification for the width of cuts remains the same.
- 5.03 It is recognised that some areas were not maintained in accordance with the contract in 2013/14. The contract is being re-negotiated for 2014/15.
- 5.04 Grounds maintenance covers litter picking and cutting of grass verges, trees, and shrubs on highways, not public parks.
- 5.05 Rough linear grass is cut three times per year.
- 5.06 Farmers are responsible for cutting back their hedgerows; if there is a problem, such as a road sign being obscured, the Environmental Locality Team can take enforcement action.
- 5.07 Whilst the grass cutting schedule was increased from 12 to 14 cuts in 2013/14; in reality the contractor didn't achieve 14 cuts in some areas of the city, including Wetherby. Simon agreed to provide the number of cuts actually done in Wetherby.
- 5.09 The contractor should not be taking instructions from local residents only from Simon, he is happy to talk to parish councils about the schedule and will do what he can to accommodate the wishes of parishes, bearing in mind it is a very large citywide contract.
- 5.10 The contract was set up to be let as one contract with the option for parishes to opt out and take on their own parish. Parishes interested in doing this can speak to Simon. However they need to be aware that it is difficult to take elements of the contract for a parish, they would have to take over all the work for the whole parish.
- 5.11 Simon has 5 contract monitoring officers (soon to be 6). They check the work of the contractors in areas determined by feedback from local residents.
- 5.12 The contractors have to work in bad weather to keep to the schedule.

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- 5.13 The mild winter means the grass is growing, but there are no resources to provide an additional cut earlier in the year. Usually the grass cutting starts first week in March.
- 5.14 Verge overgrown at the side of the road on King Lane towards Bramhope (near five lane ends).
- 5.15 Daffodil locations are mapped. Any daffodils not mapped may get inadvertently mown down. Parishes should notify Simon Frosdick of any new bulb planting.
- 5.16 Cllr Buckley thanked Simon for a prompt response to his query.
- 5.17 The mapping system used by Continental Landscapes is available from their website. <http://www.continental-landscapes.co.uk/websites/leeds/grass-maintenance/>
- 5.18 Contact details for Simon Frosdick: simon.frosdick@leeds.gov.uk tel 0113 3957445.

6.00 Environmental SLA – John Woolmer

- 6.01 John provided an overview of the proposed new structure for the Locality team, which will include his existing services plus the housing caretaker role (not cleaning/clearing of properties), household bulky waste collection, graffiti removal, bush/ginnel maintenance, needle removal, public convenience cleaning and binyards.
- 6.02 The proposals include an Outer NE team with a team leader, enforcement officer, chargehand and operatives and a pathsweeper. John hopes to be able to provide more detail about this at the next meeting.
- 6.03 John is open to suggestions on the proposals for the new team, including the option for parishes to employ a lengthsman with support from John's team.
- 6.04 Ginnels – John is happy to discuss individual ginnel responsibilities with parishes. The council has a Public Rights of Way team who can deal with enforcement of overhanging vegetation on footpaths across the countryside.
- 6.05 John can provide stickers advising that dog poo can be put in litter bins.
- 6.06 Clifford – thanks to John for contributing to cost of new litter bins, but they are still having problems getting them emptied.
- 6.07 Harrogate Road, Alwoodley Gates – Harewood. Litter picking on this route is part of the Grounds Maintenance Contract. A clean up was done a few months ago. John's team has responsibility for ensuring the route is clean and clear for the Tour de France.
- 6.08 Harewood cemetery – the pathway up to the cemetery is very muddy and needs cleaning.
- 6.09 Refuse – The bulky item service has been reviewed. Households are now restricted to three collections per year, with a limit of four items per collection. Where

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households are provided with a brown bin collection service garden waste may not be included amongst the bulky items. Further information is available in the [report to Executive Board](#), 22 January 2014.

7.00 Business Plan priorities

7.01 Carole circulated the draft area committee business plan priorities for 2014/15. These set out the overarching priorities for the Outer North East area. Applications for Area Committee wellbeing funded have to demonstrate how these priorities will be supported.

7.02 If anyone has any comments on these, please contact Carole.

ALL

8.00 Update from Parish and Town Councils (sent by email)

8.01 **Barwick & Scholes** - Six Parish Councillors and a large number of residents attended City Plans Panel on 12 December when GMI had a pre submission consultation regarding the 2 PAS sites in Scholes. Alec Shelbrooke, a member of the PC and a resident all spoke against the development and felt the result was Barwick and Scholes 1 GMI 0. The Plans Panel indicated they felt an application was premature and should not be made until the Site Allocations Process was complete.

We have appointed Keith Langley as the new clerk to replace Chris Hassell.

A 3/4 size moveable football goal has been installed on Jack Heaps Field to provide an activity for young people possibly of all ages!

8.02 **Boston Spa** - There is to be a Public Inquiry into the non-determination by Leeds of an outline planning application for 104 houses at Green Lane. Tesco have appealed against the refusal of a CLUED (Certificate of Lawful Use) for the Crown Hotel. The former appeal is to be held in the village in May but we have not heard where the Tesco appeal will be held.

Our Neighbourhood Plan process is progressing apace and the first draft is about to be prepared.

Once again we are grateful to John Woolmer and his team for their rapid response to leaf litter problems and blocked gullies.

Highways are due to return to the village to complete their works on blocked and non-running road gullies and, hopefully, repairs to walls damaged by floods caused by those blocked gullies.

8.03 **Clifford** – Bramham and Clifford cricket club has been added to the list of assets of community value.

9.00 Any Other Business

9.01 A review of the role, number and targeting of PCSOs in Leeds is currently being conducted by the Safer and Stronger Communities Scrutiny Board. If Parish and Town Councils have any views about this, Cllr Robinson asked that they contact Cllr

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Barry Anderson, Chair of the Scrutiny Board or Cllr Peter Gruen, Executive Board member for Neighbourhoods, Planning and Support Services. Contact details are on the [council's website](#).

- 9.02 Snow clearing – Shadwell are interested in finding out from those parishes who do their own snow clearing who they use.
- 9.03 Cllr Robinson asked clerks to send Carole an up to date list of councillors for each parish.
- 9.04 Andrew Birkbeck was congratulated on winning the Citizens and Communities Directorate award for Citizens and Communities and the Corporate award. The award was for working with communities, the category details are: 'Demonstrating a can-do attitude, putting the people of Leeds at the centre of all we do. Engaging with the people and communities to understand and meet their needs and empowering people and their communities to do more for themselves'.

10.00 Date and time of meetings 2014

3 April, Treetops Community Centre
3 July
16 October