



Minutes of the Parish Council meeting held on Monday 6th June 2022

Commenced: 7.30pm

Concluded: 9.10pm

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

Clerk: Rebecca Crabtree

2223/020 Introduction from the Chairman

Cllr Buckley welcomed all to the meeting.

2223/021 Public Participation

Three members of public were present. One member of public was interested in council proceedings. Two representatives from Leeds University attended to give a presentation. See item 2223/033b.

2223/022 To receive any apologies and approve reasons for absence

All Cllrs were present.

2223/023 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.

2223/024 To confirm the minutes of the full council meeting held on Monday 9th May 2022 as a true and accurate record.

Resolved to approve the minutes of the Parish Council meeting held on 9th May 2022 as a true and accurate record.

2223/025 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.

2223/026 To receive information on the following ongoing issues, the Decision List and decide further action where necessary:

a) To receive an update about the Five Lane Ends Fingerpost



The Clerk reported that she has contacted LCC for a quote to install the fingerpost and is waiting for their response. She has contacted the insurance provider a number of times for an update about the claim.

b) To consider and agree to plant trees to celebrate the Queens Platinum Jubilee

Resolved to purchase an oak tree at a cost of £330. Cllr L. Buckley is preparing further information about the circular bench and will provide a quote at the next meeting.

2223/027 To consider matters requested by councillors/Clerk and agree any necessary action

a) To approve the festive and Tommy light quote for 2022 (LB)

LCC have not provided a quote at present and the Clerk will chase it again and clarify that the PC requires a guarantee that there will be no issues this year.

b) To receive an update about the Councillor vacancy and note the costs for the upcoming election (Clerk)

It was noted that there are two candidates for the one vacancy and an election is being held on 23rd June 2022. The Clerk made Cllrs aware that the cost of the election is approximately £10,000.00.

c) To consider revising the Parish boundary (IG)

Cllr Greenberg proposed that the PC seeks to increase the Parish boundary to Allerton High School and Alwoodley Medical Centre. This was discussed and it was **resolved** that the Clerk will investigate and prepare a report for the next meeting for the Cllrs to consider.

d) To consider painting a service box (LB)

Resolved to paint two service boxes and the Clerk will obtain quotes. All Cllrs were asked to send suggestions of locations of services boxes.

2223/028 To receive updates from the Parish Council's working parties and agree any necessary action including the following:

a) Playground

Cllr Williams reported that the contractor will begin painting the play equipment shortly. It was noted that there is a piece of equipment missing and a hole in the matting, Cllr Smith agreed to email LCC.

b) Grassed area maintenance

Cllr Towns reported that he has contacted V. Nunns at LCC with the proposed locations and is awaiting a response.

c) Platinum Jubilee Garden

Cllr Smith reported that she is waiting for LCC to confirm the works start date. A meeting has been arranged with 8 volunteers to discuss setting up a 'Friends of' group that will maintain the area when the works have been completed.

d) Any other working party

No update.

2223/029 To receive an update from the Ward member

Cllr N. Buckley reported that the subsidiary that Government gives bus companies is due to end in October. All bus services have been affected by the driver shortage but when the subsidiary ends, services could be suspended or stop altogether.

2223/030 To receive an update from members representing external bodies

No update.

2223/031 To receive an update from the Planning Committee

Cllr White reported that he had been re-elected as Chairman of the Committee. A number of the planning applications had been decided by LCC prior to the planning committee meeting and therefore, only four applications were considered and only one was commented on. It was noted that the Leeds Golf Centre application was refused by LCC.

2223/032 Organisational matters

a) To agree membership of the Parish Council's working parties

Resolved to agree the membership of the working parties with amendments.

b) To agree membership of the Parish Council's Planning Committee

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

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the.clerk@alwoodleyparishcouncil.org 07532011269 Alwoodley Parish Council, 60 The Avenue, Alwoodley LS17 7NZ



Resolved that Cllr White, Cllr Black, Cllr Towns and Cllr Illingworth will remain members of the Planning Committee and Cllr Greenberg agreed to join the committee.

2223/033 To consider any correspondence received and agree any necessary arrangements:

a) To consider a grant request from Alwoodley Primary School

Resolved to defer to the next meeting.

b) To consider correspondence received regarding planting a woodland

Two representatives from Leeds University gave a presentation of the proposed woodland that they plan to create on land it owns which was formerly part of Clonmore Farm. The following was discussed:

- They would like to create the woodland for a number of reasons including research, teaching, biodiversity and it will provide benefits to the university and local residents.
- They hope to start planting this winter.
- There are two buildings on site which will be used by the university and no further buildings will be built on the land.
- Members of public will be able to access certain areas of the land and there will be improvements made to the footpath that borders south of the land.
- There will be no parking on the site as they will use Golden Acre facilities.
- There will be no new roads but there may be new access routes for the forestry vehicles.
- Only appropriate species for the soil type will be planted.

