

MICKLEFIELD RECREATION GROUND (REGISTERED CHARITY NO. 523780)

MINUTES OF THE ANNUAL MEETING OF THE TRUSTEE HELD ON MONDAY 20 MAY 2024

MEMBERS PRESENT: Cllr J L Auty, Cllr J A Crossley, Cllr R M Czwarno, Cllr P Meir, Cllr E A Robertson and Cllr E A Robertson

In Attendance: J L Hebden, Clerk to Micklefield Parish Council

The meeting opened at 7.31pm and was chaired by the chairman, Cllr J A Crossley.

24/01 – DISCLOSABLE PECUNIARY INTERESTS

There were no disclosable pecuniary interests or any other significant interests for the purposes of the Localism Act 2011, s31 and the Councillor Code of Conduct para 9 and Appendix B paras 4 – 9.

24/02 – DISPENSATION REQUESTS

No dispensation requests were received by the Clerk prior to the meeting.

24/03 - APOLOGIES

24/03/1 – RECEIPT

Members received apologies for absence from Cllr N Duff and Cllr G A Rycroft.

24/03/2 – REASONS

Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwarno

RESOLVED by unanimous vote to approve Cllr N Duff's and Cllr G A Rycroft's reasons for absence.

24/04 – EXCLUSION OF PUBLIC

There were no members of the public present but members identified that item 24/09/2 (To receive two estimates for the repair of the immersion heater and choose a contractor) would require their exclusion should any arrive.

24/05 – MINUTES OF THE MEETING HELD ON MONDAY 18 MARCH 2024

Proposed by Cllr R M Czwarno

Seconded by Cllr J L Auty

RESOLVED by unanimous vote that the minutes of the meeting held on Monday 18 March 2024 are an accurate record. The Chairman signed the minutes for verification.

24/06 – MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON MONDAY 18 MARCH 2024

There were no matters arising from the minutes of the meeting held on Monday 18 March 2024.

24/07 - ANNUAL ACCOUNTS

24/07/1 - RECEIPTS AND PAYMENTS

Proposed by Cllr R M Czwarno

Seconded by Cllr E A Robertson

RESOLVED by unanimous vote to approve the accounts for the financial year ending 31 March 2024.

Cllr J A Crossley and Cllr E A Robertson signed the CC16 Receipts and Payments Account on behalf of the Trustee.

24/07/2 – BANK RECONCILIATION

Members noted the bank reconciliation for the financial year ending 31 March 2024.

24/08 - FINANCE

24/08/1 – ACCOUNTS FOR PAYMENT

Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwarno

RESOLVED by unanimous vote to approve the accounts for payment:

Octopus Energy - Electricity	80.98
Aire and Calder Ltd. - Car Park Inner Perimeter Tree and Scrub Removal	558.00
TOTAL	638.98

24/08/2 – OUTSTANDING INVOICE

Members noted the receipt of the outstanding invoice for the emptying of the septic tank.

24/08/3 – BT WAYLEAVE AGREEMENT

Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwarno

RESOLVED by unanimous vote to request that BT adds ‘Sole Trustee of Micklefield Recreation Ground Charity’ beneath ‘Micklefield Parish Council’ and agree to the Wayleave Agreement with British Telecommunications PLC for the installation of approximately 17m of underground duct and cables with all associated fixtures and fittings within the boundary of 4 & 5 Railway Cottages on those terms.

24/09 - 4 & 5 RAILWAY COTTAGES

24/09/1 – ELECTRICITY

Members noted electricity bills for the period 1 March to 30 April 2024 and that the account is £37.20 in credit.

24/09/2 – IMMERSION HEATER

Members received two estimates for the repair of the immersion heater.

Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwarno

RESOLVED by unanimous vote to choose Liam Elmes Plumbing to repair the immersion heater at a cost up to a maximum gross price of £174.00.

24/09/3 – DEFIBRILLATOR UNIT

Cllr P Meir reported that he had contacted Garforth Rangers again regarding the installation of a defibrillator unit in the changing rooms (to be owned and maintained by Garforth Rangers AFC) and had still received no response. Cllr J L Auty reported that that Taylor-Wimpey was no longer present at the development site and that the defibrillators were no longer available.

24/10 - FOOTBALL PITCH AND LETTINGS

24/10/1 – 2022/23 SEASON LETTINGS

The Clerk gave an update on the 2023/24 season lettings, which had ended on Sunday 19 May.

24/10/2 – TERMS AND CONDITIONS

Members reviewed the terms and conditions of seasonal lettings.

Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwarno

RESOLVED by unanimous vote that the changing rooms alone are not available as a separate let.

