



Minutes of the Parish Council meeting held on Monday 10th January 2022

Commenced: 7.30pm

Concluded: 9pm

Present: Cllr L. Buckley (Chairman)
Cllr N. Buckley
Cllr Williams
Cllr Hainsworth
Cllr Greenberg
Cllr Smith
Cllr Black

Clerk: Rebecca Crabtree

2122/096 Introduction from the Chairman

Cllr L. Buckley welcomed all to the meeting.

2122/097 Public Participation

One member of public was present who was interested in a number of agenda items.

2122/098 To receive any apologies and approve reasons for absence

Apologies were received from Cllr Towns, Cllr Illingworth and Cllr White and reasons were approved.

2122/099 Declaration of Interests

a) To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests

None declared.

b) To receive, consider and decide upon any applications for dispensation

None received.

2122/0100 To confirm the minutes of the Meeting of the council meeting held on 1st November 2021 as a true and accurate record.

Resolved to approve the minutes of the Parish Council meeting held on 1st November 2021 with amendments.

2122/0101 Financial matters

a) To approve the schedule of payments

Resolved to approve the schedule of payments excluding one invoice. See Appendix 1.

b) To approve the bank reconciliation and budget comparison

Resolved to approve the bank reconciliation and budget comparison. See Appendix 2.

c) To review and discuss draft budget for 2022/2023

The budget was reviewed and amendments were made. The final budget will be considered at the February meeting.

2122/0102 To receive information on the following ongoing issues, the Decision List and decide further action where necessary:

a) To receive an update about the LED speed sign project and consider other highway issues

The Clerk made Cllrs aware that LCC were due to inspect the proposed installation site and an update will be given at the February meeting.

b) To receive an update about the wildflowers at the end of the Lane/Avenue

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the.clerk@alwoodleyparishcouncil.org 07532011269 Alwoodley Parish Council, 60 The Avenue, Alwoodley LS17 7NZ



Resolved to defer to the next meeting.

c) To receive an update about the dog waste bag dispensers

The Clerk made Cllrs aware that LCC had purchased and delivered more waste bags to replace the ones they had lost. Cllr Illingworth would like to purchase additional waste bags and this will be included on the next agenda.

2122/0103 To consider matters requested by councillors/Clerk and agree any necessary action

a) To consider replacing two trees on grass verges that have died up to a total cost of £270 (LB)

Resolved to replace the trees at a cost of £270.

b) To consider a purchasing a new bin to be installed near the new play equipment (MI)

This was discussed and it was **resolved** to defer to the next meeting when Cllr Illingworth can answer some queries.

c) To consider contributing £2,000 towards the improvement of styles and kissing gates on the public footpath (The Jerry Pearlman Way) running north from Lakeland Crescent (RH)

Resolved to agree to contribute £2000 towards the improvements.

d) To consider and agree arrangements for the defibrillator (KB)

Resolved to publicise the location of the defibrillator and investigate lighting options. The Clerk will liaise with the ACA.

2122/0104 To receive updates from the Parish Council's working parties and agree any necessary action including the following:

a) Playground

Cllr Smith and Cllr Williams confirmed that the playground markings have been installed and the new toddler play equipment is due to be installed this month. The swings have also now been returned.

Resolved that Cllr Williams will contact the contractor who installed the playground markings to request a quote for refurbishing the play equipment.

b) Grassed area maintenance

It was noted that Cllr Towns and Cllr N. Buckley had attended a meeting with LCC to discuss increasing the size and number of flowerbeds across the parish. Cllrs were requested to send suggestions of areas that might benefit from the initiative and the Clerk will contact Cllr Towns to ask for costings.

c) Public toilet

Resolved to defer to the next meeting.

d) Platinum Jubilee Garden

Cllr Smith and Cllr Williams made Cllrs aware that after a meeting with LCC, the proposed garden was unable to go ahead due to a number of factors. This was discussed.

The Rhododendron Walk was a viable option but the area needed to be improved as it is very muddy. This was discussed.

Resolved to agree to carry out the required ground work for the Rhododendron Walk by forming a 'Friends of' group and hiring a contractor where needed. Permission from LCC would be required and costings will be provided at the February meeting to formally approve. It was noted that it would not be completed by the Queens Platinum Jubilee.

e) Jubilee Event

Resolved to defer to the next meeting.

2122/0105 To receive an update from the Ward member

Cllr N. Buckley made Cllrs aware that he had received a quote of approx. £200,000.00 to repair the King Lane footpath which means the works are unable to go ahead. He has established that the most dangerous section of the footpath is between the golf crossing and King Lane Farm and has requested a quote for this area.

Cllr N. Buckley made Cllrs aware that he is liaising with West Yorkshire Combined Services to improve the layout of the bus stop on The Avenue as it is currently unsafe. He is waiting for a response to his recent query.

