

**Minutes of the Meeting of Burley Parish Council  
held remotely via video conferencing on  
Thursday 11<sup>th</sup> March 2021 at 7.30pm**



**Present:** Councillor Duncan Ault  
Councillor Debbie Cox  
Councillor Vicky Evans  
Councillor Bob Felstead  
Councillor Jan Lepley (Chair)  
Councillor Gary Scott  
Councillor Chris Turner  
Councillor Mike Wild

**Officers:** Clare Smith (Clerk)  
Cate Perman (Assistant Clerk)

**Also present:** 42 members of the public

**192/2021 Item 1 – Chairman’s Remarks**

Councillor Lepley welcomed those present to the meeting.

**193/2021 Item 2 – Apologies for Absence**

No apologies were received. All members present.

**194/2021 Item 3 – Disclosures of Interest**

No declarations of interest were made in accordance with the Localism Act 2011 s32 and the relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 from Members or Officers.

**195/2021 Item 4 – Dispensation Requests**

None requested.

**196/2021 Item 5 – Public Participation**

A member of the public expressed his concerns over the proposed longer flying hours at Leeds Bradford Airport and described an ongoing problem with aircraft staying on the exact line of flight and straying into the wider swathe regularly. The member of the public also asked whether there would be any amendments to sites that have been identified for development within the Local Plan given that the Secretary of State has granted planning permission for 500 houses at Sun Lane.

A member of the public reported to the Council that they have reviewed the Draft South Pennine Moor document thoroughly and would be willing to share their findings with the Parish Council.

The resident of Grange Road explained the difficulty he was having with regard to the design of a new foul water connection related to his recently approved planning permission. The resident has been in consultation with Yorkshire Water and they have agreed some

relaxations within the site boundary. However, the problem is associated with the existing foul water pipe that runs down the driveway which means that it is impossible to achieve the required fall on the pipe. One possible solution is to divert the foul water from his garden and run it beneath the library car park to allow a connection into the existing sewer pipe in Grange Road.

**197/2021**      **Item 6 – Minutes of the Previous Meeting**

Proposed by Councillor Chris Turner

Seconded by Councillor Mike Wild

**RESOLVED** that the minutes of the Full Council meeting held on 11<sup>th</sup> February 2021 be accepted as a true and accurate record and signed by the Chairman.

**198/2021**      **Item 7 – Matters arising from Previous Minutes**

7.1      The Clerk will chase the progress with the Jolly Tots lease.

7.2      Cllr Mike Wild will now join Cllr Debbie Cox on the Youth Safety and Security Group (following the resignation of Cllr Gail Weathers).

**199/2021**      **Item 8 – Minutes of Council Committees**

It was **RESOLVED** that the following minutes be accepted by the Council:

8.1      Community & Environment Committee      15<sup>th</sup> February 2021

8.2      Planning Committee      22<sup>nd</sup> February 2021

8.3      Library Committee      1<sup>st</sup> March 2021

**200/2021**      **Item 9 – Grange Road Resident Request**

It was **RESOLVED** that the Council agrees, in principle, to the resident running a new foul water pipe under the library car park. This decision is subject to further information being supplied by the resident in due course and a formal agreement being in place before any work is carried out.

**201/2021**      **Item 10 – Councillor Resignation**

**RESOLVED** that Members note the resignation of Councillor Gail Weathers and the advertisement of the casual vacancy which has been created as a result of the resignation.

*The Chairman took Item 12 next.*

**202/2021**      **Item 12 – Draft Bradford District Local Plan – Call for Sites and Regulation 18 Consultation**

The Parish Council continues to work on its detailed response to the Local Plan Consultation. An Executive Summary has been formulated and circulated to members. It was **RESOLVED** that the Executive Summary be published immediately on the Parish Council website and social media to enable residents to see a summary of the Council's response. The full draft response has now been circulated to all members and it was **FURTHER RESOLVED** that any final amendments be submitted to the Clerk by 5pm on Monday 15<sup>th</sup> March. The Clerk will then upload the full response to the online system and submit to Bradford. It shall also be made available on the Parish Council website.

**203/2021**      **Item 11 – Leeds Bradford Airport Planning Permission**

A draft letter addressed to the Chairman of the City Plans Panel at Leeds City Council was circulated to Members. The letter requests that Leeds City Council ensures that both the populations of Leeds City and Wharfe Valley have an equal number of flights over them and urges the City Planning Panel to enforce this by applying a planning condition to the planning

permission that has recently been granted. It was **RESOLVED** to send the letter to Leeds City Council.

**204/2021**      **Item 12 – Draft Bradford District Local Plan – Call for Sites and Regulation 18 Consultation**

See Minute No 202/2021.

**205/2021**      **Item 13 – Finance**

**13.1**      **Schedule of Receipts and Payments (February 2021)**

**RESOLVED:** The schedule of receipts and payments for February 2021 was approved.

**13.2**      **Bank Reconciliation February 2021**

**RESOLVED:** The bank reconciliation for February 2021 was approved.

**13.3**      **Budget Report – Year to Date (at 28<sup>th</sup> February 2021)**

The Clerk circulated a detailed budget report (Cost Centre Report).

