



East North East Area Management Team
The Reginald Centre
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Leeds
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Wetherby & Harewood Town and Parish Council Forum
Thursday 19th January, 2012

Attendance

Cllr Matthew Robinson (chair)	Harewood Ward Member
Cllr Anne Castle	Harewood Ward Member
Paul Thompson	Scarcroft
Sheila Humphreys	Thorp Arch
Colin Pool	Thorp Arch and Walton
Nick Fawcett	Clifford
Debbie Potter	Shadwell
Lesley Hoff	Shadwell
Glyn Robins	Collingham
Peter Hart	Scarcroft
Paddy Procter	Scarcroft
Linda Flockton	Bardsey cum Rigton
Judith Pentith	East Keswick
Ruth Reed	Aberford
Claire Hassell	Barwick & Scholes
Ben Hogan	Barwick & Scholes
Ron Aitken	Wetherby
David Thomson	Boston Spa
Graham Castle	Thorner
Chris Hassell	Barwick & Scholes
John Woolmer	Environmental Locality Team
Carole Clark	East North East Area Management
Andrew Birkbeck	East North East Area Management
Clive Hopkinson	Metro Leeds
Inspector Paul Dwyer	West Yorkshire Police

Apologies: Cllr Wilkinson, George Hall, Gaynor Anning, East Keswick

- 1.0 Cllr Robinson wished everyone Happy New Year and introductions were made.
- 2.0 **Apologies** given as above.

- 3.0 Minutes of last meeting** agreed as a true record.
- 4.0 Matters arising**
- 4.1 Boundary changes – Purpose of reviewing boundaries is to sort out any anomalies and to tidy them up for Neighbourhood Planning purposes. Any changes can be agreed by Leeds City Council. Discussion is ongoing amongst the parishes and they are seeking clarity over a public poll on reviewing boundaries. The approach should be to seek consensus. Parishes to send proposals to CC, and ward members will look at them. **All**
- 4.2 JW to pick up with parish concerned. **JW**
- 10.1 The SHLAA meeting took place on 6 December, 7pm at Wetherby One Stop Centre.
- 5.0 METRO**
- 5.1 Clive Hopkinson attended from METRO Leeds to address concerns raised at the previous meeting. The concerns relate to:
- 5.2 923 service from Otley to Tadcaster which services Wetherby, Boston Spa and villages on the A58. Changing the timetable has caused difficulties for older people getting to Wetherby clinic, the consultation over the changes was ineffective; there is no interchange on tickets for different services, and some of the buses are allegedly not accessible. CH agreed to check out the accessibility and acknowledged that the consultation process for subsequent changes to other services around Leeds has improved. **CH**
- 5.3 64/64A Service – occasionally buses are missing, or return journeys from Aberford into Leeds are not fulfilled. Buses have been driving over grass verges in Scholes. CH undertook to report back on these issues. The 64/64A is a commercially operated service by First Bus, but Metro are aware of the problems raised and have been in discussion with First Bus. **CH**
- 5.4 7S – problems with buses being late, buses are too large and too fast for Shadwell Village.
- 5.5 CH confirmed that the ‘Real Time’ information on bus shelters is operated by METRO.
- 5.6 CH advised that Parish Council’s can contact him direct with any problems. clive.hopkinson@wypte.gov.uk. If they are contact First about their services they should also copy CH in, and also copy the local ward members. **All**
- 5.7 Discussion also took place about how developer contributions towards transport were used, as they are not always spent in the relevant local area. CH confirmed that METRO are willing to have input into the Neighbourhood Planning process to identify how develop contributions

can benefit local communities.

