

# Cottingley Neighbourhood Improvement Plan Steering Group Meeting

## MINUTES

### Attendance:

Cllr Adam Ogilvie	Ward Councillor (Chair)
Cllr Angela Gabriel	Ward Councillor
Cllr David Congreve	Ward Councillor
Neil Collins	Aire Valley Homes
Elizabeth Comer	Aire Valley Homes
Aretha Hanson	South East Area Support Team
Jayne Holland	South Leeds Live at Home
Lynn Bailey	Healthy Communities, Health for All
Gregory Sallabank	Environmental Services
Tom Smith	Locality Team
Christine Robinson-Perkins	TRAC Committee Member
Vikki Blake	TRAC Committee Member

1.0	Welcome and introductions	ACTION
1.1	Welcome and introductions were made.	
2.0	Apologies	
2.1	<div> <div> Lisa Scott - LASBT  St Clair Brown – Youth Service  Tom O'Donovan – Area Support Team  Simon Lonsdale – Job Centre Plus  Inspector Ackerman –WYP  Rachel Brighton - NHS  Brendon Mannion – CAMS </div> <div> Robyn Holland - TRAC  Adele Bosworth - TRAC  Rev Jude Smith – Cottingley Church  Joanne Hainsworth – Extended Services </div> </div>	
3.0	Minutes and matters arising from the meeting held on 22 June 2012	
2.1	Matters arising were picked up through the Action Plans under agenda item 4.	
4.0	Action Plans	
4.1	<div> (a) <b>Children &amp; young people:</b> promote various events.  (b) <b>Older People:</b> none.  (c) <b>Community Engagement:</b> update from Cottingley in Bloom to be provided at September meeting.  (d) <b>Community Safety:</b> none.  (e) <b>Employment &amp; Skills:</b> Job/work club to be explored which would be aimed at providing information advice and guidance on a regular basis to encourage people to get into employment  (f) <b>Health:</b> promote various events. </div>	<div> All   VB   All   All </div>

## Cottingley Neighbourhood Improvement Plan Steering Group Meeting

### MINUTES

	(g) <b>Environment</b>	<b>ACTION</b>
	<p><b>Litter picking:</b> Vikki Blake has done a lot of litter-picking. Tom &amp; Vikki to liaise with each other to establish where the problem areas are.</p> <p>There is still a problem with people throwing litter out of the windows of the flats.</p> <p>Litter picking prior to grass cutting: there was an area where litter had been picked up before the grass was cut but some sections has not been done so there was cut up paper with grass cuttings. Tom to raise with Continental.</p> <p>Responsibility for shops/litter: all shops have a duty of care to keep the area tidy. If it can be proved that they are causing litter problems then action can be taken. Flats &amp; shop issues will be followed up by Tom Smith.</p> <p>Jointly funded big bins: have been ordered but still not delivered. Tom Smith/SEAST will follow-up to establish current position.</p>	<p>TS/VB</p> <p>TS</p> <p>TS</p> <p>TS/AH</p>
	<p><b>Multi-storey blocks:</b> data on the number of returned consultations to be provided at next meeting.</p>	<p>NC</p>
	<p><b>Recycling:</b> Concern noted that although everything had been approved, bins still not in place. Tom Smith will liaise with Finance and Highways and provide an update to Cllrs Gabrielle, Congreve and Ogilvie prior to September meeting.</p>	<p>TS</p>
	<p><b>Shop:</b> The shop is in a poor state and over-filled. Tom Smith will refer to environmental services for a safety check and see if enforcement action can be taken.</p> <p>Other issues raised in relation to the shop:</p> <ul style="list-style-type: none"> <li>• out of date items are being sold</li> <li>• MacDonalds Happy Meal toys are being sold</li> <li>• Morrisons bags for life which were given away free by Morrisons are being sold.</li> </ul>	<p>TS</p>
	<p><b>Overgrown trees:</b> Neil Collins to send information to Tom Smith who will liaise with Parks &amp; Countryside.</p>	<p>TS</p>
	<p><b>Accessibility for people in wheelchairs:</b> Elizabeth Comer to chase response.</p>	<p>EC</p>

## Cottingley Neighbourhood Improvement Plan Steering Group Meeting

### MINUTES

5.0	<b>Any other business</b>	
5.1	There will be a Christmas Fayre in Cottingley but date not yet set. TRAC will meet school / Jude to take forward planning for the event.	TRAC
6.0	<b>Date and time of next meeting</b>	
6.1	Meeting to reconvene in September and move back to Friday. Date to follow.	AH