**Significant points:**

- Salary payments now up to date.
- Greenway land purchase and fencing now likely to be April/May 2021.
- Insurance premium will be treated as a prepayment at year end.
- Grange Park expenditure over budget but compensated by lower general maintenance costs.
- Playground and Roundhouse garden (with benches) completed (but requires extra grass matting). Zip wire almost completed with surface and fencing finished.
- Allotment income this year lower than anticipated.
- Any library improvements (blinds etc) mainly paid from Burley in Wharfedale Community Trust funding (£1515) and ringfenced donations from previous financial years.
- Hire fees (blood donor sessions) and some rent on Queens Hall continuing.
- Roundhouse income reduced by Covid lock down.
- Jolly Tots rent and electricity income continuing.
- D of E financial review carried out and is to be reviewed on a regular basis.

**205/2021**      **Item 14 – Wharfedale Greenway**

Cllr Gary Scott reported that the additional work requested by the Planning Officer and we were now in a position to submit to Bradford MDC. A meeting with the Planning Officer will be requested at the time of submission.

The Otley Golf Club land purchase was now progressing and Ilkley Town Council were working with Sustrans on the completion of a Feasibility Study for the Burley to Ben Rhydding section of the route.

**206/2021**      **Item 15 – Action Plan and Capital Expenditure Plan**

A Youth Engagement & Security meeting was scheduled for Tuesday 16<sup>th</sup> March at 7:30pm. Cllr Debbie Cox will report on this at the next Council meeting.

All other items on the plan were covered elsewhere on the agenda.

**207/2021**      **Item 16 – Grange Park Play Equipment**

The new play equipment was now fully installed. A summary of the expenditure and funding streams is detailed below:

**SUMMARY OF COSTS FOR THE ZIP WIRE AND PLAY EQUIPMENT**

**GRANGE PARK MARCH 2021**

<b>COSTS</b>	£	
PLAYDALE (ZIP WIRE)		12414
WICKSTEED (PLAYGROUND)		27014
DRAINAGE		585
FENCING		1200
FLAGGING AND WOOD CHIP (ESTIMATE)		500
ADDITIONAL MATTING (ESTIMATE)		2500
<b>TOTAL</b>		<b>44213</b>
<b>FUNDING</b>		
BURLEY COMMUNITY TRUST		30779
BRADFORD S106		8022
BRADFORD CiL		2840
BPC		2572
<b>TOTAL</b>		<b>44213</b>

It was reported that the area around the new play equipment was very muddy and required additional matting to protect the grass. A quote has been obtained from the supplier and will cost £2,226. It was **RESOLVED** to order additional matting at a cost of £2226.

A replacement picnic bench was required for the playground area. A quote has been received for £630 for a large recycled plastic picnic bench. It was **RESOLVED** to accept the quote and order the bench at a cost of £630. The Community Trust also require 5 further benches for various sites around the village and these would be added to the same order.

**208/2021**      **Item 17 – Sustainability Policy**

A draft Sustainability Policy has been developed by Cllr Chris Turner and Cllr Debbie Cox. This was based on Burton Bradstock Parish Council's policy. It was **RESOLVED** that the draft policy be adopted subject to the appendices being removed.

**209/2021**      **Item 18 – Queens Hall Car Park**

The Clerk circulated an email from a nearby resident who has expressed concerns that the proposed new layout of the car park may cause damage to her boundary wall. The Clerk reported that she had asked the architect to incorporate bollards or a kerb in to the drawings to prevent damage and that the cost of this work would be:

£3900 + VAT to install a kerb with concrete haunching, reinstating tarmac as required and creating a gravel margin between the kerb and wall OR  
£4,400 + VAT to install 15 concrete bollards with concrete surrounds and reinstating tarmac as required.

It was **RESOLVED** to install a kerb at a cost of £3,900 + VAT and for the Clerk and Chairman to meet with the concerned resident on site as soon as possible.

**210/2021**      **Item 19 – Reports from Councillors on Other Meetings Attended – For Information Only**

Cllr Duncan Ault reported that the Community Trust was continuing with its merger with the Burley Educational Trust.

Cllr Gary Scott and Cllr Duncan Ault reported that they met with the Trojans Football Club regarding the long-term plans for the Recreation Ground and that further information would be taken to the C&E Committee on 22<sup>nd</sup> March.

**211/2021**     **Item 20 – Report from Councillors – Concerns Raised by Members of the Public**  
Nothing to report.

**212/2021**     **Item 21 – Diary Dates**  
The following diary dates were noted:

Planning Committee	15 <sup>th</sup> March 7:30pm
Youth Safety and Security Meeting	16 <sup>th</sup> March 7:30pm
Traffic Management Sub-Group	18 <sup>th</sup> March 7:30pm
Community & Environment Committee	22 <sup>nd</sup> March 7:30pm
Full Council Meeting	8 <sup>th</sup> April 7:30pm

*The meeting closed at 9:45pm*

Signed (Chairman, Councillor Lepley): \_\_\_\_\_ Date: \_\_\_\_\_