The proposal was discussed and all Cllrs felt that it was a positive project.

c) To consider correspondence received from Alwoodley in Bloom

Resolved to agree the change in the use of the grant that was agreed at the last meeting.

2223/034 To notify the clerk of matters for inclusion on the agenda of the next meeting

The Clerk will email Cllrs in advance of the next meeting to request agenda items.

2223/035 Chairman's remarks and correspondence

Cllr L. Buckley asked Cllrs for their opinion on the decision made at the last meeting about the memorial bench. All agreed that the decision remains due to a number of reasons.

It was noted that the band concert is being held on 26th June 2022 and the Clerk was requested to check that the chairs had been arranged for both concerts.

2223/036 To confirm the date of the next meeting as 4th July 2022 at 7.30pm

Resolved that the next meeting is being held on 4th July 2022.

Appendix 1

Schedule of payments to be approved at the Parish Council meeting held on 6th June 2022

Payee	Details	Amount
R. Crabtree	Salary	£606.35
R. Crabtree	Salary	£718.87
HMRC	PAYE & NI	£0.60
R. Crabtree	Contribution to training	£7.50
North Print	Band leaflets	£320.00
M & A Danforth	Chairs for June Band concert	£60.00
Leeds City Council	Festive Lights	£5304.00



Fitzpatrick Woolmer	Fingerpost Sign	£1932.00
Moortown West Residents Association	Grant towards Service Box art	£500.00
R. Crabtree	Reimburse for antifouling costs (Amazon)	£72.92
R. Crabtree	Mileage (Putting notices in noticeboards)	£37.80
Letterbox It	Band leaflet delivery	£227.50
Leeds City Council	Allotments	£450.00
E. Amirahmadi	Garden maintenance	£202.50
Alwoodley Community Association	Room Hire	£270.00
Alwoodley Allotments Society	Grant	£425.00
J. Williams	Expenses – Printer ink	£20.65
D. M. Hull	Lengths man	£336.25

Appendix 2

Bank Reconciliation

Financial year 2022/2023

Prepared by: Rebecca Crabtree, Responsible Financial Officer

Date: 25th May 2022

Balance as per bank statements as at 30th May 2022

BANK STATEMENTS		
Treasurers Account balance as at 30th May 2022	£60,035.50	
Savings account as at 30th May 2022	£87,098.51	
Unpresented cheques		
Total		£147,134.01
CASH BOOK		
Opening balance		£108,534.97
Add receipts (Precept and LCTS - £51,660.20, Interest, £1.46)		£51,661.66
Payments to date		£13,062.62
Closing Balance as at 30th May 2022		£147,134.01

Budget Comparison

The table below shows the Parish Council's expenditure to 30th May 2022

Expenditure	2022/2023 Final budget	2022/2023 Current Expenditure
Regular Admin Costs		
Room Hire	£2,000.00	£120.00
Stationary	£500.00	£14.30
Books/Training	£500.00	
IT	£1,000.00	

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Salary and related costs	£9,500.00	£1381.42
Lengthsman	£9,000.00	£618.88
Insurance	£1,000.00	
Audit Fees	£400.00	£150.00
Membership/subscriptions	£1,500.00	£1,098.00
Newsletters	£1,500.00	£1,340.00
Mileage/Taxis	£100.00	
Wi-Fi	£192.24	£32.04
Elections	£500.00	
Allotments	£450.00	

Maintenance

Asset maintenance	£2,000.00	
Playground	£10,000.00	
Fitness Equipment	£1,000.00	£350.00
Dog waste bags	£500.00	£458.00
Mini flowerbeds	£600.00	
Wild flowerbeds	£2,000.00	£1,508.30
Garden maintenance	£500.00	
WW1 Garden	£0.00	
Tree budget	£2,000.00	
Parish maintenance	£1,000.00	

Other agreed costs/projects

Festive lights and Tommy light	£6,500.00	
Front garden competition	£500.00	
Public Rights of Way and footpath leaflets	£1,000.00	
Defibrillator	N/A	
Little Free Library	N/A	
Telephone kiosk	N/A	
Garden maintenance project	£2,000.00	
Cold calling zone	N/A	
Speed signs	£3,500.00	

Events

Band Concerts x 2	£1,000.00	£320.00
VE Day event	N/A	
Jubilee event	£10,000.00	

Grants

Grants	£2,000.00	
S137		

Reserves



General Reserves	£17,800.00	
Earmarked reserves	£80,000.00	£4,291.70
	£172,042.24	£11,752.64

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