



**Minutes of the Meeting held at
Alwoodley Community Hall, The Avenue, Alwoodley
on Monday 1st March at 7.30 pm.**

Commenced 7.30pm
Concluded 10.15pm

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 S Smith Cllr J Williams
In Attendance	Mrs L Moore – Locum Clerk

2010/44 Public Participation (15 mins)

11 members of the public were present. Mrs M Dunham addressed the meeting concerning Wentworth Avenue. Mrs Dunham reported that the state of the road was poor and that she had received assurances from Leeds City Council Highways that this will be resurfaced in 2010. Further concerns were raised concerning the issue of parking by parents at Brodetsky School which residents feel is continuing to deteriorate. Mrs Dunham reported an incident when a seriously ill resident was impeded in seeking urgent medical attention due to parking obstructing the route.

Cllr Pearlman assured her that her concerns were shared and that the Planning Committee had taken all steps within its power to ensure that the matter was raised in relation to the current planning application from the school. He further recommended that members of the public contact Leeds City Council individually rather than using a petition as this would create more objections.

Cllr Fineberg recommended that residents seek a meeting with the ward councillor who is a school governor and the clerk was asked to write to the ward councillor seeking a meeting with the school, residents, the ward councillor and the parish council.

2010/45 Apologies for absence.

Nil – Cllr A Robinson was absent.

2010/46 Declarations of personal and prejudicial interests in items on the agenda.

Nil

2010/47 Appointment of Mrs L Moore as Locum Clerk.

It was unanimously **resolved** to confirm the appointment of Mrs L Moore as Locum Clerk to cover the absence of the Clerk

2010/48 Minutes of the meeting held on Monday 1st February 2010

Two amendments to the Minutes were made Item 2010/33 Shadwell Horticultural Society – grant refused and the schedule of payments was amended to include the missing name of a payee and the payment to Cllr Gilbert was reduced. It was unanimously **resolved** to accept the minutes as a true record of what transpired at the meeting subject to the 2 amendments.

2010/49 Information from members of matters contained in the Minutes that are not listed elsewhere on this agenda.

Nil

2010/50 Minutes of the Planning Committee meeting held on Monday 1st February 2010.

Cllr Pearlman reported that the Committee's concerns about the drainage at Brodetsky School had been actioned as conditions by Leeds City Council but that concerns still remained about the trees and school parking.

Cllr Pearlman reported that a member of the public had attended the Planning Committee earlier in the evening and has expressed concerns about APC's response to a planning application.

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

2010/51 Arrangements for the Annual Parish Meeting.

It was unanimously **resolved**

- i. That the meeting be held on Tuesday 20th April at St Barnabas Church Hall.

- ii. That Alwoodley in Bloom, the Police and Friends of Adel Woods be invited to attend to give presentations.
- iii. That the invitation leaflet be finalised by the working party for delivery during the first week of April.
- iv. That 3 quotes for the printing be obtained.
- v. That the delivery would be undertaken by councillors during the first week in April.

2010/52 Finance Matters :-

(a) Schedule of payments.

It was unanimously **resolved** to accept the schedule of payments with the amendment to include the VAT element of the mileage claim.

(b) 2009 NJC mileage rates.

It was unanimously **resolved** to adopt the 2009 NJC mileage rates and that the Clerk send a memo to all councillors explaining the mileage allowances.

(b) Re-appointment of Bryan Metcalf as Internal Auditor for 2010-11.

It was unanimously **resolved** to re-appoint Bryan Metcalf as Internal Auditor for 2010-11. The Locum Clerk to arrange a date with Mr Metcalf for the audit to take place.

(c) Grant applications from Alwoodley Community Association and ACA Table Tennis Club

It was unanimously **resolved** that Alwoodley Community Association be given £250 to equip the building (Local Government Act 1972 s 133).

It was unanimously **resolved** that the Table Tennis Group be given £210 for the purchase of bats on condition that they ensure the tables are removed from the Council Room by 6.30pm on meeting nights so as not to disturb the meetings (Local Government (Miscellaneous Provisions) Act 1976 s19)

2010/53 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 unanimously **resolved** to receive the draft procedures and to let the matter rest for consideration until the April meeting.

(b) Date and time for the meeting of the Standing Orders Working Party now that the NALC model orders have been received.

It was unanimously **resolved** to appoint Cllrs Fineberg, Gilbert, Kent and Pearlman to the working party to consider the Standing Orders. The majority of the work to be done

by email with the Locum Clerk to circulate 3 dates in April for the working party to select one on which to finalise the recommendations to Council.

(c) Report of the Locum Clerk concerning the decision to establish a Finance Committee and to agree a way forward.

The Locum Clerk presented her report to Council and Cllr Gilbert presented an alternative route forward utilising the skills and remit of the Internal Controllers. During the debate members identified a need to establish a medium term strategic plan and the need for an “away” day to develop this. It was proposed by Cllr L Buckley and seconded by Cllr Gilbert that Council disband the Finance Committee. **By a vote of 7 for 1 against and 2 absentions the motion was carried.**

It was unanimously **resolved** that having disbanded the Finance Committee, Council reflect on the matter for not less than 6 months, arrange a session for an away day to crystallise a vision between then and now and then re-visit appropriate structures to support delivery of the vision in September. The Locum Clerk was asked to seek the names of possible facilitators prior to the April meeting.

Cllr Gilbert left the meeting at this point.

2010/54 Environmental Matters :-

(a) Update from the Lengthsman Working party.

Cllr N Buckley reported that 2 enquiries had been made but that the working party have seen one serious applicant so far and are seeing another applicant tomorrow. The working party will have a recommendation for Council at the April meeting. It was unanimously **resolved** not to seek further applicants for the position and that the applicant interviewed so far be informed that a decision would be made at the meeting in April.

(b& c) Installation of litter bins on Crag Lane at King Lane Car Park, Stairfoot Lane Car Park and at the Rugby Club to be emptied by the lengthsman and consideration of putting a large waste bin in the car park on King Lane for the use of Alwoodley in Bloom and Friends of Adel Woods.

It was unanimously **resolved** that the Clerk write to Leeds City Council to enquire if they will provide and empty bins in these locations.

(d) Investigate further the potential to provide allotments in the parish including arranging informal meetings for councillors with appropriate advisory bodies.

It was unanimously **resolved** that the Clerk be given authority to investigate further the potential to provide allotments and to arrange an informal meeting for Councillors with the expert from Red Hall Nurseries.

(e) Letter from Leeds City Council concerning Dog Control Orders.

It was unanimously **resolved** that the Clerk write back to Leeds City Council acknowledging the consultation without additional comment.

2010/55 Printing matters :-

(a) Printing of 4000 4 page A5 newsletters at a cost of no more than £450.

It was unanimously **resolved** that 4000 4 page A4 leaflets be printed at a cost of no more than £450.

(b) Purchase of an office printer and letterhead

It was unanimously **resolved** that a black and white printer and A4 scanner up to the value of £500 be purchased. It was also unanimously **resolved** that a quantity of coloured letterhead be purchased.

2010/56 Items for inclusion on the agenda for the next meeting.

It was unanimously **resolved** that the following items be included

- (a) Commercial vehicles delivering to businesses run from home
- (b) Overnight parking of commercial vehicles
- (c) Flooded path on the old golf course
- (d) Potholes in local roads

2010/57 Date and time of the next meeting of Council.

Monday 12th April at 7.30pm.

Locum Clerk Contact Details
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