



Minutes of the meeting of the Council

Wednesday 20th September 2023

At Clifford Village Hall

Present: Cllrs N Fawcett, T Blackmore, R Bray, S Park, T Sykes, L Softly and A Wills

In attendance: N Fairbairn (Clerk), 5 residents, Ward Cllr A Lamb, Ward Cllr P Stables.

Public Participation

- i) The owners of 33 Burns Way, Clifford informed the Council that they will be resubmitting a planning application for dormer windows at their property. They invited councillors to raise any queries or concerns they had about the proposals. Cllr Park noted that the Council had opposed the previous application because the windows face onto another property. The residents advised that their architect has reduced the size of the proposed dormers. Cllr Lamb offered to provide advice to the residents before they finalised their application.
- ii) A resident offered to assist the Playground Redevelopment Working Group if the council resolved to establish one.
- iii) A resident queried if there would be will there be public consultation on the proposed school walking route. It was confirmed that there will be consultation once the plans have been finalised.
- iv) Corner Cottage. A representative from the Clifford History Group expressed the group's disappointment that LCC had approved the application. They consider that
 - the council needs to ensure that the work is carried out in accordance with the submissions made by the applicants. The group have devised a method statement for moving the wall.
 - There is an implication that the permission contravenes the Neighbourhood Plan which brings into doubt the validity of the Neighbourhood Plan and its importance.
 - The group is looking at an initiative to document all historic walls in Clifford.

Councillors noted that it is likely some of the limestone blocks will crumble when the wall is demolished and the owners will need to endure that they have sufficient materials available before they start work. The council needs to review the whole history of the application and ask LCC why the Neighbourhood Plan was not considered when the decision was made.

23/158 Apologies for absence

Apologies were received from Cllr I Bartlett and Cllr J Lund. It was **resolved** to approve both absences.

23/159 Crime Report

The following offences were recorded in Clifford in July 2023 (www.Police.uk)

Burglary 1
Drugs 1
Other theft 1
Public Order 1
Violent/sexual 1

Cllr Fawcett attended the September PACT meeting. An increase in reported crimes across the Wetherby Ward was noted, mainly relating to offences at the Leeds Festival.

Residents are reminded to report all offences so the police can allocate resources appropriately. It was agreed to include reminders about home security in the Outlook article.

23/160 Declarations of Interest and Notifications of changes in the Members' Register of Interests

Cllr Fawcet requested a dispensation re agenda item 13 [grass cutting schedule]

23/161 The minutes of the meeting held on 19 July 2023 were confirmed as a true record and signed by the Chairman.

23/162 Chairman's Business
None

23/163 Clerk's Report

- The CIL Report for 2022/2023 has been submitted to LCC. The council has £45,185 of CIL funds remaining.
- The 2024/2025 precept request must be submitted to LCC by 2 February 2024. The Finance Working Group will meet in November 2023 to begin work on the budget and the draft budget will be considered at the December 2023 meeting and approved at the January 2024 meeting.
- The annual playground inspection report is scheduled to take place this month and will be presented at the October meeting.
- NatWest have confirmed that the documents stored on behalf of the council have been transferred to their Harrogate branch. It was agreed that the clerk will retrieve these, index them and the council can then consider whether they need to be placed in an alternative safe storage facility.
- The overgrown hedge alongside St John's School has been cut back after the clerk and Ward Councillors reported this to them.
- The hedge alongside Cinder Lane has still not been cut back and the clerk will contact the landowners in relation to this.
- Church drainage. Solicitors acting for St Luke's church have advised that LCC will need to grant an easement to allow the church to access the drain at Northways carpark. The clerk will contact LCC in relation to this.
- GigaClear Ltd have advised that the project to install ultra fast fibre broadband has been expanded to include Scarcoft. Work is planned to start in January 2024 and with a completion date of August 2024.

23/164 Ward Councillor's Business

- Cllr Stables advised that the path by Church Street going into Boston Spa is to be improved by LCC.
- Cllr Lamb attended a meeting with the Boston Spa Academy to discuss road safety issues. It was noted that the Academy have not complied with all the conditions attached to the planning consent for the auditorium block, in particular demolishing the old caretakers house to provide more onsite parking and installing a new crossing on Clifford Moor Road. The Academy needs to prepare a new travel plan for the school buses.
- LCC Highways Ways have advised Cllr Lamb that they may not own the land by the War Memorial despite LCC having cut the grass for several years.
- LCC Highways have still not prepared revised plans and costings for the proposed improvement works to the rear entrance to Bramham Primary
- Cllr Lamb agreed to raise with LCC Highways residents' concerns about the condition of several roads in Clifford and damage to the kerb at the end of Albion Street.

23/165 Neighbourhood Plan Community Projects & CIL Funding
None

23/166 Lead Members & Committee Representatives

- It was noted that many householders are not cutting back their hedges properly which is restricting the width of pavements. This issue will be included in the Outlook article with advice to cut hedges between September and March if possible, but hedges can be cut back at any time if necessary for safety reasons.

23/167 It was **resolved** to establish a Playground Redevelopment Working Group. Cllr Sykes, Lund and Bray were appointed to the group and Terms of Reference will be approved at the October meeting.

23/168 Safe School Walking Route. No progress can be made until the revised plans and costings in relation to the rear entrance to Bramham Primary are received from LCC.

