



**Clifford Parish Council**  
**Minutes of the Meeting of the Council**  
**Wednesday 18<sup>th</sup> March 2015 at 7.30 p.m.**  
**Clifford Village Hall**

**Present:** Councillors N Fawcett (Chairman), G. Allan, T. Blackmore, O Milligan, P. O'Brien, S. Park A. Shaw, P. Winterburn

**In Attendance:** P Seed (Clerk)

**Apologies for absence** None

**Absent** Cllr. C. Aspinall

**15/41 Crime Report**

No PCSO present. .

**15/42 Declarations of Interest & Notifications of changes in the Members' Register of Interest.**

- a) Cllr Allan, Item 11 Northways playing field.
- b) There were no amendments to the Register of Interests.

**15/43 Public Participation Session**

No residents present.

**15/44 The Minutes of the meeting held on 18<sup>th</sup> February 2015**, previously circulated, were confirmed and signed by the Chairman.

**15/45 Chairman's Business.**

The Chairman reported that the owner of 62 The High Street has died. LCC will still pursue the repair of the property.

**15/46 Clerk's Report.**

**Received:** a verbal report from the Clerk.

All the allotments are now tenanted.

The clerk offered to hand deliver any nominations to Leeds City Council on the 31 March.

**15/47 Neighbourhood Plan:**

Cllr Blackmore reported that Plan is being amended to better define the areas of possible development on the west side of Willow Lane. The Plan was on schedule to be sent out in early May for statutory consultation.

**15/48 Changing Facilities at Northways**

Cllr Blackmore reported that the Football Foundation have inspected the building and agreed the final payment. Councillors thanked Cllr. Blackmore & others involved for their hard work in bringing the project to completion within budget and on time. Cllr Blackmore tabled the notes from a meeting discussing the responsibility for the day to day management of the building. These proposals to be agreed at the next meeting. It was noted that the lease will need to be amended to allow facilities to be rented out for meetings and functions.

**15/49 Cricket Ground**

Councillors expressed their concern at the lack of progress in the transfer of ownership particularly as there were groups willing to put in time and resources to refurbish the facilities.

**It was proposed by Cllr Fawcett and seconded by Cllr. Milligan that Sports Turf Services should cut the grass fortnightly for the time being. Carried unanimously**

**15/50 Lead Members & Committee Representatives.**

**Received:** the following verbal reports

- i) **Northways:** The clerk was asked to order some further mole treatment.
- ii) **Footpaths:** Cllr Shaw reported that the LCC have ascertained that the original line of Footpath No. 1 was some distance from the beck and have requested that this be corrected
- iii) **Allotments:** Cllr Shaw reported that the Allotment Holders Association has been set up & has agreed the proposals on the division of responsibilities between the Council & the Association.
- iv) **St Edwards Wood Greenspace:** Cllr Blackmore had previously circulated a planting scheme drawn up by students of Askham Bryan College. The scheme had been supported by the Woodland Trust. The clerk reported that the residents of St Edwards Wood had asked that the flat play area be preserved. Following a discussion it was agreed to go ahead with the scheme in its entirety with the detail to be confirmed after

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consultation with residents.

- v) **Clifford Directory:** Cllr Shaw reported that the Directory was on schedule.

## 15/51 Planning Matters

Received: verbal reports that

- a) Decisions known or received
- i) Front/side extension to outbuilding, 104 High Street – Approved
  - ii) Retrospective application for change of use and alterations to form two houses. 34 High Street - Approved
- b) Planning Applications considered by the Planning Working Group
- i) Dormer windows to rear, second floor windows to both sides. Millbrook House, Old Mill Lane - supported
  - ii) Single storey front extension. 1 Chapel Mews, Burns Way - supported

## 15/52 Financial Matters

- a) Receipts: To note the following:

i) Allotment Rents & bonds	£ 75.00
ii) Neighbourhood Plan Grant	£ 400.00

- b) To confirm the following payments to be made by cheque

i) Clerk's salary & expenses	Basic £444.97	VAT £	£ 444.97
ii) HM Revenue & Customs (Tax on clerk's salary)			£ 91.40
iii) P. Walker (Litter Warden Honorarium)			£ 65.00
iii) C. Allen (Web Site maintenance)			£ 200.00
iv) Tony Blackmore (NP Expenses Reimbursement)			£ 87.31

## 15/53 Risk Register

It was noted that the Northways changing rooms and the former cricket clubhouse had increased the value of council assets and that this should be reflected in the assessment.

**It was proposed by Cllr Shaw and seconded by Cllr. Milligan that the updated Risk Register, with the amendment, be agreed. Carried unanimously**

## 15/54 Celebration of the Queen's Reign

Deferred until next meeting.

## 15/55 Highways Maintenance Programme

The Leeds City Council's Highways Maintenance Programme was received.