6.0 West Yorkshire Police

- 6.1 Inspector Paul Dwyer introduced himself as the new Inspector for Wetherby and Harewood Neighbourhood Policing Team. He reported the latest figures for the NE Policing Division – 85.9% satisfied with the service they receive, 61.3% feel the police do a good job. 900 crimes down on predicted target for serious acquisitive crime. 31% reduction on serious acquisitive crime.
- 6.2 Inspector Dwyer stressed that Wetherby & Harewood NPT area is a 'low crime' area not a 'no crime' area.
- 6.3 Recent initiatives include a cycle tagging scheme, increasing village patrols, successful sensible drinking campaign in Wetherby Town Centre over Christmas, in partnership with Street Angels. Will be continuing road safety/speeding checks. Additional vehicles – landrovers and police car are valued additional resources.
- 6.4 Currently WYPA are consulting on how the public want to contact the police. Further information is on the website <http://www.wypa.org/section-item.asp?sid=18&iid=548>
- 6.5 In response to a question on reporting information on drug dealing to the police Inspector Dwyer responded that although it may look like there is not an immediate visible response, it is important that people think they are listened to.
- 6.6 Inspector Dwyer also confirmed that incident reports get a log number, once they are judged to be a crime they get a crime number. This may explain why damage to Clifford play area did not show in the crime figures.

7.0 Environment

- 7.1 John Woolmer reported that the new service is 4^{1/2} months in. Hayley Thackwray has been appointed as his deputy. The team's focus in autumn has been deleafing and flytipping, particularly tyres where thousands have been removed and a perpetrator has been caught.
- 7.2 New services for the team include gully cleaning, a share of the bush/ginnels team and a share of the graffiti team. All
- 7.3 Parishes to let JW know about any gullies that need attention – Litter bins – ordering process is quicker.
- 7.4 Lengthsmen – JW has had some discussions and will come back with some firmer proposals when the budgets are confirmed. JW
- 7.5 Now looking at SLA for 2012/13, consulting on what works well, what can be done better? JW

7.6 Scholes in Bloom litter pick and LCC pick up the bags, but only pick up white bags. JW to ensure that the In Bloom group have sufficient white bags, and ensure they are collected. Also to see if crews can pick up black bags. JW

7.7 David Thomson congratulated JW on the work undertaken in Boston Spa and asked for thanks to be passed on to Hayley Thackwray.

7.8 JW to check out if the council can empty bins in Scarcroft which Npower have offered to provide. JW

7.9 JW apologised that the litter bins in Clifford weren't emptied for a month over Christmas, this shouldn't have been an issue. He also agreed to check that the road sweepers were sweeping adopted courtyards. JW

7.10 Access for 'In Bloom' groups to council tips is being looked at citywide.

7.11 The bus stop in Shadwell no longer has a bin. The parish council will approach METRO.

8 Localism

8.1 Andy Birkbeck provided the following update:

8.2 Pilots are progressing well – all 6 parishes are in the process of setting-up a working group. Public meetings have been held.

8.3 More parishes beside have shown an interest in neighbourhood planning including Aberford, Bardsey, Collingham with Linton, East Keswick, Scarcroft, Shadwell, Thorner and Wetherby TC.

8.4 SHLAA meeting held in early December was a success and has engaged the parishes. Thank you to the parishes on maintaining confidentiality over information shared at the meeting.

8.5 A further 2011 SHLAA list has been produced by the Council. AB will circulate an updated list and links to the website.

8.6 AB is trying to get some answers out of planning regarding timescales and how Parishes can officially register their intention to create a neighbourhood plan. AB

8.7 Responses have been submitted to the consultations for the Community Infrastructure Levy and Neighbourhood Plan consultations from both the Area Committee and the Project Board. Many Parishes also followed suit so thanks for that.

8.8 Parishes are asked to take the time to fill in the proforma which has been circulated to all Parishes. This feedback is required to help All

improve how AB targets information regarding funding.

9.0 Update from Parishes

9.1 **Collingham & Linton:** Tesco are today sending a questionnaire to all Collingham residents to ask in favour or against a Tesco Express store opening in the old Star building which has been left empty and decaying since 2010.

9.2 **Shadwell:** Still negotiating with LCC regarding commercial asset transfer of the library. Some Shadwell PC volunteers are now running the library for part days. Funding continues to be a problem.

