

# **MICKLEFIELD PARISH COUNCIL**

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

Thursday 1 February 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: 26<sup>th</sup> January 2024

## **AGENDA**

**23/288** To receive questions and comments from members of the public (PUBLIC FORUM)

**23/289** 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

### **23/290 APOLOGIES**

/1 To receive apologies for absence

/2 To approve reasons for absence

**23/291** To consider dispensation requests received by the Clerk prior to the meeting

**23/292** 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

**23/293** To approve the minutes of the meeting held on Thursday 4 January 2024 (attached)

**23/294** To note matters arising from the minutes of the meeting held on Thursday 4 January 2024

**23/295** To approve the minutes of the extraordinary meeting held on Thursday 18 January 2024 (attached)

**23/296** To note matters arising from the minutes of the extraordinary meeting held on Thursday 18 January 2024

### **23/297 BUDGET AND PRECEPT**

/1 To note that Leeds City Council agreed the indicative tax base for Micklefield at a meeting of the full council held on 17 January 2024

/2 To note that the precept request was submitted to Leeds City Council on 22 January

/3 To agree the Clerk's delegated budget (2023/24 delegate budget attached for information)

### **23/298 FINANCE**

/1 To approve the accounts for payment (attached)

/2 To consider a quotation for the provision of the end of year internal audit for the financial year ending 31 March 2024

/3 To note a bank reconciliation to 31 December 2023 (attached)

/4 To note a budget update to 17 January 2024 (attached)

**23/299** To note crime figures for January (supplied by East Leeds NPT)

**23/300** To note correspondence received (list attached)

### **23/301 GRANT REQUESTS**

/1 To consider an application from Micklefield PCC for a grant of £2592.00 towards the cost of the maintenance of the churchyard (application attached)

/2 To consider an application from Micklefield Regeneration Partnership for a grant of £800.00 towards the cost of purchasing and installing a community defibrillator access box (application attached)

### **23/302 WEBSITE**

/1 To note that 2Commune Ltd. will not be able to supply website technology after 31 March 2024 due to an ongoing dispute with the website software provider and that the Parish Council will need to find an alternative provider (information attached)

/2 To note that 2Commune Ltd. intends to continue to supply domains and email accounts

/3 To note YLCA advice regarding the cessation of 2Commune Ltd.'s provision of websites (attached)

/4 To note that the Parish Council's current contract with 2Commune Ltd for website provision terminates on 31 March 2024

/5 To note that the website software provider has offered to continue to host websites currently supplied by 2Commune Ltd. at the same price via a direct contract (attached)

**/6 To note an example quotation for the provision of a new website by an alternative supplier (attached)**

**/7 To decide if the Parish Council will retain its current website directly with the software provider or examine alternative options**

**23/303 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**

**23/304 NETWORK RAIL (MICKLEFIELD TO LEEDS ENHANCEMENTS) ORDER**

**/1 To receive a report on the pre-inquiry meeting held on Friday 12 January 2024**

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

**23/305 YLCA**

**/1 To note that a YLCA Leeds branch meeting is scheduled for Thursday 22 February and will be held via Zoom, at 7pm**

**23/306 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 address the lack of a 'No Through Road' sign and speed advisory signs on Pit Lane**

**23/307 ANNUAL PLAY INSPECTIONS**

**/1 To note the 2023 Annual Inspection Introduction (attached)**

**/2 To note the annual inspection reports for Micklefield Skate Park, Diamond Jubilee Play Area (including the MUGA) and Vandicourt Infants' Playground (attached)**

**23/308 PECKFIELD LANDFILL SITE**

**/1 To note the minutes of the meeting of Peckfield Landfill Site Liaison Committee held on Tuesday 16 January 2024 (attached)**

**23/309 GATEWAYSIGNS**

**/1 To consider recommendations for the style and location of the village entrance name signs**

**23/310 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**

**23/311 NEIGHBOURHOOD PLAN**

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

**23/312 VERGE REWILDING PILOT SCHEME**

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

**23/313 PLANNING AND DEVELOPMENT CONTROL**

**/1 To note planning application notices received:**

**/2 To note planning decisions:**

**23/314 MILESTONE BANKING**

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

**23/315 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**

**23/316 POTENTIAL CYCLE PATH**

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

**23/317 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)**

**23/318 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**

**23/319 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**

**23/320 FACEBOOK**

**/1 To receive an update on the Facebook page**

**/2 To agree suitable items to post on the Facebook page**  
**23/321 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**

**23/322 Items for discussion and requests for agenda items (FOR INFORMATION ONLY)**

**23/323 To note that a meeting of the Finance and Corporate Management Committee will be held on Monday 19 February 2024, in the I.T suite of Micklefield Youth and Adult Centre (The Old Fire Station), to commence at 7.30pm**

**23/324 To note that the next meeting of the Parish Council will be held on Thursday 7 March 2024, at Churchville House, Churchville Drive, to commence at 7.15pm**

Joanne Hebden  
Clerk to the Council  
Micklefield Parish Council

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