

**Minutes of the Meeting of Burley Parish Council
held on Thursday 9th December 2021 at 7.30pm
at Burley Library, Grange Road**



Present: Councillor Bob Felstead
Councillor Vicky Evans
Councillor Steve Goodwill
Councillor Katherine Howard
Councillor Jan Lepley (Chair)
Councillor Gary Scott
Councillor Chris Turner
Councillor Mike Wild

Officers: Clare Smith (Clerk)

Also present: Four members of the public

145/2122 Item 1 – Chairman’s Remarks

Councillor Lepley welcomed those present to the meeting.

146/2122 Item 2 – Apologies for Absence

Apologies were received from Councillor Duncan Ault.

147/2122 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.

148/2122 Item 4 – Dispensation Requests

None requested.

149/2122 Item 5 – Public Participation

Re: Item 9 – Proposed Footpath Diversion Hag Farm

The Clerk reported that a planning consultant working on behalf of the new owners of Hag farm had contacted the Parish Council by email to seek opinion on a proposal to divert the public footpath which currently runs through the farm.

The new owners of Hag Farm were present and indicated that they were very willing to work with the Parish Council to come to an acceptable diversion of the public footpath. They stated that they require the footpath to be diverted away from the farm buildings because they intend to increase farming activities including the introduction of cattle farming and that they want to ensure the health and safety of walkers around the cattle and machinery.

A representative of Walkers are Welcome had consulted with various walking groups in the area (Lower Wharfedale Ramblers, Otley Athletics Club, Punk Panther Ultra Marathons, Rambling On Menston, Long Distance Walkers Association). The consensus amongst members of these groups was that the suggested diversion route was not acceptable. The footpath is an old and very well-established route and it was felt that the detour was too long especially as it ascends and descends considerably.

A member of the public spoke of how important this footpath was and urged the owners to consider whether it really does need to be diverted from its original route.

The Chair took Item 9 at this juncture.

150/2122 **Item 9 - Proposed Footpath Diversion Hag Farm**

RESOLVED: It was agreed that Parish Council did not see the proposed route as an appropriate diversion. The owners of Hag Farm will produce some new alternative proposals and, once these are drawn up, a site meeting will be held with key representatives of the above walking groups to discuss this further and to agree an acceptable compromise that all parties are satisfied with.

151/2122 **Item 6 – Minutes of the Previous Meeting**

- 6.1** **RESOLVED** that the minutes of the Council meeting held on 9th December 2021 be approved and accepted as a true and accurate record and signed by the Chairman.
- 6.2** **RESOLVED** to accept the notes of the informal advisory meeting held remotely on 13th January 2022.
- 6.3** **RESOLVED** to note the decisions made by the Clerk under delegated authority during the high prevalence of the Omicron variant.

152/2122 **Item 7 – Matters arising from Previous Minutes**

Nothing to report.

153/2122 **Item 8 – Minutes of Council Committees**

It was **RESOLVED** that the following minutes be accepted by the Council:
Planning Committee; 31st January 2022
Staffing Committee; 2nd February 2022

154/2122 **Item 9 – Proposed Footpath Diversion Hag Farm**

See Minute 150/2122 above.

155/2122 **Item 10 – Finance**

- 10.1** **Schedule of Receipts and Payments (January 2022)**
RESOLVED: The schedule of receipts and payments for January 2022 was approved. See Appendix A.
- 10.2** **Bank Reconciliation (January 2022)**
RESOLVED : The bank reconciliation for January 2022 was approved. See Appendix B.
- 10.3** **Budget Report – Year to Date (at 31st January 2022)**
The Clerk circulated a detailed budget report (Cost Centre Report). The report was received and noted by Members. See Appendix C

156/2122 **Item 11 – Wharfedale Greenway**

Councillor Scott reported that Planning Permission had been granted for the Wharfedale Greenway between Otley and Burley train station. There was a discrepancy with some references made by the Planning Officer in the decision notice which the Clerk and Councillor Scott were in discussions with the Planning Department on. It looked likely that a Non-Material Amendment application will be required to rectify the discrepancy.

Mott McDonald (on behalf of West Yorkshire Combined Authority) were undertaking work on some of the areas which required more detailed design work such as the proposed bridges.

