

MICKLEFIELD PARISH COUNCIL

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

Thursday 4 April 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: 28th March 2024

AGENDA

23/366 To receive questions and comments from members of the public (PUBLIC FORUM)

23/367 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

23/368 APOLOGIES

/1 To receive apologies for absence

/2 To approve reasons for absence

23/369 To consider dispensation requests received by the Clerk prior to the meeting

23/370 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

23/371 To approve the minutes of the meeting held on Thursday 7 March 2024 (attached)

23/372 To note matters arising from the minutes of the meeting held on Thursday 7 March 2024

23/373 FINANCE

/1 To approve the accounts for payment (attached)

/2 To note a bank reconciliation to 31 March 2024

/3 To note a budget update to 20 March 2024 (attached)

23/374 WYPF

/1 To note that due to delayed delivery, the Parish Council's January and February payments to WYPF did not arrive before the monthly deadline set by the LGPS Regulations (attached)

/2 To note that late received payment are recorded in the WYPF register and can incur an admin cost

/3 To agree to pay pension contributions by bank transfer to prevent future breaches and late payment charges

/4 To note the Parish Council's employer contribution rate for 2024/25

23/375 BANK ACCOUNT

/1 To receive an update on the opening of an additional account with Unity

23/376 To note crime figures for March (supplied by East Leeds NPT)

23/377 To note correspondence received (list attached)

23/378 COMMUNITY INFRASTRUCTURE LEVY (CIL)

/1 To receive the notes of the Strategy group meeting held on 11 March

/2 To receive the Strategy group's quality evaluation and recommendations for the toddler play

/3 To consider revised designs from the three shortlisted playground providers

/4 To choose a preferred contractor for the creation of the new Toddler Play Zone

/5 To receive the Strategy group's recommendations for the football perimeter fence and approve a contractor

/6 To receive updates on the other approved CIL projects, viz: seats, path improvements and wildflower/tree planting

23/379 MICKLEFIELD IN BLOOM

/1 To note that a steering group meeting was held on 25 March and receive any recommendations

23/380 PROW MAINTENANCE

/1 To approve the appointment of a contractor to undertake the annual cutting of the Public Rights of Way

23/381 PECKFIELD LANDFILL SITE

/1 To receive an update on the previously identified problem of odours from the landfill site

/2 To consider if the Parish Council should approach public media in order to publicise the odour problems and, if so, agree which media outlets, who should contact them, the-core points that the Parish Council would be wanting to express, and the actions and outcomes that the Parish Council would be seeking on behalf of local residents

/3 To note that the next liaison meeting is scheduled for 9 April 2024

23/382 WASTE REMOVAL

/1 To note that a purchase order for the waste removal contract was sent on 21 March 2024 (attached)

/2 To note that four skips were provided on the weekend of 23-24 March and receive a report (purchase order attached)

23/383 PLANNING AND DEVELOPMENT CONTROL

/1 To note planning application notices received: 24/01371/FU – 11 Honeysuckle Close: Single Storey Extension

/2 To note planning decisions:

/3 To agree the Parish Council's consultation response to application 24/01371/FU – 11 Honeysuckle Close: Single Storey Extension

23/384 NETWORK RAIL (MICKLEFIELD TO LEEDS ENHANCEMENTS) ORDER

/1 To receive a verbal report on the public inquiry

23/385 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 receive an update on the surfacing of the National Highways pedestrian route east of sheep dyke, from footpath no. 11 to the settling pond

23/386 GATEWAYSIGNS

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

23/387 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

23/388 NEIGHBOURHOOD PLAN

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

23/389 VERGE REWILDING PILOT SCHEME

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

23/390 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

23/391 POTENTIAL CYCLE PATH

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

23/392 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)

23/393 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

23/394 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

23/395 FACEBOOK

/1 To receive an update on the Facebook page

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

23/396 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

23/397 STAFF EMPLOYMENT

/1 To note that the annual staff appraisal took place on 15 February 2024

/2 To note that the Finance and Corporate Management Committee received a staff annual appraisal report at its meeting held on Monday 19 February 2024

/3 To note the CPIH rate of inflation released for February 2024

/4 To agree the Clerk's salary for the financial year ending 31 March 2025

23/398 Items for discussion and requests for agenda items (FOR INFORMATION ONLY)

23/399 To note that the next meeting of the Parish Council will be the Annual Parish Council Meeting and will be held on Thursday 9 May 2024, at Churchville House, Churchville Drive, to commence at 7.15pm

Joanne Hebden
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