

COLLINGHAM with LINTON PARISH COUNCIL

Email: Clerk@collinghamlintonparishcouncil.gov.uk

Full Parish Council Meeting 2nd April 2025 7pm Collingham Memorial Hall

Members of the public are welcome to attend a Public Session at the beginning of the meeting for a maximum of 15 minutes.

Agenda

1. To receive apologies and accept reasons for absence

2. To receive any declarations of interest from Members

*Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Collingham with Linton Parish Council Code of Conduct for Members and by the Localism Act 2011.

3. To consider requests received by the Clerk for dispensations under Section 33 of The Localism Act 2011

4. *To note that item 16 on the agenda will be discussed in private

*Public Bodies (Admission to Meeting Act 1960) that the press and the public be excluded from the remainder of the meeting on the grounds that the publicity would be prejudicial to the confidential nature of the business to be transacted.

5. To approve as an accurate record the minutes of the Parish Council meeting on 4th March 2025

6. To receive such items that the Chair may wish to lay before the Council

7. Police Matters

- a) To welcome the Wetherby Ward & Harewood Ward Sergeant to the meeting and receive responses to the questions posed by the Parish Council in the document circulated prior to the meeting (attached)
- b) To consider any action required in relation to the following two incidents occurring in Beck Wood in March 2025:
 - i. Antisocial behaviour with dogs off leashes
 - ii. Resident vandalism of the recent planting of whips
- c) To note the police crime statistics report (attached)

8. Village News and Resident Communications

- a) To receive the latest resident communication report and agree action as appropriate(attached)
- b) To consider items to be included in the next newsletter

9. Playgrounds and Open Spaces (POS)

- a) To receive the minutes from:
 - i. The POS Committee meeting 4th March 2025 for information(attached)

- ii. The POS Committee meeting 19th March 2025 and approve them as an accurate record(attached)
- b) To consider the following recommendations for actions from the meetings:
 - i. That the Parish Council should adopt the POS Committee Terms of Reference V1.0(attached)
 - ii. To dispose of all green waste via an appropriate paid facility at an approximate cost of £30 per deposit until options to create a compost heap within Beck Wood to ensure appropriate waste disposal are explored further.
 - iii. That the bike track in Beck Wood should be left to re wild and that no further inspections should take place.
 - iv. That seasonal works historically completed by current maintenance contractors be instructed to start from 1st April, and continue for the foreseeable future. That all other adhoc maintenance works identified be considered on a case- by - case basis.
 - v. That the Parish Council should give the POS Committee permission for a Working Party be established to facilitate specified tasks being completed by a team of volunteers working free of charge within Beck Wood during 2025.
 - vi. That the Parish Council should give the POS Committee permission to form an Asset Management Sub Committee to gather specialist advise in order to be able to progress with the creation of management plans for the assets specified within their terms of reference.
- c) To note priorities identified by the POS committee for April's maintenance schedule(attached)

10. Environment and Village Matters

- a) To note the completion of the installation of hoops and goals
- b) To consider a request from Cllr Pettit that the Parish Council support her in arranging a celebration of the full ownership of Glebe Field following the final mortgage payment, this event will be held in conjunction with the Orchard Garden Trustees in the Glebe Field and the Orchard Garden at a date to be agreed with the Trustees at their annual meeting on 7 April. (attached)

11. Finance

- a) To consider the grant application from Linton Residents Association for the sum of £1460.40 for the purchase and installation of a Village Notice Board with vinyl lettering(attached)
- b) To receive the minutes from the Finance Committee on 19th March 2025 and approve them as an accurate record(attached)
- c) To consider the following recommendations for actions from the meeting:
 - i) That a formal complaint be made to HSBC over the loss of banking mandate paperwork
 - ii) That following the final mortgage payment for Glebe Field made to PWLB on 28/02/2025, an application be made to get the charge released
 - iii) That for the purposes of financial reporting a new Excel spreadsheet be created by the RFO for use in 2025 – 2026
 - iv) That the existing agreement fishing rights agreement between the Parish Council and Wetherby and District Anglers Club Ltd be maintained, dates and signatures should be updated and re-signed
- d) To note there were no monies spent using the Clerk/ Chairs' delegated authority
- e) To note balances and receipts in the cashbook

- f) To note any project spend and grant receipts
- g) To authorise payment of accounts presented
- h) To note the receipt of a credit note for £120.00 from LCC as the result of a duplicate invoice

12. Organisational matters

- a) To receive the councillor's correspondence report and consider action as appropriate(attached)
- b) To note the historic archiving accession number WYAS10378 from West Yorkshire Archives provided to the Parish Council by a Resident (former Parish Councillor)

13. Training

To note training completed in March, and any tabled requests for future training

- i. Training completed by Cllr Powell – Off to a Flying Start and Cllr Askew – Talking Tables
- ii. To consider whether requests for training should now be deferred until the new municipal year begins to ensure the training allowance is directed to the Parish Council's needs

14. Planning

To receive and consider any new planning applications received prior to the meeting, and note updates to the planning report (attached)

25/01352/RM/NE Reserved matters of appearance, layout, scale and landscaping pursuant to outline application 23/04671/OT for single detached dwelling (Plot 2) Lowbeck House Crabtree Green Collingham

For note only- No objection raised.

25/01027/FU | Raising of roof adding one storey to dwelling, erection of two storey front and side extension, infill extension to rear, single storey side extension forming log store, canopy porch to front, fenestration alterations to all elevations including new garage door, new windows throughout, new balustrade to existing front terrace, raising of chimney height, widening of existing driveway, new fencing and gates to driveway, extension of hardstanding to front, and landscaping to front and rear. | Saas Fee Crabtree Hill

<https://publicaccess.leeds.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

25/01521/FU | Change of use of two flats into single dwelling; construction of single storey rear extension; porch to front; enlargement of single storey side extension | 2 James Court Collingham Wetherby LS22 5PA

<https://publicaccess.leeds.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=ST1W1AJBJDY00>

15. Highways

To note there are no changes to the highways report

***To note that item 16 on the agenda will be discussed in private**

16. Staffing Matters

- a) To receive the minutes from the Staffing Committee on 19th March 2025 and approve them as an accurate record(attached)
- b) To consider the recommendation from the Staffing Committee on the matter of staffing hours (attached)

17. Items for next agenda

18. Next Meeting

The next meeting will be the Annual Parish Council Meeting. This will be held on Tuesday 6th May 2025, at Collingham Memorial Hall.