

**MINUTES of the ENVIRONMENT, MAINTENANCE
AND ALLOTMENTS COMMITTEE MEETING of
BURLEY PARISH COUNCIL held at the Queens Hall
on Monday 23rd January 2023 at 7:30pm**



Present:

Councillor Chris Turner (Chairman)
Councillor Duncan Ault
Councillor Jan Lepley
David Asher, Walker are Welcome (Co-opted member)
Peter Riley, Burley Wildlife Group (Co-opted member)
Terry O'Connor, Burley House Field (Co-opted member)

- EM090/2223** **Item 1 – Chair’s Welcome**
Councillor Chris Turner welcomed those present to the meeting.
- EM091/2223** **Item 2 – Apologies for Absence**
Apologies received from Councillor Bob Felstead, Councillor Katherine Howard, Sylvia Tilford and Peter Burnell.
- EM092/2223** **Item 3 – To receive any disclosures of interest**
None.
- EM093/2223** **Item 4 – To consider written requests for a dispensation on any matter to be discussed.**
None requested.
- EM094/2223** **Item 5 – Public Participation**
None present.
- EM095/2223** **Item 6 – Minutes of the Previous Meeting**
Proposed by Councillor Duncan Ault
Seconded by Councillor Jan Lepley
RESOLVED that the minutes of the meeting held on 12th December 2022 be accepted as a true and accurate record and signed by the Chairman subject to some typing errors being corrected and Cllr Steve Goodwill being added to the attendance list.
- EM096/2223** **Item 7 – Matters Arising from Minutes**
Cllr Goodwill raised that street lighting on Moor Road had still not been repaired. The Clerk will contact Bradford MDC for an update.
- EM097/2223** **Item 8 – Parks and Open Spaces Budget Report**
The Clerk circulated the actual expenditure for 2022/23 to date along with the budget that has been agreed for next year (2023/24).
- EM098/2223** **Item 9 – Parks and Open Spaces Contract 2023**
The Clerk reported that three quotes are required for the grass cutting contract which will begin on 1st April 2023. One quote has been received so far and a further two are being sought. The Clerk will bring the quotes back to a future

meeting of the Council.

EM099/2223

Item 10 - Walkers are Welcome (WaW)

The working party planned to work on the footpath between Hag Farm Road and The Hermit however it is proving difficult to identify the landowner to gain consent to carry out the work. As soon as consent is given, the work can be completed. Walkers are Welcome are planning some events in conjunction with other walking groups to celebrate the City of Culture 2025 which will include the "Rombalds Moor Walking Festival".

EM100/2223

Item 11 – Burley House Field

The wet weather over New Year has resulted in a good deal of muddy trampling. However, the Field has recovered well in past years and work so far on paths ought to have reduced the trampling in a few key areas. More path repair and clearing remains to be done. Winter pruning in the orchard is under way. At time of writing, about half of the apples remain to be pruned. As the frosty weather has now eased, pruning can be resumed, with the aim of completing the job on February's working party (12th February). Repairs to the bridge are scheduled to be carried out before the end of January.

The Clerk passed on a contact from Fruit Works Co-Op. I got in touch with them and they simply replied that they would put me on their mailing list. They describe themselves thus: '*Fruit Works Co-operative is a social enterprise helping communities in Bradford and Leeds to plant and maintain fruit trees. Our mission is to enable more people to grow their own fruit as a step towards building resilient local food systems*'. They are a trading arm of Woodhouse Community Growers, a private company limited by guarantee but with no web presence beyond company listings and accounts. Terry O'Connor will keep in touch and report back.

EM101/2223

Item 12 – Burley Village Wildlife Group

Peter Riley reported that several months ago he had contacted the developer of the Generous Pioneer to discuss the grass verges next to the site and requested that the current mowing regime be continued to protect the biodiversity of these verges. They had also informed Peter that they would not park on the verges nor damage them in any way during construction. Vehicles have been parked on the verges and roadside now for several weeks and the Clerk reported that this has been reported to the Planning Enforcement Department as it was in contravention to the developer's Construction Management Plan. Peter had also visited the site manager of the Generous Pioneer site to request that they do not park on the verges.

EM102/2223

Item 13 – Riverside Management

The Anglers have now agreed that repairs to the wall are required. They will have the wall dismantled and rebuilt as soon as the weather improves. They have also agreed to a site meeting to agree what work is required around the goit area to make it safer.

EM103/2223

Item 14 – Allotments

The Clerk reported that invoices for 2023 have now been sent out to all tenants and many payments had already been received.

