

**MINUTES  
OUTER WEST AREA PANEL MEETING  
5.30pm at Westfield Chambers  
Wednesday 29<sup>th</sup> October 2008**

**Attendees:**

**Area Panel Members:** Kevin Sharp (Chair)  
Brian Falkingham (Vice Chair)  
Margaret Rimmington  
Gillian Withers  
Derrick Armitage  
Councillor Richard Lewis

**Officers:**

Pamela Parker – Neighbourhood Housing Manager Pudsey  
Sharon Guy – Neighbourhood Housing Manager Wortley  
Kevin Bradbury - Neighbourhood Planner  
Marie-Pierre Dupont – Neighbourhood Planner  
Mary Kerr – Administration Officer (Minutes)

	<b>Action</b>
<p><b>1.0 Apologies for Absence:</b></p> <p>1.1 Apologies were received from Councillor Joe Marjoram.</p>	
<p><b>2.0 Minutes of the Previous Meeting Held on 6<sup>th</sup> August 2008:</b></p> <p>2.1 The minutes of the previous meeting were agreed by all as a true record.</p>	
<p><b>3.0 Matters Arising:</b></p> <p>3.1 <u>Arising from Item 3.2 – Sounding Boards</u> MR enquired what is happening regarding the list. KS mentioned that LW would bring this list to the next meeting.</p>	<b>LW</b>
<p><b>4.0 Community Partnership Agreements:</b></p> <p>4.1 MPD went over the report and Community Partnership Agreements consultation information about the priority to our tenants. The three priorities were discussed and panel were asked to base the bid decisions on the top three priorities. It was mentioned that the top priority was litter and rubbish, then car parking second and decency works third. It was stated that area panel bids are not for individual properties and the community partnership group will continue to monitor. Councillor Lewis mentioned car parking is a problem on all estates and expressed concern that money will go on places not registered to WNWHL. The area panel all agreed on the community partnership agreements.</p>	

## 5.0 Area Panel Bids:

### 5.1 APO1 – Funding a 40<sup>th</sup> Celebration party for Marsden Court

This bid requests funding for celebrating 40 years of the Marsden Court building. A questionnaire was sent to the 71 residents of which 64 were in favour, 2 were on holiday, 2 were away, 1 was in hospital, 1 in a nursing home and 1 was still in the process of moving in.

The value of the bid is for £868.50.

**This bid was approved.**

### 5.2 APO2 – Constructing an access road to New Street Grove

This bid requests funding for constructing an access road to 38 - 44 New Street Grove to enable easier access for the elderly and disabled residents. Drawings were produced reflecting the works proposed.

Consultation results given were 58 letters sent of which 35 responses were received, 34 were in favour and 1 no response.

The value of the bid is for £13,676.00.

Councillor Lewis emphasised that this was a major concern in this area and this may be the only way this could be achieved.

**This bid was approved.**

### 5.3 APO3 – Construction of a conservatory on Rycroft Green

This bid requests funding to construct a conservatory to the side of Rycroft Green that could be accessed from the community room. Drawings were produced reflecting the works proposed.

BF declared an interest in this bid and left the meeting whilst discussions took place.

Consultation results given were 44 letters sent of which 30 responses were received, 23 were in favour, 5 were against and 2 had no response.

The value of the bid is for £14,000.00.

Questions were raised over how many multi storey sheltered schemes are in this area and the possibility that this could create problems in the future.

**This bid was deferred until the next round of bids to be held in May 2009 due to insufficient funding in the capital budget of the area panel budgets.**

### 5.4 APO4 – Widening a driveway in Brookleigh

This bid requests funding for the widening of the driveway from the main access road to the rear of the hut by number 4 Brookleigh by 1.5m. Drawings were produced reflecting the works proposed.

MR declared an interest in this bid and left the meeting whilst discussions took place.

Consultation results given were 41 letters sent of which 28 responses were received, 28 were in favour.

The value of the bid is for £6,500.00.

GW enquired if this would be able to be continued from the previous bid to widen the driveway that was passed in the May round of bids hence saving costs.

KB mentioned that would be unable to say as it was not our decision.

GW enquired if it was the same area as the next bid APO5.

KB showed the maps reflecting the two different bids and areas for the widening of the driveways.

