



East North East Area Support Team
The Reginald Centre
263 Chapeltown Road
Leeds
LS7 3EX

Contact: Carole Clark
Tel: 0113 67629
Email: carole.clark@leeds.gov.uk

**Wetherby & Harewood Town and Parish Council Forum
Thursday 12 July, 2012, Wetherby Town Hall**

Attendance

Cllr Matthew Robinson (chair)	Harewood Ward Member
Judith Pentith	East Keswick PC
David Thomson	Boston Spa PC
Derek Armitage	Collingham with Linton PC
Ian Forster	Aberford PC
Ruth Reed	Aberford PC
Claire Hassell	Barwick & Scholes PC
Ben Hogan	Barwick & Scholes PC
Gwen Brown	Thorner PC
Steven Ward	Thorner PC
Val Whitbread	Bramham
Debbie Potter	Shadwell PC
Peter Hart	Scarcroft PC
Paddy Procter	Scarcroft PC
Margaret Wilkinson	Harewood PC
Peter Moor	Harewood PC
Carole Clark	LCC Area Support
Andrew Birkbeck	LCC Area Support
John Woolmer	LCC Environmental Locality Team
Paul Senior	LCC Community Sports
Karen Peck	LCC Community Sports
Jason Minott	LCC Community Sports

Apologies: Paul Thomson, Sheila Humphreys, Linda Flockton, Glyn Robbins, Colin Poole; Inspector Dwyer, Shaun Mulhern

1.00 Cllr Robinson welcomed everyone to the meeting and 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 Metro – CC has received an email from Clive Hopkinson at Metro

All

confirming that they are providing additional journeys on Service 923 before 10am between Scarcroft and Wetherby to satisfy requests received at Scarcroft Parish Council. Cllr Robinson and the Chair of Scarcroft Parish Council have been informed.

4.02 However Metro have not been back in touch with Boston Spa. Carole to pursue, and to raise with Wetherby Ward members. CC

5.00 Sport and Active Lifestyles Service

- 5.01
- Paul Senior – Club Development Officer
Tel 0113 2143481; mob: 07891 270626
paul.senior@leeds.gov.uk
 - Jason Minott – Active Sport Officer
Tel 0113 214 3483; Mob: 07891 279 223
jason.minott@leeds.gov.uk
 - Karen Peck – Active Lifestyles Officer
Tel: 0113 214 3475; Mob: 07545 604122
karen.peck@leeds.gov.uk

5.02 The Council's Sport and Active Lifestyles officers attended to provide an overview of their service which includes:

- Club Development – supporting sports clubs including support in achieving Club Mark accreditation.
- Signposting volunteers to sports clubs and maintaining a volunteer database for sports clubs.
- Providing advice and support on funding, including one to one sessions and funding workshops such as the one which took place at Bardsey.
- Increasing participation in sport for young people, facilitating inter school sports finals, creating pathways for young people to guide them from school sports to local clubs.
- Summer holiday programmes for young people. Working with 16+ age group to encourage participation in physical activity.
- Provide opportunities for people who are not interested in traditional sports;
- Working with partners to deliver activities – NHS, Higher Education, Adult social care, community groups;
- Mapping what activities are available;
- Deliver Sportivate events – an initiative to encourage 14 – 25 year olds to try a new sport.

5.03 Concerns were expressed about the Club Mark status because clubs are being told this could impact on their eligibility for rate relief if they do not have this status. Applying for Club Mark status can be a lengthy and bureaucratic process for small clubs, and without rate relief they will struggle to keep going. The view was expressed that clubs should be incentivised, not have benefits taken away from them. PS said he is happy to discuss any individual issues with clubs. Cllr Robinson will speak further with PS about this issue. Cllr R/PS
PS

PS also reported that clubs achieving Community Amateur Sports Club (CASC) status can entitle clubs to an automatic 80% rate relief plus a maximum further 10% discretionary relief.

- 5.04 Parishes asked for a directory of what activities are available in the villages. PS will look at this, should be possible as they have a database of clubs. PS/CC
- 5.05 JM will provide CC with a copy of the summer holiday programme so that it can be circulated to the parishes. It has already been distributed via the schools. It was acknowledged that it should have been sent to the parishes sooner. JM/CC
- 5.06 The sports officers link in with National Governing Bodies(NGB). PS is working with Yorkshire Cricket Board to get a cricket development group set up for ENE. The need for forums for all sports, not just cricket was acknowledged.
- 5.07 An example was cited of a local bowling club whose offer to work with a local school was refused because the club did not have CRB checks. The officers can give support to clubs who want to have better links with schools and can help overcome these barriers.
- 5.08 There is also a sports officer for older persons and for disabled people. These officers cover the whole city.

6.00 Environmental Service – John Woolmer

- 6.01 **Service Level Agreement for 2012/13** was circulated. JW pointed out that some areas of land previously omitted due to questions over ownership have been added in. The team structure chart was also circulated.
- 6.02 **Budget** for ENE Leeds is the same as last year, with no reduction. £2.2 million which equates roughly to £25 per household. The budget for litterbins is £19k, but there is a degree of flexibility in the budget headings.
- 6.03 **Gully Clearing** There is one gully tanker for ENE, to cover 45000 gullies, so during the recent rainy weather the work has been responsive rather than scheduled. The contact with parish councils has helped in being able to be proactive in dealing with gullies. Gully cleaning is under control, the problems arise where there are collapsed gullies, or gullies not having the capacity to cope with the flow of water. Collapsed gullies are reported to Highways. Collingham provided positive feedback on the gully clearing.
- 6.04 **Enforcement** - In response to a question about the enforcement team, JW provided details on the service which includes improper

disposal of waste, litter, dog fouling, flytipping, commercial waste and overgrown vegetation. The team has statutory powers and can act on a witness statement. They can work with parishes on particular issues, and will prosecute where necessary.