EM104/2223

Item 15 – East End Allotments

Cllr Goodwill reported that he had requested advice from NALC/YLCA regarding the East End Allotments and whether there is any action that can be taken to enforce cultivation. Their advice suggested that there was no action that could be taken by the Parish Council.

The Clerk had also requested advice from the Bradford Council Allotments Department who had provided the details of the National Allotments Society's Legal Advisor who was looking into the matter for us.

The Constitution of the East End Allotments Society, of which the Parish Council is a member, states that 5 members can call a meeting of the Society. Cllr Ault has found 4 other members of the Society that would like to call a meeting. The Clerk will therefore write to the Chairman/Secretary of the Society to request that a meeting be called as soon as possible.

EM105/2223

Item 16 – Hanging Baskets and Planters

Cllr Ault reported that the Community Trust has taken the decision to move away from hanging baskets and annual bedding plants and introduce planters with more permanent features such as perennials. This would reduce costs and the need for as much watering.

The Committee **RESOLVED** that it would support this and would continue with the current arrangement of jointly funding the planters with the Community Trust.

EM106/2223

Item 17 – Benches

Otley Golf Club have approved the installation of a bench on their land at the top of Eastfield Lane. Audley Clevedon have also agreed to fund a bench and have approved the location.

There are several memorial benches on the village green which require refurbishment and repair. The Clerk will ask for a quote for this work and bring it back to the next meeting of the Committee.

EM107/2223

Item 18 – Recreation Ground, Village Green, and other Open Space

Cllr Ault reported that he had attended a meeting recently with Cllr Scott, Bradford Council, the Football Foundation and Burley Trojans FC regarding the development of changing rooms/clubhouse at the Recreation Ground. The project is moving forwards and has the support of the Parish Council, Bradford Council and the Football Foundation.

Burley Trojans FC have requested a Parish Council representative to join their Committee. This will be put on the agenda for the next Full Council meeting.

The planning application for the pump track is about to be submitted to the planning authority. The Parish Council has already agreed to fund £2,000 of the initial planning and consultancy fees. The planning fee of c. £250 shall be paid out of the Parish Council's contribution. The Clerk will make payment as soon as possible to Bradford Council.

EM108/2223

Item 19 – Grange Park and Playground Equipment

The Clerk reported that she had been working with the Grange Park Gardeners on the Green Flag Award application for Grange Park. The deadline for

applications is 31st January 2023 and judging is carried out in June and July 2023. The Clerk will keep the committee informed of any developments.

Cllr Ault reported that the Men's Shed project were hoping to locate their new workshop in Grange Park and are hoping to submit a planning application shortly. It was agreed that this should be discussed at Full Council as the Parish Council's permission will be required to locate the workshop on the park.

EM109/2223

Item 20 – Footpaths

Cllr Ault reported that the footpath at Leatherbank needs tidying up. The footpath at Iron Row also needs cutting back and tidying up. The Clerk will ask Bradford Council Rights of Way to carry out this work.

EM110/2223

Item 21 – Tree Management and Planting

Quotes have been received for three replacement trees for Grange Park (to replace the mature trees that were felled last year).

RESOLVED: The Clerk will check with Bradford Council to see if they have any trees which would be suitable. If not, the Clerk will accept the quote from Chevin Landscapes. It was also noted that the Story Bees children's' group would like to be involved in the planting of the trees.

DATE OF NEXT MEETING: 6th March 2023 at 7.30pm at The Queens Hall

Signed (Chairman): _____ Date _____

ACTIONS:

EM095/2223	CS to amend minutes.
EM096/2223	CS to contact Ralph Presland (Street Lighting Manager, BMDC) regarding the street lighting repairs on Moor Road.
EM098/2223	CS to obtain a further two quotes for the grass cutting and grounds maintenance contract.
EM104/2223	CS to write to the Chairman/Secretary of the EEA Society to request that a meeting be called as soon as possible.
EM106/2223	CS to obtain a quotes for the repair of memorial benches on the Village Green.
EM107/2223	Full Council agenda item: Burley Trojans Parish Council Representative. CS to pay planning application fee to Bradford Council.
EM108/2223	Full Council agenda item: Men's Shed on Grange Park
EM109/2223	CS to ask Rights of Way Department to carry out work at Leatherbank and Iron Row.
EM110/2223	CS to contact Peter Wilman re: replacement trees. If none available, accept quote from Chevin Landscapes. CS to liaise with Maddie Coelho regarding involving the children in the tree planting.