23/169 Road safety improvements by the Boston Spa Academy. Covered under Ward Councillor's business.

23/170 The grass cutting schedule was considered. Councillors were asked to contact the clerk with any suggested amendments. The schedule will be approved at the October meeting.

23/171 Assets of Community Valure (AVCs) - item was deferred to the October meeting.

23/172 2023 Leeds Festival. No issues have been raised with the Council about the management of the festival in 2023.

23/173 Remembrance Day

1. The arrangements for the Remembrance Day Service were noted. Rev Morgan is arranging a priest to officiate and the service and the Deputy Lord Lieutenant attending. A collection will be held for the Royal British Legion (RBL)
2. It was **resolved** to approve a donation to the RBL of up to £50.00 for the wreath.

23/174 The External Auditor's Report for 2022/2023 Audit was received. It was noted that no issues have been raised by the auditor and the report has been published on the website.

23/175 Planning matters

- a) Decisions known or received:
 - 23/03618/CLP Certificate of Proposed Lawful Development for installation of solar panels to property at Millbrook, Old Mill Lane, Clifford. Approved.
 - 23/02627/FU Retrospective application to change the window frames on ground floor front; side and rear at 8 Slade Close, Boston Spa. Approved.
 - 23/00800/FU Part retrospective application for creation of a 3 bedroom dwelling house including internal alterations; alterations to boundary wall including inclusion of gate at 2 The Old School Buildings, Bamam Road, Clifford. Approved.
 - 23/03579/FU Variation of Condition 2 (Use of stables restricted to Applicant only) to previously approved Planning Application 31.251/96/FU to allow a different owner at Land lying to the east of Bramham Road off Old Mill Lane, Clifford. Approved.
 - 22/o4991/FU Realignment of the existing stone wall to facilitate vehicle and pedestrian improvements to Bramham Road. Erection of two outbuildings. Replacement of an existing timber fence with a new stone boundary wall and gate pillars. Replacement of an existing single storey extension to Corner Cottage. Change of use of land to parking, with associated hardstanding/landscaping. Approved.
 - 23/03876/FU Partial conversion of garage to habitable accommodation and single storey rear extension at 14 Nunnery Way, Clifford. Approved.
 - 23/04231/FU Restoration of damaged stonework to the northern elevation of the building at 70 High Street, Clifford. Approved
- b) To receive an update on Planning Applications considered by the Planning Working Group
 - 23/04749/FU/NE Single storey side extension at The Willows, High Street, Clifford
 - 23/04222/LI/NE Replacement of windows at Croft Cottage Albion Street Clifford
 - 23/04854/FU/NE Two storey rear extension at Orchard House Albion Street Clifford. No objection.
- c) Enforcement
 - The clerk was instructed to contact LCC Planning enforcement about the installation of a side window at Low Farm Barn.

23/176 Financial Matters

a) The following receipts were noted:

i	CCLA (Dividend – July 2023)	1,522.73
ii	CCLA (Dividend – August 2023)	1,686.53

b) It was **resolved** to approve the following payments:

		Payee	Amount (excl)	VAT	Total	Sec 137
i	BACS	Clerk's Salary (August)	581.33		581.33	
ii	BACS	Clerk (A4 envelopes)	3.33	.67	4.00	
iii	BACS	Clerk (mobile phone top up)	20.00		20.00	
iv	BACS	Clerk (A4 paper)	4.75		4.75	
v	BACS	WVGM (July grass cutting)	195.00		195.00	
vi	BACS	WVGM (CAHA grass cutting)	40.00		40.00	
vii	DD	ICO (Annual renewal fee)	35.00		35.00	
viii	BACS	Greens Contractors (CCSG track repairs)	9,500.00	1,900.00	11,400.00	
ix	DD	Unity Trust Bank (bank fees)	18.00		18.00	
x	BACS	Clerk's Salary (September)	581.33		581.33	
xi	BACS	PKF Littlejohn (External Audit)	1050.00	210.00	1260.00	
xii	BACS	WVGM	560.00		560.00	

c) The bank reconciliations and managements were received and the bank balances as at 31 August 2023 were noted as:

Unity Trust Bank	£	94,607.71
Santander Deposit Account	£	57,377.92
Santander Bond	£	27,304.60
CCLA Public Sector Deposit	£	408,988.14
Total	£	588,043.37

23/177 Correspondence

- Yorkshire Air Ambulance asking if the village can host a clothing bank. Councillors will consider whether there are any suitable locations.
- Response from Boston Spa Academy re school buses not following the agreed routes to the Academy. Councillors were asked to inform the clerk if they noted any school buses using the High Street.
- Vehicles parking on Rhodes Lane. Clifford FC have accepted that there are issues with parking on Rhodes Lane and are taking steps to prevent this.

23/178 Next Meeting It was noted that any reports/agenda items for the Meeting to be held 18 October 2023 on need to be with the Clerk by Tuesday 10 October 2023.

23/179 It was **resolved** that the council will make an offer to purchase the land off South View, Albion Street..

23/180 It was **resolved** to exclude members of the public and press from the meeting due to the confidential nature of an item to be discussed.

23/181 It was **resolved** to hold an Extraordinary Council meeting on 27 September 2023 to consider the option of purchasing land off South View, Albion Street, Clifford.

There being no further business, the Chairman declared the meeting closed at 9.50 pm.

Signed.....

Dated.....