9.3 **Barwick & Scholes:** new playground due any time for Barwick. The Parish Plan and Village Design Statement are in progress and nearing completion. The Neighbourhood Plan is in progress. Working on Queens Jubilee Gala Day 4th June.

9.4 **Boston Spa:** Jubilee celebrations arrangements pretty well sorted [to include, Jazz night in Village Hall, party and hog roast with children's entertainment and fireworks on riverside meadow, children's/schools art competition, Yorkshire Film Archive film show and Jubilee themed Gala in June].

Church Fields Community Liaison group formed for meetings with Taylor Wimpey.

High Street improvements/trader support working party formed.

New youth club up and running and working well [police report lowest anti social behaviour problems for some time.]

Thorner: Preparations for the Jubilee are ongoing and events anticipated over 2 or 3 days.

We met recently with highways to discuss parking issues and blocking of bus routes in the village.

East Keswick: On 14 January East Keswick PC hosted a Newcomers' Lunch for residents who had moved into the village during the last three years. As well as current and past Councillors, 36 attended, together with a number of children. There was rolling slide show of past events and the opportunity to find out what goes on in the village, with copies of the Parish Plan, Village Welcome Pack etc. to take away. A hot buffet lunch was provided and one or two Councillors joined each table. A few guests were keen to become involved in village activities, with offers of help received for the Diamond Jubilee Gala in June.

10.0 Any Other Business

10.1 No news yet on fortnightly bin collections.

Information was circulated on [National Energy Week](#) and on [Northern Lights](#). (a celebration of the leading lights from the worlds of business, science and technology, academia, public service, politics, culture, the arts and social and community action living and working in the north of

England).

- 10.2 The Parishes have received a number of complaints about the suspension of the brown bin service over the winter months.
- 10.3 And finally.... Congratulations to Councillor Ann Castle who is to be the next Lord Mayor.
- 11.0 Date and time of next meeting**
Thursday 19th April, 2012, venue to be confirmed.



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**Wetherby & Harewood Town and Parish Council Forum
Thursday 19th April, 2012, Wetherby Town Hall**

Attendance

Cllr Alan Lamb (chair)
Cllr Gerald Wilkinson
Cllr Anne Castle
Ron Aitken
Colin Pool
Ruth Reed
Derek Armitage
Angela Windle
Judith Pentith
Linda Flockton
Gaynor Anning
Gwen Brown
Nicholas Fawcett
Sheila Humphreys
Debbie Potter
Ben Hogan
Claire Hassell
John Woolmer
Mark McLaughlin
Carole Clark
Andrew Birkbeck

Wetherby Ward Member
Wetherby Ward Member
Harewood Ward Member
Wetherby
Thorp Arch and Walton
Aberford
Collingham with Linton
Boston Spa
East Keswick
Bardsey cum Rigton
East Keswick
Thorner
Clifford
Thorp Arch
Shadwell
Barwick & Scholes
Barwick & Scholes
Environmental Locality Team
Continental Landscapes
East North East Area Support Team
East North East Area Support Team

Apologies: Cllr Robinson, Inspector Dwyer, Val Whitebread (Bramham);
Glyn Robbins (Collingham with Linton), David Thomson
(Boston Spa);

- 1.0** Cllr Lamb welcomed everyone to the meeting and introductions were made.
- 2.0** **Apologies** given as above.
- 3.0** **Minutes of last meeting** agreed as a true record.

4.0 Matters arising

- 4.1 Boundary Review - Carole has received information on boundaries from Steven Wood, Debbie Potter, and Colin Poole. The information received relates to Boston Spa, Shadwell, Thorp Arch, Walton, Bramham, Clifford, Thorner, Aberford, Barwick & Scholes and Wothersome. **All**
- The information has been passed to Cllr Procter.
The next polling districts review is scheduled to take place in 2013 and this will include the parishes.

