

MICKLEFIELD PARISH COUNCIL

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

Thursday 5th September 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: 30th August 2024

24/118 To receive questions and comments from members of the public (PUBLIC FORUM)

24/119 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

24/120 APOLOGIES

/1 To receive apologies for absence

/2 To approve reasons for absence

24/121 To consider dispensation requests received by the Clerk prior to the meeting

24/122 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

24/123 To approve the minutes of the meeting held on Thursday 11 July 2024 (attached)

24/124 To note matters arising from the minutes of the meeting held on Thursday 11 July 2024

FOR INFORMATION ONLY

24/125 POLICY REVIEW

/1 To review the Standing Orders

/2 To review the Financial Regulations

24/126 INSURANCE

/1 To note the policy wording, summary of changes, policy summary, notice to policyholders, community schemes statement of fact, community schemes schedule (sent by email)

/2 To note the Duty of Fair Presentation (attached)

/3 To approve the annual renewal of the insurance at a total cost of £3,274.56 including IPT and administration fee (attached)

24/127 FINANCE

/1 To approve the accounts for payment (attached)

/2 To receive a budget update to 12 August 2024 (attached)

/3 To receive a bank reconciliation to 31 July 2024 (attached)

/4 To note that the additional account with Unity is now open

/5 To note the payment of £33,521.49 in CIL receipts (attached)

24/128 ONE YEAR BOND

/1 To note that the 1 year annual interest bond with Redwood Bank is due to mature on 11 September 2024

/2 To note that the money from the bond can be transferred into another nominated bank account, re-invested into a new bond with Redwood Bank (subject to availability), transferred to another Redwood Bank savings account, or a combination of these options

/3 To note current interest rates for several 1 year savings bonds open to Parish Councils (Redwood Bank, Cambridge Bank and Unity Trust Bank)

/4 To decide where to deposit the money in the 1 year saving bond

24/129 CRIME

/1 To note crime figures for July and August (supplied by East Leeds NPT)

/2 To receive a verbal report of the Kippax and Methley Ward PACT meeting held on 14

August

24/130 CORRESPONDENCE

/1 To note correspondence received (list attached)

/2 To consider adopting a system of 'diarising' correspondence sent, so that it can be monitored and followed up as necessary

24/131 NEW TODDLERS' PLAY ZONE

/1 To note and receive an update on the planning application submitted on 20 June

24/132 COMMUNITY INFRASTRUCTURE LEVY (CIL)

/1 To receive feedback from the strategy group meeting

/2 To receive an update on the football perimeter fence project

/3 To receive a report from the Chairman of his meeting on 20th August with the three Ward Councillors and an officer from LCC Asset Management

24/133 RECREATION GROUND: BIO-DIVERSITY

/1 To receive an update on the removal of the snowberry

/2 To note the removal of the ash trees affected by ash die-back

24/134 PECKFIELD LANDFILL SITE

/1 To receive an update on the Parish Council's approach to public media

24/135 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

24/136 PLANNING AND DEVELOPMENT CONTROL

/1 To note planning application notices received: **24/02948/FU - 'Glenhurst', 11 Great North Road:** Demolition of rear single storey extensions; Demolition of side extension to replace with new to existing footprint; single storey front extension; part two storey, part single storey extension to rear including rear terrace with balustrading; addition of first and ground floor windows to sides; **24/03960/FU Silverlee Great North Road:** Demolition of existing rear extension and shed; Two storey rear extension with addition of rooms in roof space and single storey side extension to form integral garage; addition of roof light to side; associated landscaping works at new lower ground level to rear; **24/04464/FU - 6 Sunningdale:** First floor extension to rear

/2 To agree a consultation response to application 24/03960/FU

/3 To agree a consultation response to application 24/04464/FU

/4 To note planning decisions: 24/02948/FU - 'Glenhurst', 11 Great North Road - Refused

24/137 MILESTONE BANKING

/1 To note a quote from a stonemason for cleaning, replacement and repointing work

/2 To agree to seek further quotes for the cleaning, replacement and repointing work required to Milestone Banking

24/138 CHRISTMAS TREES AND LIGHTS

/1 To consider quotations for the supply, delivery, installation, removal and disposal of 2no. Christmas trees and choose a contractor (attached)

/2 To note, pursuant to minute 23/341/3, that the correct lighting column on Church Lane suitable for a sensor unit and motif is 14C980 (not 13C980)

/3 To confirm the Parish Council's intention to install 4 sensor units to street lighting columns 34G293, 38G293, 42G293 & 46G293 on the Great North Road; 1 sensor unit to street lighting column 1C389 on Churchville Drive; and 3 sensor units to street lighting columns 7C980, 10C980 & 14C980 on Church Lane

/4 To confirm the Parish Council's intention to hire 21 wrap-around street light motifs for street lighting columns 34G293, 38G293, 42G293, 45G293, 54G293, 56G293, 58G293, 65G293, 67G293, 69G293, 71G293, 73G293 & 76G293 (all on the Great North Road); 1C389, 5C389 & 11C389 (all on Churchville Drive); 3C390 & 5C390 (both on Churchville Terrace); and 7C980, 10C980 & 14C980 (all on Church Lane)

/5 To determine a method of funding the trees, sensor units and lights

24/139 NEIGHBOURHOOD PLAN

/1 To receive a report from the neighbourhood plan group

24/140 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)

24/141 FACILITIES MAINTENANCE

/1 To receive an update on the remedial works scheduled to be undertaken at Vandicourt Infants' Playground and Diamond Jubilee Play Area

24/142 VERGE REWILDING

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

/2 To note Micklefield Community Green Group's intention to double the high bio-diversity habitat on Garden Village banking using external funding for landscape works and seeds

/3 To approve the addition of the extended areas to the Parish Council's verge rewilding maintenance schedule

24/143 GATEWAYSIGNS

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

24/144 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

24/145 POTENTIAL CYCLE PATH

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

24/146 FACEBOOK

/1 To receive an update on the Facebook page

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

24/147 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

24/148 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

24/149 Items for discussion and requests for agenda items (FOR INFORMATION ONLY)

24/150 STONE BUS SHELTER

/1 To compare quotations for different methods to block up the unglazed rear window (attached)

/2 To approve blocking up the unglazed rear windows in the stone bus shelter to protect users from inclement weather

/3 To approve a method to block up the rear unglazed windows

/4 To determine a method of funding the improvements

24/151 NEWSLETTER

/1 To note the problems encountered with the current printing regime

/2 To receive three quotations for the printing, collating, folding and stapling of the Micklefielder newsletter (attached)

/3 To agree to outsource the printing and other associated production works to an alternative contractor and choose the contractor

24/152 COMPLAINT

/1 To receive a complaint from a member of the public (attached)

/2 To receive the Clerk's investigation into the complaint and ensuing report (attached)

/3 To consider the report's recommendations and identify any other action

24/153 To note that a meeting of the Trustee of Micklefield Recreation Ground Charity will be held on Monday 16 September 2024, in the I.T. Suite of Micklefield Youth and Adult Centre (The Old Fire Station), to commence at 7.30pm

24/154 To note that the next meeting of the Parish Council will be held on Thursday 3 October 2024, at Churchville House, Churchville Drive, to commence at 7.15pm

Joanne Hebden
Clerk to the Council
Micklefield Parish Council

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