2122/0106 To receive an update about the recent Planning Committee meeting

No update due to the Planning Committee meeting being cancelled.



2122/0107 Organisational matters

a) To consider arrangements for the Annual Newsletter (LB)

The Working Party will begin working on the content and Cllrs were asked to send their suggestions.

b) To consider arrangements for the Annual Parish Meeting (LB)

Resolved to hold the Annual Parish Meeting on 3rd May 2022 at 7.30pm.

2122/0108 To notify the clerk of matters for inclusion on the agenda of the next meeting

The Clerk will send an email requesting items in advance of the next meeting.

2122/0109 Chairman’s remarks and correspondence

Cllr L. Buckley queried if the lengthsman was aware of the band dates.

Cllr Greenberg said he will contact YLCA about the remote meetings.

2122/0110 To confirm the date of the next meeting as 7th February 2022 at 7.30pm.

Resolved that the next meeting is to be held on 7th February 2022 at 7.30pm.

Appendix 1

Schedule of payments to be approved at the Parish Council meeting held on 10th January 2022

Payee	Details	Amount
Elementor	Website fees	£37.95
Axo Leisure	Playground markings	£1,882.40
Road marking services	Road markings	£360.00
D. M. Hull	Lengthsman	£432.25
ICO	Data Protection Fee	£40.00
E.Amirahmadi	Gardening	£202.50
R. Crabtree	Salary owed	£292.10
HMRC	PAYE & NI	£43.53

Appendix 2

Bank Reconciliation and Budget Comparison

Bank Reconciliation

Financial year 2021/2022

Prepared by: Rebecca Crabtree, Responsible Financial Officer

Date: 30/12/2021

Balance as per bank statements as at 31st October 2021, 29th November 2021 and 17th December 2021

BANK STATEMENTS		
Treasurers Account balance as at 31st October 2021	£32,671.96	
Savings account as at 28th September 2021	£87,091.12	
Unpresented cheques		
Total		£119,763.08
CASH BOOK		
Opening balance		£81,392.55

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Add receipts (Precept and LCTS - £51038.00, HMRC £2038 Allotments £450)		£53,527.50
Payments to date		£15,156.97
Closing Balance as at 31st October 2021		£119,763.08

BANK STATEMENTS		
Treasurers Account balance as at 29th November 2021	£28,702.65	
Savings account as at 28th September 2021	£87,091.12	
Unpresented cheques		
Total		£115,793.77
CASH BOOK		
Opening balance		£81,392.55
Add receipts (Precept and LCTS - £51038.00, HMRC £2038 Allotments £450)		£53,527.50
Payments to date		£19,126.28
Closing Balance as at 29th November 2021		£115,793.77

BANK STATEMENTS		
Treasurers Account balance as at 17th December 2021	£28,011.88	
Savings account as at 28th September 2021	£87,091.12	
Unpresented cheques		
Total		£115,103.00
CASH BOOK		
Opening balance		£81,392.55
Add receipts (Precept and LCTS - £51038.00, HMRC £2038 Allotments £450)		£53,527.50
Payments to date		£19,817.05
Closing Balance as at 17th December 2021		£115,103.00

Budget Comparison

The table below shows the Parish Council's expenditure to 17th December 2021

Expenditure	2021/2022 Budget	Current expenditure	Comments
Regular Admin Costs			



Room Hire	£2,000.00	£480.00	
Stationary	£500.00	£25.20	
Books/Training	£500.00	22.50	
IT	£1,000.00	£466.70	
Salary and related costs	£9,500.00	£5089.81	
Lengthsman	£9,000.00	£5241.28	
Insurance	£1,000.00	£823.19	
Audit Fees	£400.00	£350.00	
Membership/subscriptions	£1,500.00	£1186.95	
Newsletters	£1,500.00	£986.00	
Mileage/Taxis	£100.00		
Wi-Fi	£192.24	£144.18	
Fitness Equipment	£1,000.00		
Elections	£500.00		
Allotments	£450.00	£450.00	
Grants			
Grants	£2,000.00		
S137			
Events			
Band Concerts x 2	£1,120.00	£460.00	
VE Day Event	£0.00		
Other agreed costs/projects			
Mini flowerbeds	£600.00	£260.18	
Wild flowerbeds	£1,750.00		
Garden maintenance	£840.00	£416.00	
Festive lights and Tommy light	£6,500.00		
Little Free Library	£200.00		
Play equipment	£0.00		
Front garden competition	£500.00		
Public Rights of Way and footpath leaflets	£1,000.00		
Defibrillator	£500.00		
Dog waste bags	£500.00		
		£2578.64	Playground markings, Road markings, verge signs, Telephone kiosk costs,
Misc			
General Reserves	£25445.00		
Earmarked reserves	£5,000.00		
	£75,097.24	£18,980.63	

Please note: The total amount is different to bank reconciliation due to VAT amount not on comparison.