

# **MICKLEFIELD PARISH COUNCIL**

Official Notice of a Meeting of Micklefield Parish Council to be Held on:

Thursday 2 March 2023, Churchville House, Churchville Drive, Micklefield, LS25 4AW, to commence at 7.15pm.

Members of the Council are summoned to attend this meeting. Meetings are open to press and public. The press and public may only speak during the public forum.

Signed: Clerk Date: 24<sup>th</sup> February 2023

## **AGENDA**

**22/272** To receive questions and comments from members of the public (PUBLIC FORUM)

**22/273** To disclose or draw attention to any disclosable pecuniary interests and any other significant interests that the member wishes to declare in the public interest, for the purposes of the Localism Act 2011, s31 and the Councillor Code of Conduct para 9 and Appendix B paras 4 - 9

### **22/274 APOLOGIES**

/1 To receive apologies for absence

/2 To approve reasons for absence

**22/275** To consider dispensation requests received by the Clerk prior to the meeting

**22/276** To identify any items requiring the exclusion of the public, in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960, s2, and the reason for exclusion

**22/277** To approve the minutes of the meeting held on Thursday 2 February 2023 (attached)

**22/278** To note matters arising from the minutes of the meeting held on Thursday 2 February 2023 FOR INFORMATION ONLY

**22/279** To note the minutes of the Finance and Corporate Management Committee meeting held Monday 17 October 2022 (attached)

### **22/280 CRIME**

/1 To note crime figures for February (supplied by East Leeds NPT)

**22/281** To note correspondence received (list attached)

### **22/282 FINANCE**

/1 To approve the accounts for payment (attached)

/2 To note a bank reconciliation to 31 January 2023 (attached)

/3 To note a budget update to 20 February 2023 (attached)

/4 To note that procurement thresholds for Contract Finders and the threshold values to apply for the purposes of the Public Contracts Regulations 2015 have increased and the Parish Council's Financial Regulations have been amended accordingly (amended page attached)

/5 To consider the Finance and Corporate Management Committee's recommendation that the Parish Council splits the CIL funds into two pots, as follows:

(i) £100,000.000 to be deposited into an account with Redwood Bank that offers 1.70% interest with a 35 day notice period for withdrawal

(ii) £250,000.00 to be deposited into a 1-year fixed bond with Cambridge Building Society that offers 3% interest, subject to no withdrawals during the bond term

/6 To receive an update on the future use of the restricted donation given to Micklefield

Parish Council by the now defunct Micklefield Bowling Club

### **22/283 ZOOM MEETING PLATFORM**

/1 To note that from 1 March 2023 the Parish Council's subscription to Zoom will increase by £1.00 per month to a monthly fee of £15.58 including VAT

/2 To note that there is still no provision in law for Parish Councils to hold virtual or hybrid meetings although Charity Trustee meetings are not restricted

/3 To assess the need to continue a subscription to Zoom

### **22/284 CIL CONSULTATIONS**

/1 To receive an update

### **22/285 WASTE REMOVAL CONTRACT**

/1 To note that the existing waste removal contract is due to end on 31 March 2023

/2 To review the existing contract specification and approve any further amendments

**/3 To approve that Blast Cleaning and Maintenance Ltd. undertakes a litterpick of the skate park and Diamond Jubilee Play Area and the removal of waste from the Parish Council's litterbins from 1 April 2023 to 31 March 2024**

**/4 To note that the current contract value is £4,031.64 (ex VAT)**

**/5 To note that previous contracts increased in value by the most recently published CPIH rate**

**/6 To note the CPIH rate of inflation published in January 2023 was 8.8%**

**/7 To consider increasing the waste removal contract by 8.8% to £4,386.42 (ex VAT)**

#### **22/286 GRANT APPLICATION**

**/1 To consider an application from Micklefield Regeneration Partnership for a grant of £250.00 to purchase decorations and refreshments for a garden party to celebrate the coronation of King Charles III (application attached)**

#### **22/287 FESTIVE DISPLAY CHRISTMAS 2023**

**/1 To receive a verbal report of the meeting of the Christmas Lights working group held on Monday 12th December 2022**

**/2 To approve a revision to the intended festive display south of the railway bridge, so that there will be a total of 6 street light motifs and no street tree displays**

**/3 To approve an additional sensor unit (isolator and sensor-type control equipment with electrical cable and high level socket) to the intended number for the street lighting columns south of the railway bridge, so that there would be a total of 4 new sensor units, instead of the previously agreed 3**

**/4 To approve the intention to install 4 sensor units to street lighting columns 65G293, 67G293, 71G293 and 73G293 on the Great North Road south of the railway bridge.**

**/5 To approve the intention to hire 6 wrap-around street light motifs to street lighting columns 65G293, 67G293, 71G293 and 73G293, and also 69G293 and 75G293 (where the sensor units are already in situ)**