24/10/3 – LETTING FEES

Members reviewed the letting fees.

Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwarno

RESOLVED by unanimous vote to increase the letting fees by 3.8%, the CPIH for March 2024 (published in April 2024), rounded down to the nearest pound.

24/11 - CAR PARKS

24/11/1 – ENTRANCE SIGN

There was no update on the provision of an entrance sign.

24/11/2 – VEGETATION WORKS

Members noted the completion of the strimming/cutting down of the vegetation around the enclosed car park inner perimeter.

24/11/3 – MAINTENANCE REGIME

Proposed by Cllr J L Auty

Seconded by Cllr P Meir

RESOLVED by unanimous vote that the vegetation on the inner perimeter of the car park is cut back to base twice a year, in April and early October, with an application of weed killer in early June.

24/11/4 – THIRD PARTY USE

There was no update on a request from Northern Powergrid, on behalf of Network Rail, to allow train station users to use the recreation ground car park for the duration of electrical works that will restrict access to the train station car park.

24/12 - LOWER PECKFIELD LANE

24/12/1 – ‘NO PARKING’ SIGN

There was no update on the provision of ‘No Parking’ signs on the access gates on Lower Peckfield Lane.

24/13 - MUGA/WILDFLOWER MEADOW

24/13/1 – MUGA

Members received an update on the condition of the MUGA. There was moss growth on the sheltered southern end of the MUGA surface.

24/13/2 – WILDFLOWER MEADOW

Members received an update on the wildflower meadow. The plants were growing and the paths had been cut.

24/13/3 – STORAGE BUILDINGS

There was no update on the Scouts’ use of the storage buildings.

24/13/4 – ANTI-SOCIAL BEHAVIOUR

Members noted that a large section of the ‘prikka’ strips on the storage buildings had been removed, allowing access to the roofs and facilitating anti-social and criminal behaviour.

24/13/5 – POLICE ADVICE

Members noted the advice of an officer from the Outer East Neighbourhood Policing Team on the prevention of unauthorised access to the roofs.

24/13/6 – ANTI-CLIMB SPIKES

Proposed by Cllr J L Auty

Seconded by Cllr P Meir

RESOLVED by unanimous vote to approve the installation of replacement anti-climb spikes on the roofs of the storage buildings.

24/13/7 – ANTI-CLIMB PAINT

Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwarno

RESOLVED by unanimous vote to approve an application of anti-climb paint to the roofs of the storage buildings.

24/14 - ACCESS

24/14/1 – UPDATE

Members agreed to remove the scheme to improve inclusive access from the agenda, as the project had been passed to the Parish Council for development.

24/15 - TREES

24/15/1 – ABORICULTURAL SURVEY

Cllr J A Crossley had located digital copies of the three surveys that had been undertaken previously.
Proposed by Cllr J L Auty

Seconded by Cllr R M Czwarno

RESOLVED by unanimous vote to commission an aboricultural survey of all the trees in Micklefield Recreation Ground, deal with the most dangerous first and then institute a three year rolling programme of surveys on each perimeter consecutively.

24/15/2 – STORM DAMAGED TREE

There was no update on the removal of the storm damaged tree on the southern perimeter for health and safety reasons.

24/16 - DIAMOND JUBILEE PLAY AREA AND SKATE PARK

24/16/1 – BIKE RACK

There was no update on the installation of a bike rack in the skate park/play area.

24/17 - YOUTH SHELTERS

24/17/1 – UPDATE

The Clerk gave an update on the condition of the youth shelters. Offensive graffiti had been sprayed on the tubular youth shelter.

Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwarno

RESOLVED by unanimous vote to ask Rik to paint over the offensive graffiti with street-art style graffiti, with materials bought by the Trustee.

24/18 – ITEMS FOR DISCUSSION AND REQUESTS FOR AGENDA ITEMS

The following items were raised to note:

- Leeds City Council had confirmed that the new toddler playground did not constitute Part 12 Permitted Development and would require a planning application. As planning permission wouldn't be received before the FCC grant funding June deadline, the application would need to wait until the next deadline (4 September 2024)
- A neighbouring landowner had queried the installation of the concrete blocks next to the entrance road, with the caretaker of the Youth and Adult Centre.

No agenda items were requested.

24/19 – NEXT MEETING

Members noted that the next meeting would be held on Monday 15 July, in the I.T. suite of Micklefield Youth and Adult Centre (The Old Fire Station, Great North Road, to commence at 7.30pm.

The meeting closed at 9.35pm.

Signed:

(Chairman)

Date:

Joanne Hebden
Clerk to the Council
Micklefield Parish Council
(Sole Trustee of Micklefield Recreation Ground Charity)

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