



# WETHERBY TOWN COUNCIL PROPERTY COMMITTEE MEETING MINUTES

**Date:** 29<sup>th</sup> August 2019  
**Time:** 08.30 hrs  
**Location:** Micklethwaite Room, Wetherby Town Hall

**Present:** Cllr Paul Bradley  
 Cllr Harry Chapman  
 Cllr Victor Hawkins  
 Cllr Neil O'Byrne (Chair)

**In attendance:** Iona Taylor, Town Clerk  
 Margaret Holmes, Deputy Town Clerk

1.	<p><b>Apologies</b>          It was resolved that apologies be received and accepted from Councillors Frame, Moss and Wilkinson</p>
2.	<p><b>Declarations of interests and requests for dispensations – None.</b></p>
3.	<p><b>Minutes of Last Meeting</b>          The minutes of the last meeting of the Property Committee held on 27/02/19, approved by members and received by Council on 23/03/19, were received subject to the correction of a typographical error on the date (2010 to read 2019).</p>
4.	<p><b>Financial End of Year Report</b>          The Financial Report for 2018/19 was received. The Chair noted that expenditure had been slightly below budget.</p>
5.	<p><b>Mower for Cemetery</b>          The report prepared by the Town Clerk was considered. Following consideration, it was agreed that a new mower should be purchased rather than repairing the current mower. An up-to-date quote was still awaited from Harlands.  <b>RESOLVED:</b>          a) The cheapest mower satisfying the specification be purchased at a cost of no more than £7,500 (checks to be made as to whether the Great Dane has any trade-in value).          b) Budgets Committee be approached to allow virement in the 2019/20 budget to cover the cost of the new mower.          c) A contract cut be procured if required at a cost as close to £1,080 + VAT (the figure in 2018) as possible.</p>
6.	<p><b>Sandringham Park</b>  <b>a) Woodland Trust Tree of the Year</b>          The Committee was pleased to note that an oak tree in Sandringham Park has been shortlisted as Tree of the Year along with up to 9 others. The shortlisted trees will face a public vote in September.</p> <p><b>b) Travellers</b>          The report prepared by Antony Exbrayat, the Council Intern, was considered. Another suggestion that had arisen was that a large planter be installed just within the entrance to Sandringham Park that would leave insufficient space for the turning of a caravan or similar vehicle thereby preventing access to the Park. It was agreed that the option of a planter should be explored further and prices obtained.</p> <p><b>c) Anti-Social Behaviour</b>          Councillor Wilkinson had received an email from a member of the public about the condition of Sandringham Park and the play area in particular was noted. The play area is the responsibility of Leeds City Council and any repairs reported to them are undertaken promptly. LCC Parks &amp; Countryside had been informed of the contents of the email. Reports of anti-social behaviour are reported to Leeds Anti-social Behaviour Team and the local Police, although the Council was only aware of one recent incident of anti-social behaviour. It was agreed that the situation be monitored and the possibility of a leaflet drop to neighbouring properties be considered.</p>