The land purchase is ongoing. The Clerk has spoken to the solicitor recently and it is hoped that the Golf Club's solicitor will make contact soon and progress matters.

157/2122

Item 12 – Recreation Ground and Burley Trojans FC

The Trojans have now submitted the planning application to Bradford Council. This will be considered by the Planning Committee in due course.

158/2122

Item 13 – Queens Hall and Queens Hall Staffing Update

13.1 Working Group and Projects Update

The Clerk reported:

- A group of young people had returned to the Queens Hall carrying out anti social behaviour and in some instances, vandalism. This was upsetting and intimidating customers of the Queens Hall. A caretaker has been placed back on duty in the evenings to hopefully stop this behaviour. The local PCSO has also been contacted.
- The refurbishment of the ladies' toilet is complete.
- A water heater had been fitted to the kitchen and a quote was being sought for the installation of an additional work surface.
- The roof repair over the foyer/porch area was complete.
- The car park work will be carried out as soon as possible. A letter has been sent to nearby properties to inform neighbours of the plans.

13.2 Staffing Update

A new caretaker has now been appointed. Lloyd Herbert has joined the team at the Queens Hall and will work 15 hours per week.

159/2122

Item 14 – Leeds Bradford Airport Consultative Committee Information Gathering

Exercise

Cllr Felstead has put together a draft response to this questionnaire. The draft was circulated for consideration.

RESOLVED that the draft be approved and submitted to the LBA Consultative Committee.

160/2122

Item 15 – Platinum Jubilee Events

Cllr Evans reported that the Jubilee Working group met on 31st January. The Parish Council hopes to hold a meeting with other organisations in the village to ensure that there is a co-ordinated approach to the planning of Jubilee events. The Parish Council hopes to light a beacon on 2nd June 2022 at 9:45pm. If the Parish Council does not have the beacon that it once acquired for a previous jubilee, a new one will cost £490. The Clerk will make enquiries to see if the old beacon is still stored somewhere. If not, a new beacon will be required.

There is also a Beacon Trail taking place in the four weeks leading up to the jubilee weekend. Local Councils can apply to host a specially created, augmented reality trail.

The trail is an experience where players visit 7 characters that have come to life from Buckingham Palace and are visiting your location on a day out. Players, guided by Sir Barnaby Beacon, visit each character, learning about a different decade in Her Majesty's 70 year reign. As they spot the vinyl decals in windows around the location, they scan unique QR codes to collect digital stamps of them, engage with the story, where they can answer questions and choose how it progresses themselves, 'choose your own adventure' style. Excitingly, they will then be able to see the characters come to life in augmented reality. Once they've collected all 7 stamps they'll be rewarded with the conclusion to the adventure and be able to take selfies with digital prize badges 'pinned' to them, to share with their friends.

The cost of buying the trail is £499. This includes all marketing and materials required to take part.

It was also hoped that a street market could be held in the run up to the Beacon lighting ceremony on 2nd June.

RESOLVED:

- To light a beacon on 2nd June and to organise small ceremony around this
- To hold a street market, in principle, on 2nd June prior to the lighting of the beacon.
- To take part in the Beacon Trail at a cost of £499.
- To organise a meeting with local organisations to ensure all village events are coordinated.
- To put together a newsletter article to publicise all Jubilee events in the village.

161/2122 Item 16 – Committee Membership

RESOLVED that Councillor Goodwill's membership of the Staffing Committee, Community & Environment Committee and Library Committee be approved with immediate effect.

162/2122 Item 17 – Report from Councillors on other meetings attended – for information only

The following meetings have been attended by members:

- YLCA Branch Meeting attended by Cllr Evans
- SCAPAG attended by Cllr Turner
- Youth work meeting attended by Cllr Lepley
- Grange Park Surgery PPG attended by Cllr Lepley

163/2122 Item 18 – Report from Councillors – Concerns Raised by Members of the Public

Nothing to report.

164/2122 Item 19 – Diary Dates

The following diary dates were noted:

- 14th February C&E Committee; 7:30pm
- 21st February Planning Committee; 7:30pm
- 10th March Full Council; 7:30pm

The meeting closed at 9:40pm

Signed (Chairman, Councillor Lepley): _____ Date: _____