

MICKLEFIELD PARISH COUNCIL

Official Notice of a Meeting of Micklefield Parish Council to be Held on:

Thursday 4 January 2024, Churchville House, Churchville Drive, LS25 4AW, to commence at 7.15pm.

Members of the Council are summoned to attend this meeting. Meetings are open to press and public. The press and public may only speak during the public forum.

Signed: Clerk Date: 22nd December 2023

AGENDA

23/254 To receive questions and comments from members of the public (PUBLIC FORUM)

23/255 To disclose or draw attention to any disclosable pecuniary interests and any other significant interests that the member wishes to declare in the public interest, for the purposes of the Localism Act 2011, s31 and the Councillor Code of Conduct para 9 and Appendix B paras 4 - 9

23/256 APOLOGIES

/1 To receive apologies for absence

/2 To approve reasons for absence

23/257 To consider dispensation requests received by the Clerk prior to the meeting

23/258 To identify any items requiring the exclusion of the public, in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960, s2, and the reason for exclusion

23/259 To approve the minutes of the meeting held on Thursday 7 December 2023 (attached)

23/260 To note matters arising from the minutes of the meeting held on Thursday 7 December 2023

23/261 BUDGET AND PRECEPT

/1 To note the indicative tax base for Micklefield set by Leeds City Council (attached)

/2 To note that the provisional estimated 2024/25 LCTS grant for Micklefield is £3,938

/3 To confirm that the Parish Council will use the 2023/24 LCTS grant of £3,750.00 to offset the 2024/25 precept

/4 To note a bank reconciliation to 31 December 2023

/5 To note a budget update to 15 December 2023 (attached)

/6 To note a budget analysis and projection for the financial year ending 31 March 2024

/7 To note the Annual Plan for 2024/25 (attached)

/8 To receive for consideration a draft budget for the financial year ending 31 March 2025

/9 To agree the budget for the financial year ending 31 March 2025

/10 To agree the precept for the financial year ending 31 March 2025

22/262 FINANCE

/1 To approve the accounts for payment (attached)

/2 To receive for consideration (a) quotation(s) for the provision of the end of year internal audit for the financial year ending 31 March 2023 and appoint a provider

23/263 To note crime figures for December (supplied by East Leeds NPT) (attached)

23/264 To note correspondence received (list attached)

23/265 GROUNDS AND SHRUB MAINTENANCE

/1 To receive an update on the annual grounds maintenance contract

/2 To receive an update on the annual shrub maintenance contract

23/266 COMMUNITY INFRASTRUCTURE LEVY (CIL)

/1 To receive an update on the toddler playground scheme

/2 To receive updates on the other approved CIL projects, viz: seats, path improvements, wildflower/tree planting, increased sports/play and recreation ground improvements

23/267 NETWORK RAIL (MICKLEFIELD TO LEEDS ENHANCEMENTS) ORDER

/1 To note that a pre-inquiry meeting is scheduled to be held on Friday 12 January 2024 at 2pm to discuss the practical arrangements for the Inquiry, to set an Inquiry programme and to clarify the scope of the Inquiry

/2 To note that the inquiry is scheduled to begin on Tuesday 24 February 2024 at 10am

23/268 HIGHWAYS AND FOOTPATHS

/1 To receive an update on footpath no. 6 (Daisy Banks), which no longer functions as a public right of way, due to the land levels and the installation of a playground, through its alignment

/2 To note that minor works and carriageway refurbishment at Sunningdale have been added to LCC Highways Kippax and Methley Ward Highways Maintenance Forward Works Programme for 2026/27

/3 To address the lack of a 'No Through Road' sign and speed advisory signs on Pit Lane

/4 To discuss safety on the double bend on Great North Road and consider any additional measures available to improve safety

23/269 CHRISTMAS LIGHTS AND TREES

/1 To receive a report on the provision of Christmas trees and lights

/2 To note that a meeting of the Christmas lights working group was held on Monday 11 December and receive a report

23/270 To receive an update on Garforth Academy's admissions policy consultation and assess the scope for the Parish Council to respond

23/271 GATEWAYSIGNS

/1 To approve the installation of three village name signs at the three village entrances

/2 To consider recommendations for the style and location of the name signs

23/272 REGISTRATION AND TRANSFER OF TITLE

/1 To receive an update on the registering of the title to Micklefield Recreation Ground in the name of Micklefield Parish Council, as Sole Trustee of Micklefield Recreation Ground Charity

23/273 WILDFLOWER/SHRUB PLANTING

/1 To receive an update

23/274 NEIGHBOURHOOD PLAN

/1 To receive an update on the formation of a Neighbourhood Plan Forum

23/275 VERGE REWILDING PILOT SCHEME

/1 To receive an update on the verge rewilding pilot scheme

23/276 PLANNING AND DEVELOPMENT CONTROL

/1 To note planning application notices received: 23/07212/FU 2 Hall Farm Mews, Hall Farm Park: Replacement of single glazed windows and external doors with double glazed windows and doors

/2 To agree the Parish Council's consultation response to application 23/07212/FU/2

/3 To note planning decisions:

23/277 MILESTONE BANKING

/1 To receive an update on procurement of quotations for the approved repairs

23/278 GARDEN VILLAGE

/1 To receive an update on a meeting with LCC highways officers to discuss the land between the accommodation road to the rear of Garden Village and the new housing development

23/279 POTENTIAL CYCLE PATH

/1 To receive an update from the working group on the potential to create a cycle path between Micklefield and Garforth

23/280 FACILITIES INSPECTIONS

/1 To note the weekly inspections sheets for Garden Village bus shelter, Vandicourt Infants' Playground, Micklefield Recreation Ground and Diamond Jubilee Play Area (attached)

23/281 FACILITIES MAINTENANCE

/1 To receive an update on the following remedial and maintenance works:

(i) the refurbishment of the springy rocker and multi play unit (rubbing down and treating the rust and repainting)

(ii) the repair of the cracks and chips on the skate park surface

(iii) the re-siting of the bin in Vandicourt greenspace to a location near the western perimeter of the skate park

23/282 STONE BUS SHELTER

/1 To approve blocking up the unglazed rear windows in the stone bus shelter to protect users from inclement weather

/2 To approve a method to block up the rear unglazed windows

23/282 FACEBOOK

/1 To receive an update on the Facebook page

/2 To agree suitable items to post on the Facebook page

23/283 VANDICOURT ACCESS SAFE ENVIRONMENT (V.A.S.E)

/1 To receive an update on a set of revised leasing arrangements and the identification of what would be required from the Parish Council at each stage in terms of indicative and final designs for the V.A.S.E Scheme and legal and administrative charges

23/284 Items for discussion and requests for agenda items (FOR INFORMATION ONLY)

23/285 To note that a meeting of the Trustee of Micklefield Recreation Ground Charity will be held on Monday 15 January 2024, in the I.T suite of Micklefield Youth and Adult Centre (The Old Fire Station), to commence at 7.30pm

22/286 To note that the next meeting of the Parish Council will be held on Thursday 1 February 2023, at Churchville House, Churchville Drive, to commence at 7.15pm

Joanne Hebden
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Micklefield Parish Council

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