- 4.2 Metro – No-one has had any feedback from METRO. Agreed to follow up with a letter. **CC**

5.0 Grounds Maintenance

- 5.1 Mark McLaughlin attended from Continental Landscapes who have a five year contract for grounds maintenance.

- 5.2 They have split Leeds into three areas to provide a more localised service, based on the ALMO areas – ENE, WNW and Aire Valley. Each area has a depot with a contract manager and dedicated team. The ENE division is divided into 7 sub divisions each with a work programme. Where possible staff are working near to their home to encourage a sense of pride and ownership in their work. All staff, including those that transferred over from Glendales have undertaken an induction and a skills assessment. The aim is train all staff to NVQ level 2.

- 5.3 The programme is on schedule despite the weather. The contract specification includes litter picking prior to grass cutting. The first cut can be problematic due to the build up of litter over the winter months. The specification requires the grass to be cut to a length of 25mm on all cuts, including the first of the season. John Woolmer to find out why this was specified. **JW**

- 5.4 The contractor is required to make 13 cuts per year; some areas are getting fewer cuts than under the previous contract.

- 5.5 Cllr Hogan commented that the contractors had got off to a good start. Cllr Castle said she had already met with Mark McLaughlin and is very confident in the contractor.

- 5.6 John Woolmer has a role in contract management and any problems can be referred to him. The contractor can also be contacted direct:
Email mark.mclaughlin@continental-landscapes.co.uk
Mobile 07753 705 181

6.0 Environmental Service

- 6.1 Some requests for gully cleaning have already been received. The ENE area has 1 gully cleaning tanker which works a 7 day week. Continue to send any requests to John Woolmer. Where the gully is

- continually inaccessible due to parked cars, the tanker driver should make a note and revisit them at a different time.
- 6.2 Areas receiving frequent road sweeping are on an 8 day cycle so that areas are not visited on the same day every week. This can also be applied to areas that are swept less frequently. Thorner is an area which would benefit from this.
- 6.3 John Woolmer agreed to share the road sweeping schedules but pointed out that they are subject to change at short notice, dependant on staffing.
- 6.4 Path sweepers are monitored by 'Tom Tom' satnav systems, so any incidents of them driving too fast should be picked up.
- 6.5 Cllr Hogan praised staff that cleaned up Scholes prior to the In Bloom judging. The In Bloom group now have sufficient white bags which are collected by LCC.
- 6.6 Bins in Scarcroft provided by NPower, will be emptied by LCC. There is still a problem in Clifford where bins are not being emptied regularly.
- 6.7 The Council has now agreed corporately that In Bloom groups can have free access to council tips. They will need to complete a form.
- 6.8 John Woolmer has now got his budget for 2012/13, and is hopeful that there will be some additional litter picking resource which can be negotiated with ward members and parish councils.
- 6.9 **2012/13 Service Level Agreement (SLA)** - going to the Area Committee on 2 July. Additional services include dog wardens, this will be a responsive service due to the limited resource, and clearing ginnels – parishes can highlight any areas of concern with John Woolmer.
- 6.10 The priorities and expectations of ward members for the 2012/13 are summarised as follows:
- Would like to see further work done on arterial routes (for example litter picking of grass verges on main roads);
 - Would like to see more evidence of the service operating pro-actively, rather than re-actively;
 - Quick clearing of fly tipping is a priority;
 - Need to respond to sites identified by Members where flooding appears to be a frequent problem caused by blocked gullies;
 - Clearing leaves from paths in autumn remains a priority;
 - Ensuring all existing litter bins are emptied before they overflow;

Contact John Woolmer if you have any comment or feedback on these

- 6.11 Leaf clearing – was not helped by the brown bin collection stopping early. Ward members will follow that up. Ward Cllrs
- 6.12 Cleaning around private recycling sites – not responsibility of John

Woolmer's team, but he will look at what can be done to improve them.

Timings of bottle bank emptying – again not specifically John Woolmer's responsibility but he can follow up any problem.