**This bid was refused. The panel felt they would like to wait for the results to see if the previous bid passed for widening another area in May 2008 is successful before proceeding with this one.**

- 5.5 **APO5 – Tarmac over the cobblestones and widening driveway in Brookleigh**  
This bid requests funding for the cobblestones to be tarmaced over enabling easier access to garages for disabled residents and the widening of the drive by the garages by 1.5m. Drawings were produced reflecting the works proposed. MR declared an interest in this bid and left the meeting whilst discussions took place.  
Consultation results given were 41 letters sent of which 28 responses were received, 22 were in favour, 2 were against and 4 had no response.  
The value of this bid is for £6,800.00.  
A question was raised that if the cobblestones were done but not the driveway widening what would the cost be?  
KB mentioned it could possibly work out about £1,500.00 less than the original bid.  
**The first part of the bid to tarmac over the cobblestones was approved. The second part of the bid to widen the driveway by the garages was refused, as panel felt would not make much of a difference.**
- 5.6 **APO9 – Fencing for a communal garden Butterbowl Drive**  
This bid requests funding for fencing off the rear of the block of flats on Butterbowl Drive from numbers 1 - 25. Drawings were produced reflecting works proposed.  
Consultation results given were 12 letters sent of which 11 responses were received, 11 were in favour.  
The value of this bid is for £6,000.00.  
KS enquired if this section to the back is fenced off, how will Glendales gain access to cut the grass and would it help to reduce the anti social behaviour?  
SG explained that it could stop the anti social behaviour but could also create environmental detriment.  
GW enquired if a lot of repair issues were reported regarding pipes etc.  
SG said yes but a lot of repairs are also logged for the Community doors.  
Councillor Lewis made reference to the improvements achieved when fencing was placed by the Wellstone block that was experiencing anti social behaviour.  
**This bid was approved.**
- 5.7 **APO23 – Funding for an adhoc gardener for Claremont Grove**  
This bid requests funding for an adhoc gardener to help the residents of the sheltered scheme maintain their flower beds.  
Consultation results given were 135 letters sent of which 79 responses were received, 74 were in favour, 3 were against and 2 had no response.  
The value of this bid is for £1,000.00  
**This bid was approved.**
- 5.8 **APO28 – Closing off three archways on Nutting Grove Terrace**  
This bid requests funding to close off three archways on Nutting Grove Terrace and to redirect a footpath to reduce the anti social behaviour the residents experience at the moment. Drawings were produced reflecting works proposed.  
Consultation results given were 97 letters sent of which 42 responses were received, 38 were in favour and 4 were against.  
The value of this bid is for £17,990.00.  
GW enquired if the archways were blocked off could the tenant not use the closed open space for storage which could cause problems later.  
SG said that this should not be done without gaining permission from the Housing Office as there is a flat directly above the archway.  
GW and SG enquired while the work is being done could fire proofing not be done on the ceiling at the same time as a precaution.

KB mentioned the price for doing this additional work is not included in the original costing for this bid.

Councillor Lewis stated this was a good bid and could achieve the purpose as the original bid had intended.

Councillor Lewis also pointed out the fire risk needs addressing now due to the youths setting fire on a regular basis under the archways and not what could happen in the future.

**This bid was approved.**

5.9 **APO33 – Fencing on Bawn Drive**

This bid requests funding for fencing to be placed from 74 to 80 Bawn Drive. Drawings were produced reflecting works proposed.

Consultation results given were 4 letters sent of which 3 responses were received, 3 were in favour.

The value of this bid is for £6,470.00

**This bid was refused. The panel felt that this should be for all of the streets without fencing rather than one street in isolation.**

5.10 **APO35 – Creating a pathway for Brookleigh wooded area**

This bid requests funding to provide a suitable pathway through the wooded area in Brookleigh for all residents to use to the main access gate. Drawings were produced reflecting works proposed.

Consultation results given were 41 letters sent of which 27 responses were received, 27 were in favour.

The value of this bid is for £6,080.00.

**This bid was approved.**

5.11 **APO44 – Fencing to Wellstone Way**

This bid requests funding for some steel palisade fencing to be placed to the garage area on Wellstone Way. Drawings were produced reflecting works proposed.

Consultation results given were 25 letters sent of which 13 responses were received, 12 were in favour and 1 against.

The value of this bid is for £2,000.00.

**This bid was approved.**

5.12 **APO54 – Funds for new communal doors and internal communal refurbishments**

This bid requests funding for new communal doors to be placed on block 26 - 39 New Street Grove and also for the internal stairs and communal areas to be refurbished. Pictures were shown regarding the works proposed.

