

MINUTES OF THE ANNUAL MEETING OF LOWER WASHBURN PARISH COUNCIL HELD ON THURSDAY 8 MAY 2025 HELD IN THE PARISH ROMS AT LEATHLEY.

Present: Mr. D. Holmes, Mr. W. Keighley, Mr. N. Houseman, Mr. D. Portlock, Mr. J. Smith, Mrs K. Templeton, Mrs. L. Woledge, Mr. A. Wood.

Also in attendance: The Clerk and 1 member of the public.

1 ELECTION OF CHAIR

The nomination for chair was Mr. J. Buxton who was proposed by Councillor Mr. D. Holmes and seconded by Mr. D. Portlock. The motion was carried unanimously.

RESOLVED that Councillor Mr. J. Buxton be elected chair for the forthcoming year.

2. ELECTION OF VICE CHAIR

The nomination for vice chair was Mr. D. Holmes who was proposed by Councillor Mr. J. Smith and seconded by Councillor Mrs. Woledge. The motion was carried unanimously.

RESOLVED that Councillor Mr. D Holmes be elected vice chair for the forthcoming year.

3. APOLOGIES FOR ABSENCE

Mr. J. Buxton, Mr. J. Liddle

4. FREQUENCY OF MEETINGS

It was agreed that the present arrangement of six meetings a year be continued with the meeting date normally being the second Thursday in each month except for July to allow for the Great Yorkshire Show

2025

17 July (to allow members to attend the Great Yorkshire show)

11 September

13 November

2026

8 January

12 March (including the annual parish meeting)

14 May ((including the annual general meeting)

5. MINUTES OF THE MEETING HELD ON 13 MARCH 2025

Acceptance of the minutes was proposed by Councillor Mr. Keighley and seconded by Councillor Mr. Houseman and carried unanimously.

RESOLVED that the minutes of the parish meeting held on the 13 March 2025 circulated previously were a true record and were signed by the chair.

6. CLERKS REPORT

a) BT consultation on the proposed removal of public payphone services and lock the kiosks on the Leathley village green adjacent to the village hall.

A straw poll of a number of local residents had been taken to determine local views on this issue with no firm decision either way. The meeting was told of the possible future maintenance costs of up to £1,000 for materials plus labour which would involve paying a contractor to repaint and change the glass and signage

RESOLVED further discussions with the residents be carried out possibly using the parish magazine,

b) Mrs. P. Armstrong has resigned from the parish council.

RESOLVED that Mrs. Armstrong be thanked for her services to the council and send her the councils best wishes.

7. PARISH CARETAKER

Mr. Walsh has worked 24.5 hours in March 2025.

RESOLVED that this be noted.

8. PLANNING

APPLICATION RECEIVED

a) Mr. D. Ogilvie, Haddockstones Farm, Farnley Lane - Erection of a single storey oak framed car port/cart shed and workshop

The parish council had no objections.

b) Mr. Stuart Clarke, 1 Riverside Close, Otley - Demolition of garage. Erection of a single storey rear extension and two storey front extension. Alterations to fenestration.

The parish Council had no objections.

c) Barnes Associates Ltd, Woodbridge House, Leathley Lane, Leathley - Crown lift (by 5.2m) of 2no. Beech (T2 and T3) within Tree Preservation Order 86/2018 (T1, T2 on submitted plan).

The parish council support the application.

d) Proposed woodland planting at Leathley Hall – the parish had no objections.

APPLICATIONS APPROVED

a) Mr. D. Ogilvie, Haddockstones Farm, Farnley Lane - Erection of a single storey oak framed car port/cart shed and workshop. The development hereby permitted shall not be used at any time other than for purposes ancillary to the residential use of the dwelling known as Haddockstones Barn, Farnley Lane, Farnley, Otley, North Yorkshire, LS21 2QH.

APPLICATIONS REFUSED - nil

CORRESPONDENCE - nil

9. FINANCIAL MATTERS

a) Accounts processed for online payment.

1. M. Walsh work carried out in March	£408.06
2. Zurich insurance	£674.64
3. C. Smith internal audit	£55.00
4. M. Elam car mileage for the period April 2024 to March 2025	£63.00
5. M. Elam imprest	<u>£500.00</u>

TOTAL £1700.70

Paid out of imprest

1. Hire of village hall in March 2025	£30.00
2. Photocopying for meeting	£20.35
3. Data Protection fee	<u>£52.00</u>

TOTAL £102.35

£

RESOLVED that these payments be noted

c) Final account for 2024/2025 – a financial statement showing the year end accounts has been circulated to members.

RESOLVED that this be noted and approved. The accounts were signed by the chair.

d) Parish Audit – documents relating to the audit had been circulated to members

1. Annual governance statement 2024/2025

2. Accounting statements 2024/2025

RESOLVED that the annual governance and accounting statements for the parish be approved and signed by the chair. The internal auditors report indicated that the audit for 2025-2026 would look at the digital and data compliance used by the parish. This issue would be looked at by the clerk and Mr. Dearing who provides the parish with computer support.

10. HIGHWAYS ISSUES

a) The whites lining to the Farnley roads is worn away and needs repainting.

b) The road in Castley has been eroded by heavy vehicle and needs repairing.

RESOLVED that the issues mentioned above be reported to North Yorkshire highways.

11.MATTERS RAISED BY MEMBERS

a) Farnley – speeding traffic particularly at school times.

RESOLVED that this issue be raised with Otley council and Leeds council.

b) Leathley

1. There have been several accidents at Leathley bridge

2. There are concerns that traffic is speeding through Leathley

RESOLVED THAT THESE ISSUES BE RAISED WITH North Yorkshire Highways.

12. NEXT MEETING

The next meeting of the parish will take place on 17 July 2025 commencing at 8.00pm in the Leathley village hall.

Signed.....

Chairman