



Minutes of the Parish Council meeting held on Monday 7th March 2022

Commenced: 7.30pm

Concluded: 8.49pm

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

Clerk: Rebecca Crabtree

2122/127 Introduction from the Chairman

Cllr L. Buckley welcomed all to the meeting.

2122/128 Public Participation

No public were present.

2122/129 To receive any apologies and approve reasons for absence

Apologies were received from Cllr Illingworth and reasons were approved.

2122/130 Declaration of Interests

a) To receive any declarations of interest not already declared under the council's 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.

2122/131 To confirm the minutes of the Meeting of the council meeting held on 10th January 2022 and 7th

February as a true and accurate record.

Resolved to approve the minutes of the Parish Council meeting held on 10th January 2022 and 7th February 2022 as a true and accurate record.

2122/132 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.

2122/133 To receive information on the following ongoing issues, the Decision List and decide further action where necessary:

a) To receive an update about the LED speed sign project and consider other highway issues

Resolved to purchase and install a speed sign at a cost of £3500 at the agreed site on King Lane and agree that the PC will be responsible for any ongoing maintenance.

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 07532011269 Alwoodley Parish Council, 60 The Avenue, Alwoodley LS17 7NZ



b) To receive an update about the wildflowers at the end of the Lane/Avenue

Resolved to plant wildflowers at the gas substation site at a cost of £30. Cllr Fryer agreed to liaise with Northern Gas and plant the seeds.

c) To consider and agree arrangements for the Annual Parish Meeting

Resolved to invite Alwoodley in Bloom and it was noted that Friends of Adel Woods and the defibrillator trainer had confirmed their attendance.

2122/134 To consider matters requested by councillors/Clerk and agree any necessary action

a) To review and confirm the membership of the Working Parties (Clerk)

Resolved that Cllr Greenberg is to no longer be on the IT Working Party.

b) To note the damage to the Five Land Ends Fingerpost and agree arrangements (MI & RH)

It was noted that the sign had been damaged during an accident and it was **resolved** that Cllr Hainsworth would obtain a quote to replace the sign and the Clerk will contact the insurance company to request that they contact the person responsible and raise a claim.

c) To consider and agree the grant procedure (MI)

Resolved to approve the grant offer letter and the Clerk confirmed she will monitor and ensure any grants given follow the PC's terms.

d) To consider and agree to plant trees to celebrate the Queens Platinum Jubilee (PF)

Cllr Fryer proposed to plant three trees on the Village Green to celebrate the Queens Platinum Jubilee.

Resolved to agree the proposal in principal and that further enquiries need to be made including identifying a suitable site and species of trees. Cllr L. Buckley agreed to speak to LCC and will arrange a site visit.

2122/135 To receive updates from the Parish Council's working parties and agree any necessary action including the following:

a) Playground

Cllr Smith reported that she is meeting a contractor on site to discuss the play equipment refurbishment and a quote will be presented next month. All agreed that if needed, they would be happy for the contractor to supply the paint. Cllr Black made all aware that there is a pot hole near the new rope swing and the Clerk agreed to contact LCC.

b) Grassed area maintenance

Cllr Towns reported that the main areas have now been identified and they are continuing to work on the project.

c) Public toilet

Cllr Hainsworth reported that he had met LCC on site to discuss the proposal. A number of concerns were raised by LCC and they made a suggestion of installing an event space such as a band stand. This was discussed.

Resolved not to go any further with the project and due to the limited number of events, the PC agreed not to purchase an event space.

d) Platinum Jubilee Garden

Cllr Smith reported that the working group are having a meeting next week to discuss the available options.

e) Jubilee Event

Cllr Towns reported that he is attending a meeting with LCC to discuss the proposed event. It was noted that a number of events may possibly be organised by other groups in the Parish and this needs to be considered when agreeing to hold an event. This was discussed.

Resolved that the Clerk will make enquiries and correlate information about events that are taking place over the Jubilee weekend.

f) Any other working party

Cllr Williams reported that they are working on the newsletter and it will be ready shortly. Delivery of the newsletter was discussed.

2122/136 To receive an update from the Ward member

Cllr N. Buckley reported that he had attended the meeting about bus services. It was noted that the frequency of the routes may be cancelled in the area.