## 15/56 Correspondence Update (other than that relating to specific agenda items)

- Clerk Magazine
- Clerks & Councils Direct Magazine
- LCR Magazine

## 15/57 Other reports/Notification of items for next/future meetings

- Noted that any reports/agenda items for the April meeting need to be with the clerk by Tuesday 7<sup>th</sup> April 2015

**The Chairman noted that this would be Cllr Winterburn's last meeting and he thanked her for all her years of service.**

There being no further business, the Chairman declared the meeting closed at 9.05 pm

## Clifford Parish Council

CHANGING ROOM INCOME & EXPENDITURE				05 March 2015							
				EXPENDITURE AGAINST BUDGET							
Cash In Bank		1,794.31		Project Phase	Budget	Expenditure	Difference	% Spent	Notes		
Committed Not Paid		3,200.00		Prof. & Planning	6,546	7,276	-	730	111%	CDM/ H&S more than estimate. No further expenditure planned	
Funds Remaining		-£ 1,405.69		Phase 1	30,187	29,520	-	667	98%	Phase complete	
PAYMENTS INTO ACCOUNT				Phase 2	50,748	46,207	-	4,541	91%	Phase complete	
			155,547.53	Phase 3	50,119	51,457	-	1,338	103%	Phase complete	
			Statement	Utility Services	16,900	20,400	-	3,500	121%	Phase complete	
23/04/2014	Clifford AFC	20,000.00	1	Equipment	5,000	7,157	-	2,157	143%	Phase complete	
22/05/2014	Clifford PC	50,000.00	2	<b>Total</b>	<b>159,500</b>	<b>162,017</b>	<b>-</b>	<b>2,518</b>	<b>102%</b>		
22/08/2014	FF Claim 1	£ 10,610.00	5	VAT Summary							
19/09/2014	FF Claim 2	£ 3,860.00	6	VAT Total	14,247.97				Football Foundation Summary		
29/09/2014	John Dunnington	£ 20,000.00	6	VAT Claimed	14,249.30	Claim	Amount	Paid			
17/10/2014	FF Claims 3 & 4	£ 6,035.00	7	VAT Paid	13,872.53	1	10,610	Y			
24/10/2014	FF Claim 5	£ 9,735.00	7	VAT To Be Paid	376.77	2	3,860	Y			
31/10/2014	FF Claim 6	£ 5,005.00	7	VAT To Claim	- 1.33	3	3,279	Y			
14/11/2014	FF Claim 7	£ 1,890.00	8			4	2,756	Y			
12/12/2014	Clifford AFC	£ 4,000.00	9			5	9,735	Y			
12/12/2014	FF Claim 8	£ 525.00	9			6	5,005	Y			
22/12/2014	FF Claim 9	£ 1,830.00	9			7	1,890	Y			
22/01/2015	John Dunnington	£ 750.00	10			8	525	Y			
22/01/2015	Clifford PC	£ 14,000.00	10			9	1,830	Y			
22/01/2014	VAT Claim	£ 12,328.59	10			10	4,400.00	Y			
09/01/2015	FF Claim 10/11	£ 7,435.00	10			11	3,035.00	Y			
05/02/2015	VAT Claim	£ 1,543.94	11			12	1,537.00				
	Refund PC	-£ 14,000.00				TOTAL	48,462				
						TO PAY	1,537				
						TO CLAIM					

# Clifford Parish Council

## Highways Maintenance 2015/2016 Provisional Programme

### WETHERBY - LOCAL ROADS



Structural Maintenance Schemes		Extent of Works	Nature of Work
ST JOHNS VIEW	BOSTON SPA	CLIFFORD MOOR RD TO HELMSLEY RD	KFC
ST JOHNS VIEW	BOSTON SPA	HELMSLEY RD TO PARK RD	KFC
ALBION TERRACE	CLIFFORD	ALBION STREET TO END	KFC
BURRELL CLOSE	WETHERBY	THIRD AVENUE TO END	KFC
NURSERY GARTH	WETHERBY	SCHOOL ROAD TO END	KFC

Preventative Surface Treatment Schemes		Extent of Works	Nature of Work
PARK ROAD	BOSTON SPA	WICKHAM AVE TO ST JOHNS VIEW	Micro Asphalt FST
CROPSTONES	BRAMHAM	FOLLY LANE TO END	Micro Asphalt FST
FOLLY LANE	BRAMHAM	ABERFORD ROAD TO END	Micro Asphalt
FOLLY VIEW	BRAMHAM	FOLLY LANE TO END	Micro Asphalt
STREET 5	THORP ARCH ESTATE	ROUNDAABOUT TO WIGHILL LANE	Surface Dressing
MCBRIDE WAY	WETHERBY	SCHOOL ROAD TO END (O/S HSE 13)	Micro Asphalt
OAKWOOD ROAD	WETHERBY	BARLEYFIELDS RD TO AINSTY RD	Micro Asphalt
OAKWOOD ROAD	WETHERBY	CUL DE SAC. LC2 TO END	Micro Asphalt
OAKWOOD ROAD	WETHERBY	CUL DE SAC LC6 TO END	Micro Asphalt
POPLAR AVENUE	WETHERBY	BARLEYFIELDS RD TO OAKWOOD RD	Micro Asphalt
POPLAR AVENUE	WETHERBY	CUL DE SAC OPP HSE 30 TO END	Micro Asphalt
SCHOOL ROAD	WETHERBY	YORK ROAD TO END	Micro Asphalt

Please note the programme of works above is provisional only and may be subject to change.

\*Stone products: Any street where the proposal is to replace either stone kerbs or flags will be subject to consultation with residents after the budget is confirmed and the programme has been finalised.

Please see 'Guide to Maintenance Treatments' for an explanation of the various programme types.

Key to Work Types:

**K = Kerb works**    **F = Footway work**    **C = Carriageway works**

[www.leeds.gov.uk](http://www.leeds.gov.uk)    [Highways Helpline 0113 222 44 07](tel:01132224407)



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