



Alwoodley Parish Council Full Council Meeting

Minutes of the Parish Council meeting held on Monday 2nd November 2020 via remote link using Zoom.

Commenced: 7.05pm

Concluded: 8.07pm

Present: Cllr L. Buckley (Chairman)
Cllr N. Buckley
Cllr Williams
Cllr White
Cllr Towns (*Arrived at 7.51pm*)
Cllr Smith
Cllr Illingworth
Cllr Hainsworth
Cllr Black
Cllr Fryer (*Arrived at 7.42pm*)

Clerk: Rebecca Crabtree

2021/068 Introduction from the chairman

Cllr L. Buckley welcomed everyone to the meeting and made everyone aware that the meeting was being recorded.

2021/069 Public participation

No public were present.

2021/070 To receive apologies and approve reasons for absence

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

2021/071 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.

2021/072 To confirm the minutes of the full council meeting held on 5th October 2020 as a true and accurate record

Resolved to approve the minutes of the Parish Council meeting held on 5th October 2020.

2021/073 Financial matters

a) To approve the schedule of payments (See Appendix 1)

Resolved to approve the schedule of payments.

b) To approve the bank reconciliation and budget comparison (See Appendix 2)

Resolved to approve the bank reconciliation and budget comparison

c) To note the conclusion of the External Audit

The Clerk has not received the document and will add this to the next agenda.

d) To review and discuss budget proposals for 2021/2022

The proposed budget was discussed and amendments were made. Councillors were requested to contact the Clerk in advance of the next meeting if they feel any further amendments are required. This will be approved at the meeting in January 2021.

e) To consider and agree any amendments to the Clerks salary

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

Resolved that the Cllrs agreed for the Clerk to receive an increase in her salary by one point after a recommendation by the Staffing Committee.

2021/074 To receive information on the following ongoing issues, the Decision List and decide further action where necessary:

a) To receive an update on the footpaths in Alwoodley and consider a contribution to the King Lane footpath

Cllr N. Buckley gave an update about the King Lane footpath. He has not received any costings and will chase this up before the next meeting.

It was noted that Cllr Hainsworth has been in contact with the Footpaths Officer and she was in agreement with the suggestions for the lost rights of way. The Working Party are going to hold another meeting and complete the required paperwork. Further information will be given at the meeting in January.

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

The clerk confirmed she is arranging a site meeting at present with LCC and a possible date has been proposed in November. The Clerk is going to confirm if the site meeting can still be held under new government guidance.

c) To receive and accept the new quote to refurbish the telephone kiosk

Resolved to agree the quote of £1966.00. It was noted that the lengthsman has already got the paint and the Clerk will liaise with him and the contractor.

d) To consider a contribution to the Community Orchard

Resolved to agree a contribution up to £1500. The final amount will be formally approved at the meeting in January.

e) To receive an update on the Village Green waste bins and agree the quote

Resolved to purchase two waste bins at a cost of £455.00 and the Clerk will liaise with LCC about a suitable site on the Village Green.

f) To receive an update on the dog waste bags arrangements

The Clerk confirmed that Cllr Fryer and Cllr Illingworth are going to store the waste bags and fill the dispensers but LCC have not yet found the key for the dispensers.

2021/075 To receive updates from the Parish Council's working parties

Cllr L. Buckley made Cllrs aware that the wildflower bed opposite Tesco has still not been cut back and she will contact LCC again regarding this.

It was noted that the tree fairy lights are not on and Cllr L. Buckley requested the Clerk to contact LCC and ask when the lights will be switched on.

Cllr L. Buckley is obtaining quotes for the 'Alwoodley Adder' plaque and the working party will be discussing this after this meeting.

2021/076 To receive an update from the Ward member (Cllr Fryer arrived at 7.42pm)

Cllr N. Buckley gave the following update:

- Ward Councillors have funded for the Police to enforce the law in the area and this includes speeding.

(Cllr Fryer arrived at 7.42pm)

- Numerous of council officers have left LCC under the new Early Leave Scheme.
- The Eccup Reservoir footpath is in a poor state at present due to cyclists. Cyclists are not permitted to ride on the footpath and further signs are going to be installed.
- The resident who has started work on Verity's Copse has been ordered to stop any work and has been told that he must submit a planning application. It was noted that action may be taken against him after numerous trees have been cut down.
- The Rights of Way service may be delayed due to a decrease in funding.