8 Localism

- 8.1
- a) The Localism Officer made the following key points:
 - b) The government's National Policy Planning Framework (NPPF) is now in place and there remains an emphasis on accepting all sustainable development so long as it is in accordance with local plans (including the council's Local Development Framework (LDF) and Neighbourhood Plans).
 - c) The council had now published its Core Strategy and the consultation period on this document had now concluded (12th April 2012). The Core Strategy will now be subject to an independent inspection by a government appointed examiner. It is anticipated that the Core Strategy will become adopted in spring 2013. Contained within the Core Strategy is a target for approximately 4,600 additional dwellings to be built in both Harewood and Wetherby Wards over the next 15 years.
 - d) The regulations that govern Neighbourhood Plans have also been published (6th April 2012) and those Town and Parish Councils actively engaging in neighbourhood planning can now register their intention to produce a plan with the City Council.
 - e) A report is due to come forward from officers on how Leeds City Council is to practically address the issue of Neighbourhood Plans in June (20th). This report is to be presented to the Executive Board for their consideration. It is hoped that this report will contain some much needed guidance on how Parishes should proceed and interact with the City Council on the statutory processes outlined in the regulations.
 - f) Kathryn Holloway of Planning Policy has now gone on maternity leave so the new neighbourhood planning lead contacts are:
Ian.MacKay@leeds.gov.uk 0113 2478090 and
Heather.Suggate@leeds.gov.uk 0113 3950677
 - g) Walton Parish Council have produced an outline draft of their Neighbourhood Plan that is to be subject to a public consultation from 20th April 2012 until 1st June 2012. To view this draft on their website follow the link http://www.walton-c.gov.uk/?page_id=159

9.0 Update from Parishes

9.1 Aberford

The Village Design statement is almost complete. The Neighbourhood Plan is underway but in its very early stages.

Provision of a recreation area for the older children of the village is

progressing. It is the intention to initially provide a tennis court and a MUGA but perhaps a Green Gym in the future.

9.2 **Bardsey -Cum- Rigton**

A Steering Group has now been set up to produce our Neighbourhood Plan and the aim is to draw up a rough document by June/July and to finalise the document by November.

Plans for the Bardsey Diamond Jubilee Fest weekend from 1st to 5th June are now being finalised.

9.3 **Boston Spa Parish Council**

The main issue at the moment is the threat of a Tesco Express store in the Crown Hotel which is causing a lot of angst among the residents and shopkeepers. An action group has been set up comprising Parish Council reps and local businesses and concerned individuals.

The replacement street lighting for High Street is now in the final stage of discussions with Leeds/SSEC.

Work is expected to start soon on Church Fields. The Community Liaison Group with Taylor Wimpey and the planners is still working well.

No response has yet been received from Metro to the questions and comments which were submitted to them following the last Forum meeting regarding bus services through Boston Spa.

9.4 **Collingham**

The Parish Council has raised concerns with about the traffic and pedestrian issues regarding the proposed Tesco Express Site. Derek has submitted a letter to the Wetherby News outlining these concerns.

9.5 **Shadwell**

The Yorkshire in Bloom judging took place on 2 April – fortunately before the snow.

The planning application for a new, private cemetery on Shadwell Lane has been withdrawn. It had seemed that this would have been refused. We await developments!

The arrangements for the Diamond Jubilee celebration are gathering pace and will start with a procession through the village to the School playing fields. During the afternoon, there will be a Village picnic, jazz band, numerous entertainments for children and adults alike. In the evening, a BBQ and Disco is to be held at the Village Hall.

We have been contacted regarding the War Memorial in Shadwell.

Over the years, some of the names have been worn away by the weather and a suggestion made that we should endeavour to restore the memorial in time for the 1914 war 100 year anniversary. Grants are available and we hope to progress this.

10.0 Any Other Business

10.1 None

11.0 Date and time of next meeting

Thursday 12th July, 2012, East Keswick Village Hall