**/6 To note that the new prices for 2023 will not be available from Leeds Lights until late March**

**/7 To approve that the application to the Hook Moor Wind Farm Fund be revised to seek a grant to cover the full cost of the supply and installation of a total of 11 sensor units to street lighting columns (4 south of the railway bridge, the previously agreed 3 opposite Garden Village bankings and the previously agreed 2 on Churchville Drive and 2 on Churchville Terrace**

**/8 To approve the intention to provide 2 Christmas Trees (15 feet high) with 30m strip lights for each tree (one at Churchville House and one at Garden Village bankings), hire 2 wrap-around street light motifs on Churchville Drive and 2 wrap-around street light motifs on Churchville Terrace, and to continue with the long-established hire of strip light displays in the 2 street trees on the Great North Road north of the railway bridge and in the 2 street trees on Church Lane**

**/9 To approve submitting an application to the Outer East Community Committee for a grant to cover the full cost of the supply of the 2 Christmas trees and the hire of 30m of strip lights for each tree**

**/10 To note that if either or both grant applications do not succeed, the Parish Council will need to reassess the actual Festive Display that it will provide for Christmas 2023**

#### **22/288 HIGHWAYS AND FOOTPATHS**

**/1 To note a resident's exchanges with Leeds City Council Kippax and Methley ward members regarding a request to mark yellow lines on Church Lane in front of Radford Meadows (Avant Homes Development) to prevent obstruction of the highway by parked cars (attached)**

**/2 To consider the resident's request for the Parish Council to support the request above**

**/3 To note difficulties experienced by users of the claimed footpath from St Mary's Walk to the new development (Radford Meadows – Avant Homes)**

**/4 To note action already taken to help resolve the difficulties and consider any further measures available to the Parish Council**

**/5 To note Leeds City Council's revised highways maintenance forward plan (Kippax and Methley Ward) (attached)**

#### **22/289 MICKLEFIELD IN BLOOM**

**/1 To note that a meeting of the Steering Group was held on Monday 27 February and consider any recommendations**

#### **22/290 PLANNING AND DEVELOPMENT CONTROL**

**/1 To note planning application notices received:**

**/2 To note planning decisions:**

**/3 To note Leeds City Council's Regulation 18 notice regarding the Leeds Local Plan 2040 – Scoping Document for Public Consultation (attached)**

#### **22/291 YLCA**

**/1 To receive a report on the Leeds branch meeting held on Thursday 23 February 2023**

**22/292 FACEBOOK**

**/1 To receive an update on the Facebook page**

**/2 To agree suitable items to post on the Facebook page**

**22/293 GARDEN VILLAGE**

**/1 To receive an update on a meeting with LCC highways officers to discuss the land between the accommodation road to the rear of Garden Village and the new housing development**

**22/294 POTENTIAL CYCLE PATH**

**/1 To receive an update from the working group on the potential to create a cycle path between Micklefield and Garforth**

**22/295 FACILITIES INSPECTIONS**

**/1 To note the weekly inspections sheets for Garden Village bus shelter, Vandicourt Infants' Playground, Micklefield Recreation Ground and Diamond Jubilee Play Area (attached)**

**22/296 FACILITIES MAINTENANCE**

**/1 To receive an update on the following remedial and maintenance works:**

- (i) the refurbishment of the springy rocker and multi play unit (rubbing down and treating the rust and repainting)**
- (ii) the repair of the cracks and chips on the skate park surface**
- (iii) the re-siting of the bin in Vandicourt greenspace to a location near the western perimeter of the skate park**

**22/297 GATEWAY STONES**

**/1 To receive an update on the assessment of the possibility of installing a village name sign**

**22/298 REGISTRATION AND TRANSFER OF TITLE**

**/1 To receive an update on the registering of the title to Micklefield Recreation Ground in the name of Micklefield Parish Council, as Sole Trustee of Micklefield Recreation Ground Charity**

**22/299 VANDICOURT ACCESS SAFE ENVIRONMENT (V.A.S.E)**

**/1 To receive an update on a set of revised leasing arrangements and the identification of what would be required from the Parish Council at each stage in terms of indicative and final designs for the V.A.S.E Scheme and legal and administrative charges**

**22/300 STAFF CONTRACT**

**/1 To consider the Finance and Corporate Management's recommended changes to the Clerk's contract of employment**

**22/301 Items for discussion and requests for agenda items (FOR INFORMATION ONLY)**

**22/302 To note that a meeting of the Trustee of Micklefield Recreation Ground Charity will be held on Monday 20 March 2023, at Micklefield Youth and Adult Centre (The Old Fire Station), Great North Road, to commence at 7.30pm**

**22/303 To note that the next meeting of the Parish Council will be held on Thursday 6 April 2023, at Churchville House, Churchville Drive, to commence at 7.15pm**

Joanne Hebden  
Clerk to the Council  
Micklefield Parish Council

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