



Alwoodley Parish Council Full Council Meeting

Minutes of the Parish Council meeting held on Monday 1st March 2021 via remote link using Zoom.

Commenced: 7.02pm

Concluded: 8.45pm

Present: Cllr L. Buckley (Chairman)
Cllr N. Buckley
Cllr Williams
Cllr White
Cllr Towns
Cllr Smith
Cllr Illingworth
Cllr Hainsworth
Cllr Black
Cllr Fryer

Clerk: Rebecca Crabtree

2021/112 Introduction from the chairman

Cllr L. Buckley welcomed all to the meeting.

2021/113 Public participation (15 minutes)

Two members of public were present and raised the following:

- Concerns about planning application 21/01141/FU
- Enquiry about holding an event on the Village Green.

2021/114 To receive apologies and approve reasons for absence

Apologies were received by Cllr Greenberg and the reasons were approved.

2021/115 Declaration of Interests

a) To receive any declarations of interest not already declared under the Councils code of conduct or members Register of Disclosable Pecuniary Interests

None declared.

b) To receive, consider and decide upon any applications for dispensation

None received.

2021/116 To confirm the minutes of the full council meeting held on 1st February 2021 as a true and accurate record
Resolved to approve the minutes of the Parish Council meeting held on 1st February 2021.

2021/117 Financial matters

a) To approve the schedule of payments

Resolved to approve the schedule of payments. See Appendix 1.

b) To approve the bank reconciliation and budget comparison

Resolved to approve the bank reconciliation and budget comparison. See Appendix 2.

c) To agree to re-appoint Voluntary Action Leeds to carry out the internal audit for 2020/2021

Resolved to re-appoint Voluntary Action Leeds to carry out the internal audit.

2021/118 To receive information on the following ongoing issues, the Decision List and decide further action where necessary:

Cllr L. Buckley confirmed that the fruit trees have now been planted on the Village Green at no cost to the PC.

Cllr L. Buckley confirmed that the PC agreed at a meeting in September not to contribute to the cost of the Village Green car park extension and Cllr N. Buckley is going to have a meeting with V. Nunns at LCC to find out further information. Cllr Illingworth made Cllr's aware that some trees have already been cut down and this was discussed.

a) To receive an update about the LED speed sign project

The Clerk made councillors aware that the Working Group agreed for the speed sign to be installed on King Lane first. The Clerk has emailed LCC for an official quote and to start the process but has not yet received a response.

b) To receive an update on the telephone kiosk

Resolved to agree to repair the door at a cost of £415.37.

c) To receive an update on the Village Green waste bins

Resolved to defer the item to the next meeting as a meeting has not taken place with LCC.

Cllr L. Buckley made Cllr's aware that all parish councils have been requested to send a list of waste bins in the area to LCC so that the waste management map can be updated. The Clerk will send the email to all Cllr's.

Cllr Illingworth requested the Clerk to arrange the collection of the dog waste bags from LCC.

2021/119 To receive updates from the Parish Council's working parties

Cllr Williams gave an update about the newsletter. It was agreed to include an article about Alwoodley in Bloom and the need for new volunteers.

The Alwoodley Adder working party agreed to meet in the next couple of weeks to discuss the plaque.

2021/120 To receive an update from the Ward member

Cllr N. Buckley made Cllr's aware that work has commenced on the King Lane footpath. He is going to find out further information about what is being done.

2021/121 To receive the minutes from the Planning Committee and to receive an update about the recent meeting

Cllr White gave an update. The committee considered a number of applications and objected to properties on Winding Way, Alwoodley Lane and an appeal on Crescent View. The Cllr's agreed for all these applications to be referred to the Plans Panel.

2021/122 Matters requested by councillors/Clerk

a) To consider and agree arrangements for the band concerts on the Village Green in 2021 (BC)

It was noted that the current government guidelines may not allow for the June concert to go ahead.

Resolved that the Clerk will contact LCC to find out if the concert in June is due to go ahead and if so, the Clerk will order the chairs.

b) To consider and agree arrangements for the commencement of face to face meetings (BC)

It was noted that the legislation that allows parish councils to hold meetings remotely is due to end on 7th May 2021 and it is not yet known if this is to be extended. This was discussed including the option of changing the meeting date to an earlier date so that the PC can have its Annual Meeting of the Council remotely as government guidance will not allow more than 6 people to meet face to face on 10th May 2021.