The value of this bid is for £6,000.00.

Panel enquired why this was being put forward as an area panel bid and not being done through the capital budget.

MPD stated that all the other three blocks had been done through the capital budget but this one for some reason had been missed.

SG said she will speak with John Carlisle of the Capital Investment and Planning Team to enquire if the doors can be done by them.

**The first part of the bid replace the communal doors were refused. Panel felt these should be done on a Capital Scheme and not through the area panel.**

**The second part of the bid for refurbishing the internal communal areas and stairs was deferred and could be resubmit for the next round of bids to be held in May 2009.**

- 5.13 **APO61 – Funding for Christmas vouchers for Claremont Grove**  
This bid requests funding for £5.00 Christmas vouchers to be given to 123 residents of Claremont Grove who are alone.  
Consultation results given were 135 letters sent of which 77 responses were received, 71 were in favour, 4 were against and 2 had no response.  
The value of this bid is for £615.00.  
**This bid was refused. The panel felt the funding for this should be taken out of the money that is made by the TARA and not area panel funding.**
- 5.14 **APO62 – Provision for car parking on Bawn Approach**  
This bid requests for grass verges to be removed and car parking facilities provided on Bawn Approach.  
The value of this bid is for £26,889.00.  
**This bid was deferred until the next round of bids to be held in May 2009 due to insufficient funding in the capital budget of the area panel budgets.**
- 5.15 **APO65 – Fencing to Low Moor Side Court**  
This bid requests funding for fencing to be placed to the entrance of Low Moor Side Close. Drawings were produced reflecting works proposed.  
Consultation results given were 20 letters sent of which 12 responses were received, 9 were in favour and 3 were against.  
The value of this bid is for £1,600.00.  
**This bid was approved.**
- 5.16 **APO66 – Fencing to Whincover Drive**  
This bid requests funding for fencing to be placed by the garages on Whincover Drive. Drawings were produced reflecting works proposed.  
The value of this bid is for £2,800.00.  
GW enquired if the other section at the front of the garages is closed off. If not then fencing this part would be irrelevant.  
KB said he is unsure if that section is closed off but this can be looked into and if not, it could be done within the same price as would not need much.  
**This bid was deferred and can be resubmit in the next round of bids to be held in May 2009 as the panel felt a bit more information was needed.**
- 5.17 **APO75 – Funding Christmas celebration at Rycroft Green**  
This bid requests funding for a Christmas celebration to be held at Rycroft Green.  
BF declared an interest in this bid and left the meeting whilst discussions took place.  
KB stated that the total funding is £970.00 but part funding to the value of £450.00 has been secured by the bidder from other sources.  
The value of this bid is for £520.00.  
Consultation results given were 182 letters sent of which 61 responses were received, 43 were in favour, 17 were against and 1 no response.  
GW suggested the poor response could be because it was advertised as a Christmas party and some residents took offence to this and said this would need to be looked into for future bids.  
**This bid was approved.**
- 5.18 **APO82 – Fencing to Greenthorpe Hill**  
This bid requests funding for hedging to be removed and replaced with fencing to match the rest of the Greenthorpe Hill estate. Drawings were produced reflecting works proposed.  
The value of this bid is for £125,000.00.