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2122/137 To receive an update about the recent Planning Committee meeting

Cllr White reported that the committee had objected to two planning applications on The Lane and The Valley due to a number of reasons and agreed to refer both to the Plans Panel. Two members of public were present and raised concerns about the same applications.

2122/138 To receive an update from members representing external bodies

Cllr Greenberg reported that he had attended the LBA Committee meeting. It was noted there are no new plans and the redevelopment has not gone ahead.

2122/139 To review/approve/adopt the following policies/procedures:

a) Grievance Policy

Resolved to approve the policy.

b) General Working Party Terms of Reference

Resolved to adopt the policy.

2122/140 To notify the clerk of matters for inclusion on the agenda of the next meeting

Cllr L. Buckley requested to include the APM meeting

2122/141 Chairman's remarks and correspondence

Cllr L. Buckley reported that a resident had enquired if the PC would be interested planting trees under the Queens Green Canopy initiative. The Clerk was asked to respond.

2122/142 To confirm the date of the next meeting as 4th April 2022 at 7.30pm

Resolved that the next meeting is to be held on 4th April 2022 at 7.30pm.

2122/143 Confidential item

a) To consider and agree to exclude the public and press under the Public Bodies (Admission to Meetings) Act 1960 s.2

Resolved to exclude the public to consider a sensitive matter and avoid prejudice if an investigation is to be undertaken.

b) To consider Council matters

Matters raised to the PC prior to the meeting were withdrawn by the individual and it was confirmed the matter will not be pursued further.

Appendix 1

Schedule of payments to be approved at the Parish Council meeting held on 7th March 2022

Payee	Details	Amount
R. Crabtree	Salary owed	£89.75
HMRC	PAYE & NI	£6.40
Leeds City Council	Trees	£942.00
Leeds City Council	Bin (Waiting for details as may be an error)	£450.00
YLCA	Conference – P. Fryer	£40.00
D.m. Hull	Lengthsman	£542.97



Appendix 2

Bank Reconciliation

Financial year 2021/2022

Prepared by: Rebecca Crabtree, Responsible Financial Officer

Date: 26th February 2022

Balance as per bank statements as at 10th February 2022

BANK STATEMENTS		
Treasurers Account balance as at 10th February 2022	£24,215.06	
Savings account as at 28th September 2021	£87,091.12	
Unpresented cheques		
Total		£111,306.18
CASH BOOK		
Opening balance		£81,392.55
Add receipts (Precept and LCTS - £51038.00, HMRC £2038 Allotments £450)		£53,527.50
Payments to date		£23,613.87
Closing Balance as at 10th February 2022		£111,306.18

Budget Comparison

The table below shows the Parish Council's expenditure to 10th February 2022

Expenditure	2021/2022 Budget	Current expenditure	Comments
Regular Admin Costs			
Room Hire	£2,000.00	£600.00	
Stationary	£500.00	£25.20	
Books/Training	£500.00	22.5	
IT	£1,000.00	£466.70	
Salary and related costs	£9,500.00	£6,685.59	
Lengthsman	£9,000.00	£5,481.78	
Insurance	£1,000.00	£823.19	
Audit Fees	£400.00	£350.00	
Membership/subscriptions	£1,500.00	£1,245.45	
Newsletters	£1,500.00	£986.00	
Mileage/Taxis	£100.00		
Wi-Fi	£192.24	£176.22	
Fitness Equipment	£1,000.00		



Elections	£500.00		
Allotments	£450.00	£450.00	
Grants			
Grants	£2,000.00		
S137			
Events			
Band Concerts x 2	£1,120.00	£460.00	
VE Day Event	£0.00		
Other agreed costs/projects			
Mini flowerbeds	£600.00	£260.18	
Wild flowerbeds	£1,750.00	1750	
Garden maintenance	£840.00	£416.00	
Festive lights and Tommy light	£6,500.00		
Little Free Library	£200.00		
Play equipment	£0.00		
Front garden competition	£500.00		
Public Rights of Way and footpath leaflets	£1,000.00		
Defibrillator	£500.00		
Dog waste bags	£500.00		
Misc		£2,578.64	Playground markings, Road markings, verge signs, Telephone kiosk costs,
General Reserves	£25445.00		
Earmarked reserves	£5,000.00		
	£75,097.24	£22,777.45	

Please note: The total amount is different to bank reconciliation due to VAT amount not on comparison.