2021/077 To receive the minutes from the Planning Committee and to receive an update about the recent meeting

Cllr White gave an update. The Planning Committee considered 12 applications including two appeals. The committee objected to application 20/06145/FU/NE on the grounds that it remains to be an overdevelopment of the site and the design is visually out of keeping with the area.

2021/078 Matters requested by councillors

a) To receive an update on Verity's Copse, consider a previous resolution and agree any necessary action (RH)

Resolved to monitor the area as LCC is currently communicating with the resident.

(Cllr Towns arrived at 7.51pm)

b) To consider the playground report and agree any necessary action (PF,SS and JW)

Resolved that the Clerk will contact LCC and request that the playground equipment is repaired.

c) To receive an update about Nursery Grove (LB)

Cllr N. Buckley made Cllrs aware that a resident had been in contact about a piece of land on Nursery Grove in front of the Gas unit and asked if the area could be improved. The lengthsman looked at the area and suggested planting shrubs. The Clerk has obtained a service map which clearly shows a number of service cables and therefore, shrubs cannot be planted.

Resolved that the Clerk will contact the lengthsman and ask him to maintain the area and contact the resident to give an update.

2021/079 Organisational matters

a) To agree the meeting dates for 2021

Resolved to agree the proposed dates. Cllr Williams made Cllrs aware that the date in September was Jewish New Year and all agreed to add this to the June agenda to re-arrange.

b) To agree to commission Streetscape to carry out the annual inspection of the fitness equipment

Resolved to defer to the next meeting as the Clerk has not yet received the quote.

c) To agree to fund two band concerts in 2021 at a cost of £400 and agree the dates of the concerts (BC)

Resolved to contribute £400 towards the band concerts and the Cllrs agreed to hold the concerts on 20th June and 15th August 2021.

2021/080 To notify the clerk of matters for inclusion on the agenda of the next meeting

- Budget and Precept
- External Audit
- Annual Parish meeting arrangements
- Newsletter

2021/081 Chairman's remarks and correspondence

It was noted that the Council would need to agree agreements for the Annual Parish Meeting and newsletter due to the Covid pandemic.

2021/082 To confirm the date of the next meeting as Monday 4th January 2021 in accordance with the agreed schedule

Resolved that the next meeting will be held on 4th January 2021.

Appendix 1

Schedule of payments to be approved at the Parish Council meeting held on 2nd November 2020

Chq No.	Payee	Details	Amount
1271	J. Williams	Taxi and printer ink	£40.21
1272	E.Amirahmadi	Garden maintenance	£212.50
			£252.71

Appendix 2

Bank Reconciliation

Alwoodley Parish Council

Financial year 2020/2021

Prepared by: Rebecca Crabtree, Responsible Financial Officer

Date: 28th October 2020

Balance as per bank statements as at 19th October 2020:

BANK STATEMENTS		
Treasurers Account balance as at 19th October 2020	£93,205.01	
Savings account as at 11th May 2020	£7,091.12	
Unpresented cheques (1260, 1268,1969 and 1270)	£2,404.67	
Total		£97,891.46
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		£13,139.84
Closing Balance as at 19th October 2020		£97,832.66

The difference is due to the standing order (£510 each month) for my salary and an increase in pay (£58.80)

Budget Comparison

The table below shows the Parish Council's expenditure to 19th October 2020.

Expenditure	2020-2021 Budget	2020-2021 Current
Regular Admin Costs		
Room Hire	£2,000.00	£360
Stationary	£500.00	£33.67
Books/Training	£500.00	£45.00
IT	£3,000.00	
Salary and related costs	£9,500.00	£4015.00
Lengthsman	£9,000.00	£3614.88
Insurance	£1,000.00	810.37
Audit Fees	£400.00	£50.00

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

Membership/subscriptions	£1,400.00	£669.88
Newsletters	£1,500.00	£1700.00
Mileage/Taxis	£150.00	
Wi-Fi	£192.24	£112.14
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	£202.00
Festive lights	£6,160.00	
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	
General Reserves		
Earmarked reserves	£5,000.00	
VAT	£0.00	£356.90
	£52,553.24	£13,139.84