**This bid was refused, as there is not sufficient funding in the area panel budget to carry out this work.**

- 5.19 **APO86 – CCTV cameras for The Heights East and The Heights West**  
This bid requests funding for additional cctv cameras to be placed to the gates on the ground floor chute rooms on The Heights East and The Heights West. KS declared an interest in this bid and left the meeting whilst discussions took place.  
The value of this bid is for £2,000.00.  
**This bid was approved.**
- 5.20 **APO87 – Replacement of flooring in The Heights East and The Heights West**  
This bid requests funding to replace the flooring in the foyers of both The Heights East and The Heights West block of flats. Pictures were shown regarding the works proposed.  
KS declared an interest in this bid and left the meeting whilst discussions took place.  
It was noted that there were 61 flats in each block of which there is only 1 leaseholder in The Heights West.  
Consultation results given were 120 letters sent of which 53 responses were received, 46 were in favour and 7 were against.  
The value of this bid is for £9,000.00.  
**This bid was refused. Panel felt that there were other bids of a greater priority.**
- 5.21 **APO88 – Decorate and carpet room in The Heights East**  
This bid requests funding to decorate and carpet the Tenant and Residents Association room in The Heights East.  
KS declared an interest in this bid and left the meeting whilst discussions took place.  
The value of this bid is for £1,500.00.  
**This bid was approved.**
- 5.22 **APO90 – Fencing on Gamble Hill Grange**  
This bid requests funding to place a fence around the flats on Gamble Hill Grange.  
Consultation results given were 198 letters sent of which 60 responses were received, 54 were in favour and 6 were against.  
The value of this bid is for £50,000.00.  
**This bid was deferred until the next round of bids to be held in May 2009 due to insufficient funding in the capital budget of the area panel budgets.**
- 5.23 **APO100 – Funding for Farnley Sports and Social Club**  
This bid requests funding to provide kits etc for 3 junior rugby league teams at the Farnley Sports and Social Club.  
The value of this bid is for £3,333.00.  
A question was raised if the company logo would be placed on the shirts of the kit.  
KB would check up on this but is certain it will.  
**This bid was approved.**
- 5.24 **APO101 - Fencing to Farrow Vale and Heights Drive**  
This bid requests funding to remove the bushes and complete the fencing to the communal area between Farrow Vale and Heights Drive. Drawings were produced reflecting works proposed.

KS declared an interest in this bid and left the meeting whilst discussions took place.

The value of this bid is for £1,100.00.

**This bid was approved.**

5.25 **APO102 – Placement of Hoop Type Barriers on Farrow Vale**

This bid requests funding to place hoop type barriers at the edge of the communal grassed areas on Farrow Vale. Drawings were produced reflecting works proposed.

KS declared an interest in this bid and left the meeting whilst discussions took place.

The value of this bid is for £1,350.00.

**This bid was approved.**

5.26 **APO104 – New magnetic locks for Poplar Mount Block 1**

This bid requests funding to place new magnetic locks on the entry doors of Poplar Mount block 1. Pictures were shown regarding the works proposed.

KB commented that no consultation had been carried out, as this was a number one priority for residents when the Community Partnerships agreements questionnaire was sent out. The questionnaire asked residents to list their first three priorities for their area.

The value of this bid is for £1,000.00.

**This bid was approved.**

5.27 **APO105 – Fencing the back of Butterbowl Drive**

This bid requests funding to place a fence to the back of Butterbowl Drive on top of an existing wall. Drawings were produced reflecting works proposed.

Consultation results given were 7 letters sent of which 5 responses were received, 4 were in favour and 1 against.

The value of this bid is for £17,600.00.

**This bid was refused. Panel felt it was impractical to fence such a large area and said the bid should be reworked and could be resubmit for the next round of bids to be held in May 2009.**

5.28 **APO107 – Resurfacing pathways at Dawsons Corner**

This bid requests funding to resurface all the pathways around the Dawsons Corner sheltered scheme.

DA declared an interest in this bid and left the meeting whilst discussions took place.

The value of this bid is for £46,200.00.

**This bid was deferred until the next round of bids to be held in May 2009 due to insufficient funding in the capital budget of the area panel budgets.**

5.29 **APO109 – Brick edging and Stonework on Heights Way**

This bid requests funding to place brick edging and stonework on the grass verge to prevent residents from parking on the area on Heights Way. Drawings were produced reflecting works proposed.

KS declared an interest in this bid and left the meeting whilst discussions took place.

Consultation results given were 26 letters sent of which 9 responses were received, 8 were in favour and 1 against.

The value of this bid is for £8,903.00.

**This bid was refused. Panel felt that because of the historic parking problems in this street, placing the brick edging and stonework to the grass area could create conflict and more problems.**

