



Appendix A

**Minutes of the Meeting held at
Alwoodley Community Hall, The Avenue, Alwoodley
on Monday 12th April 2010 at 7.30 pm.**

Commenced 7.30 pm
Concluded 9.25 pm

Present	Cllr L Fineberg (Chairman) Cllr C Allen Cllr J Brown Cllr L Buckley Cllr N Buckley Cllr R Gilbert Cllr D Kent Cllr J Pearlman Cllr A Robinson Cllr S Smith Cllr J Williams
In Attendance	Mrs L Moore – Locum Clerk

2010/56 Public Participation (15 mins)

Representations were received from Louise Swires seeking the Parish Council's support for a request to First Bus for an additional stop for the Number 51 bus. She supplied a letter and maps of the current route and proposed changes. The Chairman accepted these documents and the item will be placed on the May agenda for debate.

Further representations were received from Susan Groves. Firstly to confirm that a table will be available for the Neighbourhood Watch for leaflets at the Annual Parish Meeting. Secondly she sought an update on the progress of obtaining a meeting with Brodetsky School concerning the planning application and parking issues. The Chairman provided an update.

2010/57 Apologies for absence.

Nil

2010/58 Declarations of personal and prejudicial interests in items on the agenda.

Nil



2010/59 Minutes of the meeting held on Monday 1st March 2010

It was unanimously **resolved** to accept the minutes as a true record of what transpired at the meeting.

2010/60 Information from members and the Clerk of matters contained in the Minutes.

The Locum Clerk's report was received. The meeting with Brodetsky School was confirmed as Monday 26th April at 7pm. Cllrs L Buckley, Brown, Fineberg & Williams to attend.

2010/61 Minutes of the Planning Committee meeting held on Monday 1st March 2010.

Cllr Pearlman reported that most applications received by the Committee are for extensions.

Cllr Pearlman reported that a member of the public had attended the Planning Committee earlier in the evening to make representations about a neighbour's application. The Committee had agreed with the representations.

The Committee are querying several matters and seeking a visit from a planning officer after the May meeting.

It was unanimously **resolved** to receive the Planning Committee minutes for 1st March 2010.

2010/62 Arrangements for the Annual Parish Meeting and authorisation the expenditure of up to £50 on refreshments.

It was confirmed that all the invitees had agreed to attend the meeting on 20th April. It was unanimously **resolved** to approve expenditure on refreshments of up to £50. Cllr Allen to co-ordinate the refreshments.

2010/63 Finance Matters :-

a) **Schedule of payments.**

It was unanimously **resolved** to approved the schedule of payments excluding the domain name renewal which Cllr Kent had investigated and had proved to be a marketing ploy by an alternative supplier.



- b) **Clerk's delegated authority to spend up to £250 in consultation with 2 councillors in periods between meetings.**

It was unanimously **resolved** to give the Clerk delegated authority to spend up to £250 in consultation with any 2 of the 4 cheque signatories.

- c) **Grant application from Alwoodley Community Association re the Summer Gala.**

Cllr Gilbert asked that this item be deferred at the request of the applicant. It was unanimously **resolved** to defer this item.

- d) **Recommendation to appoint Mr M Hull as lengthsman from the Lengthsman Working Party.**

It was unanimously **resolved** to appoint Mr M Hull as Lengthsman. An identity card giving APC's details to be produced for him. Cllr Robinson proposed that a CRB check be carried out on this contractor, seconded by Cllr Fineberg. On a show of hands 2 voted in favour 7 against (Cllrs Allen & Gilbert abstained) and the motion was lost.

It was unanimously **resolved** to purchase high viz jackets to a value of £50.

2010/63 Procedural Matters :-

- a) **Adoption of discipline and grievance procedures in compliance with the Employment Act 2008 and the ACAS Code of Practice 2009.**

It was **resolved** to adopt the procedures. The Discipline & Grievance Panel to consist of Cllrs Brown, Fineberg, Pearlman, Smith & Williams. The Appeal Panel to consist of Cllrs Allen, L Buckley, Gilbert, Kent & Robinson. Appointments to run until May 2011. Cllr N Buckley is not involved as Cllr L Buckley is.

- b) **Update from the Standing Orders Working Party and approval of the purchase of 4 copies of the extended NALC guidance at a cost of £100 plus postage.**

The Chairman reported that a brief meeting had taken place and a further one was being arranged. It was **resolved** to give retrospective approval to the purchase of 4 copies of the extended NALC guidance.

- c) **Report from the Locum Clerk of duties undertaken to date and to agree ongoing arrangements.**



It was unanimously **resolved** that in accordance with s1(2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during consideration of the following item by reason of its confidential or special nature.

The Locum Clerk reported on work she had undertaken and outlined conversations with the Clerk concerning her return to work. It was unanimously **resolved** that the situation continue to be monitored and that the Clerk's phased return be facilitated in accordance with any recommendation made by her doctors. The Locum Clerk was asked to check the situation with sick pay and the new "fit note" rules.

It was unanimously **resolved** to readmit press and public.

d) **Arrangements for an away day on Sunday 23rd May 2010.**

Cllr Williams reported that Leeds Seventeen had again offered use of their premises for the event. Members expressed a preference for a three hour session between 11am and 2pm. Cllr Williams to check availability of the room at the proposed time.

The Locum Clerk reported on options for facilitation of the event. She then left the meeting while members considered the options.

It was **resolved** to ask Mrs Moore to facilitate the event at a cost of £30 per hour to include preparation and write up time.

The Locum Clerk returned to the meeting.

2010/64 Environmental Matters :-

a) **Flooding on the golf course path.**

This matter had been raised by Alan Patrick and correspondence has been received from Peter Harrand. It was unanimously **resolved** to note the information.

b) **Potholes in the parish.**

Following debate was **resolved** that Cllr Pearlman assist the Clerk in writing to Highways setting out the legal position and seeking urgent action.



c) Parking at King Lane/The Avenue.

Ownership of this land has been ascertained and Cllr Fineberg will provide an update at the next meeting.

d) Issues of commercial vehicle deliveries and parking within the parish.

It was unanimously **resolved** to ask the Clerk to write to Leeds City Council and ask if there are any byelaws relating to this matter.

Cllr Allen left the meeting at 9pm

2010/65 Update from the Communications Working Party.

It was unanimously **resolved** to accept the report. The newsletters have been distributed. The Chairman thanked the Working Party for their work.

2010/66 Items for inclusion on the agenda for the next meeting.

It was unanimously **resolved** to include the following items

Additional Bus Stop Request – First Bus
Playground Update
Office Equipment
Bus Shelter on The Avenue
Crime Panel Grant Request

2010/ 67 Date and time of the next meeting of Council.

Council Monday 10th May 2010 at 7pm

Planning Committee Monday 17th May 2010 at 6.45pm