Resolved to defer to the next meeting to see if the legislation has been amended and the PC can then make a decision.

c) To consider arrangements for the Annual Parish Meeting (BC)

Resolved to defer to the next meeting to see if the legislation has been amended and the PC can then make a decision.

d) To consider and agree financial procedures including online banking (BC)

Resolved that the Clerk will investigate online banking options with the current provider and will give an update at the next meeting. All agreed to transfer some funds to the treasurer's account.

e) To consider and agree to purchase further kerb signs (NB)

Resolved that the quote from LCC for new kerb signs is too high and Cllr N. Buckley will contact LCC to see if the cost will decrease if the PC places a bulk order. The Clerk will also obtain quotes.

2021/123 To notify the clerk of matters for inclusion on the agenda of the next meeting

- Waste bins
- Face to face meetings

Copies of the minutes of this meeting will be available on the Parish Council website: www.alwoodleyparishcouncil.org.

Copies are also available upon request to the Parish Clerk,

the.clerk@alwoodleyparishcouncil.org 07835949617 Alwoodley Parish Council, 60 The Avenue, Alwoodley LS17 7NZ

- Band concert arrangements

2021/124 Chairman's remarks and correspondence

Cllr L. Buckley read out correspondence from a resident thanking the lengthsman and the Parish Council for work that has been carried out on the grass verge outside her house.

The Clerk has received an email regarding the state of the play are. All agreed to invite the resident to the next meeting so that the he can raise his concerns in detail.

Cllr Hainsworth offered to attend the next YLCA meeting as Cllr Greenberg is unable to attend. It was noted that the PC did not receive an invite to the recent meeting and the Clerk will contact YLCA regarding this.

Cllr Illingworth made councillors aware that a number of fire hydrant signs are missing and the Clerk was requested to contact Yorkshire Water and the fire brigade regarding this as it is a hazard.

2021/125 To confirm the date of the next meeting as Monday 12th April 2021 in accordance with the agreed schedule Resolved that the next meeting will be held on 12th April 2021.

Appendix 1

Schedule of payments to be approved at the Parish Council meeting held on 1st March 2021

Chq No.	Payee	Details	Amount
1291	D. M. Hull	Lengthsman	£240.50
1292	HMRC	PAYE & NI	£5.20
1293	YLCA	Councillor training	£45.00
1294	R. Crabtree	Salary (Additional)	£158.50
1295	R. Crabtree	Contribution to SLCC membership	£41.00

Appendix 2

Bank Reconciliation and Budget Comparison

Bank Reconciliation

Alwoodley Parish Council

Financial year 2020/2021

Prepared by: Rebecca Crabtree, Responsible Financial Officer

Date: 23rd January 2021

Balance as per bank statements as at 19th January 2021

BANK STATEMENTS		
Treasurers Account balance as at 19th January 2021	£80,444.53	
Savings account as at 11th May 2020	£7,091.12	
Unpresented cheques	£3,117.35	
Total		£84,418.30
CASH BOOK		
Opening balance		£57,253.22
Add receipts (Precept and LCTS - £51679.00, Interest £0.61, VAT Reclaim £1589.67, Allotments £450)		£53,719.28
Payments to date		£26,633.45

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Closing Balance as at 19th January 2021		£84,339.05
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£79.25 difference in salary owed

Budget Comparison

The table below shows the Parish Council's expenditure to 19th January 2021.

Expenditure	2020-2021 Budget	2020-2021 Current
Regular Admin Costs		
Room Hire	£2,000.00	£540.00
Stationary	£500.00	£119.91
Books/Training	£500.00	£45.00
IT	£3,000.00	
Salary and related costs	£9,500.00	£5368.65
Lengthsman	£9,000.00	£5637.74
Insurance	£1,000.00	£810.37
Audit Fees	£400.00	£350.00
Membership/subscriptions	£1,400.00	£757.84
Newsletters	£1,500.00	£1700.00
Mileage/Taxis	£150.00	
Wi-Fi	£192.24	£160.20
Fitness Equipment	£1,000.00	
Elections	£500.00	
Allotments	£450.00	£450.00
Grants		
Grants	£2,000.00	£500
S137		
Events		
Band Concerts x 2	£1,120.00	
VE Day Event	£600.00	
Other agreed costs/projects		
Mini flowerbeds	£600.00	
Wild flowerbeds	£1,641.00	
Garden maintenance	£840.00	£414.50
Festive lights	£6,160.00	£5300.00
Footpath leaflet	£500.00	
Little Free Library	£200.00	
Play equipment	£0.00	
Front garden competition		
WW1 Commemorative garden	£0.00	
Public Rights of Way leaflet	£500.00	
Cold Calling Zone		
Tree budget	£1,600.00	
Tommy light	£200.00	
Friends of Scheme		

Defibrillator		£220.00
Speed signs		
Dog waste bags	£500.00	
Misc.		£2276.91
General Reserves		
Earmarked reserves	£5,000.00	
VAT	£0.00	£1982.33
	£52,553.24	£26,633.45