- 5.30 **APO123 – Funding for Staff Diversity Champions Group Events**  
 This bid requests funding for future staff diversity champion group, diversity events to be held in the Outer West panel area.  
 The original bid request was for a total of £10,000.00. As this amount was over the maximum grant allocation for this area, a request was made to the panel to maybe look at providing funds for half of this now and the other half in the future. The total value of this bid is for £10,000.00.  
**This bid was approved to the value of £5,000.00.**
- 5.31 **APO129 – New equipment to play area Low Moor Side Close**  
 This bid requests funding for new play equipment to be provided to a play area on Low Moor Side Close. Pictures were shown regarding the works proposed. The value of this bid is for £1,620.00.  
 MPD stated information has been provided that this playground at the present moment is a health and safety issue.  
 Questions were asked about how well used the playground is as does not seem to reflect it is well used on the pictures.  
 MPD said she would need to look into this.  
**This bid was refused. Panel felt that this bid was lacking sufficient information on how well used the play area is and the condition of the existing equipment. This would need to be looked into with more depth.**
- 5.32 **APO130 – Fencing to Pudsey Road**  
 This bid requests funding to place fencing to a communal area on Pudsey Road. Pictures were shown regarding the works proposed.  
 The total value of this bid is for £2,000.00.  
 GW enquired if the driveway belongs to the owner of the property whose entry is by the side door, and if this is closed off they would be unable to gain access to their home.  
 SG commented that it is a pathway by the side of the property and not a driveway.  
**This bid was approved.**
- 5.33 **APO132 – Lighting to garages on Poplar Way**  
 This bid requests funding to provide lighting to the garage area on Poplar Way. Pictures were shown regarding the works proposed.  
 The total value of this bid is for £5,000.00.  
 Discussions were held about the number of street lights being moved at the moment on various estates by highways to give better lighting. Panel felt that maybe they should wait and see if the lamps are moved by highways when renewals are done in the area.  
**This bid was refused. The panel felt that this may be a highways issue.**
- 5.34 **APO133 – Demolition of old bin sheds on Farrow Road**  
 This bid requests funding to demolish old bin sheds on Farrow Road. Pictures were shown regarding the works proposed.  
 KS declared an interest in this bid and left the meeting whilst discussions took place.  
 The total value of this bid is for £3,423.00.  
**This bid was approved.**
- 5.35 **APO134 – Provision of extra parking on Poplar Mount**  
 This bid requests funding for the provision of extra parking spaces by Poplar Mount. Pictures were shown regarding the works proposed.  
 The total value of this bid is for £45,000.00 as per a quote received in January.



Questions were asked why are the garages on this area not being used? KS enquired if Brian (Neighbourhood Management Officer) for this area could not do a leaflet drop to each flat encouraging them to use the garages. SG said she would look into getting Brian to do this.

**This bid was refused. Panel felt as there are empty garages in the immediate area, the residents should be encouraged to use the existing facilities first.**

5.36 **APO137 – Provision of car parking on Tong Drive**

This bid requests funding for the provision of car parking on Tong Drive. The total value of this bid is for £45,000.00.

**This bid was deferred until the next round of bids to be held in May 2009 due to insufficient funding in the capital budget of the area panel budgets.**

5.37 **APO147 – Lighting to the garages on Crimbles Court**

This bid requests funding to improve the lighting by the garages on Crimbles Court. Pictures were shown regarding the works proposed.

The total value of this bid is for £10,000.00.

PP gave a brief insight into this area where the lighting is needed and the reasons why.

A question was raised if all the garages are tenanted.

PP confirmed they were all tenanted.

**This bid was approved.**

5.38 **APO184 – Funding for a table for The Heights East**

This bid requests funding for a table to be bought for when meetings are held by the TARA in the community room at The Heights East.

KS declared an interest in this bid and left the meeting whilst discussions took place.

The total value of this bid is for £140.00.

**This bid was approved.**

5.39 **APO185 – Funding for printer cartridges and paper for The Heights East**

This bid requests funding to enable The Heights East TARA to buy printer cartridges and paper.

KS declared an interest in this bid and left the meeting whilst discussions took place.

The total value of this bid is for £140.00.

**This bid was refused. Panel felt the TARA funding that is granted should be used to pay for items such as these.**

5.40 **APO186 – Gates for the chute rooms on The Heights East and The Heights West**

This bid requests funding for gates to be fit on the ground floor chute rooms at The Heights East and The Heights West. Pictures were shown regarding the works proposed.

KS declared an interest in this bid and left the meeting whilst discussions took place.

The total value of this bid is for £1,700.00.

MR enquired if the previous bid approved in May 2008 for fencing around both the blocks would not alleviate this.

KB explained that although the fencing will be there, people would still be able to gain access to the area.

**6.0 Any Other Business:**

6.1 KS requested that if papers are bulky could they be sent special delivery in future.

**7.0 Date and Time of Next Meeting:**

**Wednesday 10<sup>th</sup> December 2008 at Westfield Chambers**

**5.30pm (5.00pm – Refreshments)**

**Signed.....**

**Date.....**