The income from fines, over and above legal costs, is ringfenced to the ENE team.

JW to provide information on the number of fines and prosecutions for the team. JW

In response to a query about the effectiveness of enforcement JW confirmed that planning and rights of way enforcement are not within the responsibility of his team.

6.05 **Litter bins** in East Keswick were overflowing, although they were emptied when the JW's team was contacted. Thankyou for the post mounted bins which have now arrived.

6.06 **Grounds Maintenance** - the following issues were raised in relation to the contract:

East Keswick haven't had any cuts and think that some areas have been taken out of the contract;

Barwick & Scholes – also think that there are areas seem to have been taken out of the contract;

Harewood - The grass cutting is carried out very speedily to the point of being dangerous, and the edges are not being cut.

Aberford – the grass verges from Hook Moor to the Village have been scalped down to the soil.

Generally - There seems to be a lack of communication between Parks and Countryside and Highways on roundabout maintenance;

It is not part of the contract to remove grass cuttings, they should be blown back onto the grass.

JW will refer these issues to the contractor for a response. For future issues parishes should contact John Woolmer or Giles Jeffs so that the council can build up a picture of the issues. Should parishes prefer to go straight to the contractor, they should copy in JW and/or GJ. JW

JW to confirm the employee figures as there is a perception that Glendales have less employees, and this could be a contributing factor to the lack of grass cuts. JW

Parishes can contact JW with any significant areas where grass T & PCs

cuttings are not blown back to the grass, and details of any specific pieces of land which they think should be in the contract.

JW

- 6.07 **Wheelie bins** - Brown bins – the collection day for East Keswick is Monday, but they are not being emptied until late on Tuesday. JW will refer to this to the refuse collection service.

It is good practice to put wheelie bins out no earlier than the night before, if they are put out earlier the council can take action against the perpetrators.

The council are currently piloting a fortnightly collection for green and black bins. It may be possible to have an additional green bin, anyone who wants one should contact Cllr Robinson.

- 6.08 **Leaf fall** – to assist the council in preparing for dealing with leaf fall, it would be helpful if parishes could contact JW with any particular areas where they anticipate a problem.

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7.00 **Localism**

- 7.01 The Localism Officer gave an overview of his Localism Project Plan Update as circulated with the agenda pack. The Localism Officer thanked the parishes for their support and patience throughout his first 12 months in post.
- 7.02 The Localism Officer said that the joint parish meeting on the site allocations process - held at the Wetherby One Stop Centre on 27th June - was well attended and was to be reconvened in early to mid August 2012. The Localism Officer added that the next meeting would be more interactive and will encourage greater inter-parish communication.
- 7.03 The Localism Officer informed the meeting that a 2nd Neighbourhood Planning Project Board was now up-and-running so all parishes were now involved in a best practice sharing forum.
- 7.04 The Localism Officer gave an overview as to where the neighbourhood planning process was currently at:
- It is a crucial time in the neighbourhood planning process. Parishes need to actively start considering potential sites for development in a constructive and progressive manner – assessing the needs and substantiality requirements of their respective communities for the next 15 years and beyond.
 - It is important to note that the Site Allocations would be occurring in any event but neighbourhood plans have given parish councils an opportunity to empower their local communities to help shape this process.
 - Unfortunately, some developers are trying to circumnavigate both the Site Allocations and neighbourhood planning process, causing understandable concern amongst local

people.

- 7.05 The Localism Officer informed the Forum that he was meeting with Ian MacKay tomorrow to discuss next steps for those parishes whose consultation has ended on their designated neighbourhood areas.

8.00 Update from Parishes

8.01 Boston Spa Parish Council

Current issues include the application by Tesco to convert the Crown Hotel into a Tesco Express store despite the overwhelming rejection of the idea by nearly 1500 residents. Our Clerk of some ten years excellent service is regrettably leaving us to pursue a more child friendly job opportunity so we are looking for a suitable replacement. Our Neighbourhood Plan is now progressing well but we are struggling to get the Environment Agency to complete the fish pass works and remove very two large trees which are jammed against it. The other significant issue is the perennial grass cutting where the new contract arrangements just do not seem to be working at all well. Finally remedial works to collapsed gullies or their sewer connections, identified up to two years ago and notified to Highways by street cleansing and/or Leeds Flood Risk Management after CCTV surveys , are just not being dealt with.

Shadwell

- 8.02 The Diamond Jubilee event was a great success and, being held on Saturday, we managed to avoid the rain! The beacon lighting on Monday was well received.

Yorkshire in Bloom judging took place. The weather has taken it's toll on many aspects of the In Bloom group's work.

A 99 years lease will be granted on the library and the Independent Library group will take over the running of the facility in January 2013.

We intend to renovate the Village's War Memorial.

9.00 Any Other Business

- 9.01 None

10.00 Date and time of next meeting