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	<p><b>d) Anti-Littering Mural</b> It was reported that the Council had been offered the opportunity of receiving (free of charge) an Anti-Littering Mural. 'Keep it, Bin it' had commissioned the street artist ATM to create the mural to be used at Leeds Festival. In order to extend the legacy of the mural, following the Festival, it was offered to local organisations. The Town Clerk had expressed an interest thinking that it might be affixed to the rear of the garages at Sandringham Park. It was agreed that the mural be accepted if it is offered to Wetherby. Permission to display it on a permanent basis may be required from Leeds City Council.</p>
<p><b>7.</b></p>	<p><b>Nidd Approach</b> The report prepared by the Town Clerk was considered. Following discussion: <b>RESOLVED:</b> a) To approach Leeds City Council to propose the provision of a wheelchair accessible swing at Sandringham Park. b) Residents local to Nidd Approach and pupils at Deighton Gates School be consulted on the preferences for seating on new swings. c) To obtain three quotations based on the results of the consultation. d) WTC's CIL Committee be asked to assist with funding the new swings. e) To explore other funding options for the new swings.</p>
<p><b>8.</b></p>	<p><b>Bridge Lights</b> Following consideration of the correspondence between Leeds City Council and the Town Clerk following damage to the lights across the bridge and discussion as to possible alternative replacements <b>RESOLVED:</b> a) To dispose of the existing remaining lights. b) To apply for funding to replace the lights with more modern, robust, single colour LED lights.</p>
<p><b>9.</b></p>	<p><b>Lighting of key features in the town</b> Following consideration, it was agreed that the suggestion that key features in the town, eg., the war memorial; rose sculpture at Bridgefoot; the memorial in the Garden of Rest; the anchor at Cluster of Nuts, etc., be lit should be included in the 2020/21 Action Plan for the Council.</p>
<p><b>10.</b></p>	<p><b>Scaur Bank</b> <b>a) Use of Scaur Bank for Junior Football</b> The Deputy Clerk reported that the Council had been approached by Wetherby Athletics u10s and u13s football with a view to allowing them to develop two junior pitches on the green space area at Scaur Bank between the existing pitch used by Wetherby Athletic Football Club under Licence and the play area. Members were supportive of the proposal and it was agreed that this possibility should be pursued. It may be appropriate to grant the u10s and u13s a Licence in similar terms to that granted to Wetherby Athletic Football Club. <b>b) Grass Cutting</b> The Deputy Clerk reported that she had been approached by a volunteer from Wetherby Athletic Football Club regarding the length of the grass on the football pitch they use under Licence. The Club are wanting the grass cutting shorter and lifted. This is beyond the terms of the existing grasscutting contract. It was agreed that the Council should facilitate the requirements of the Club if they are prepared to cover the cost.</p>
<p><b>11.</b></p>	<p><b>Bath House</b> The Project Outline prepared by the Town Clerk was discussed. The difficulties in obtaining the required three quotes for the repairs to the windows was also discussed, with Councillor Chapman confirming that several companies had been approached and, with the exception of Knaresborough Engineering, were either unwilling or unable to undertake the work or did not actually attend the arranged meetings.  Councillors Chapman, Hawkins and Moss were asked to provide the Town Clerk with a schedule of meetings that had been arranged and the outcome of each to show that efforts had been made to obtain three quotes for the work on the windows.</p>



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	<p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>a) Knaresborough Engineering be asked to update their quote in line with their previously submitted proposals for the repair and 'vandal proofing of the windows on the North-East side of the building.</li> <li>b) Leeds City Council Conservation Officer be asked to advise on the likely acceptability of the proposals and whether Listed Building Approval would be required before any work was undertaken.</li> <li>c) If so advised, to apply for any necessary Planning/Listed Building Approval.</li> <li>d) To proceed with the improvement works to the windows.</li> <li>e) To obtain quotations from surveyors, architects and project managers with a view to progressing the remainder of the project.</li> </ul>
<p><b>12.</b></p>	<p><b>Bridgefoot</b> The incident at Bridgefoot was noted and discussed. Advice is being sought from the Council's Health &amp; Safety Advisers. It was agreed that:</p> <ul style="list-style-type: none"> <li>a) subject to any advice received from the Health &amp; Safety Advisers, the area should be monitored and kept under review but that no further action should be taken.</li> <li>b) a letter be sent to the complainant thanking them for bringing this to the attention of the Council; confirming that the incident had been discussed by the appropriate Committee who had agreed to monitor the area and sending best wishes for a speedy recovery.</li> </ul>
<p><b>13.</b></p>	<p><b>Green Space Emergency Caretaking Service</b> The report prepared by the Town Clerk was considered. It covered arrangements put in place as a result of the Town Handyman's absence from work. It is not yet know when he will return. The temporary arrangements that had been put into place were noted. The Cemetery Superintendent had been servicing the bins and green spaces. The Deputy Clerk has been inspecting the play areas. The interim arrangements for Farm &amp; Land Services to provide a caretaker service were noted and approved to continue until the Town Handyman is able to return to work and resume his duties. This is at a cost of £60 per visit (twice per week) to include general maintenance duties and emptying of litter and dog waste bins and £20 per week for the inspection of the Council's play areas, bike tracks and adult exercise equipment. The cost of this service will have to be taken from the Property contingency budget.</p> <p>The Deputy Clerk was asked to formally record the Council's thanks to her and the Cemetery Superintendent for their willingness to take on the extra duties.</p>
<p><b>14.</b></p>	<p><b>Members of Observations of Green Space Areas</b> Councillor Hawkins drew attention to the drainage channels on the paved areas around the Market Place. The paved areas have been cleaned recently but the drainage channels are full of debris and no water is able to soak away. Whilst this is not the responsibility of the Council, the attention of Leeds City Council will be drawn to the blockages.</p>
<p><b>15.</b></p>	<p><b>Items for information – None</b></p>

The meeting closed at 09.48 hrs.

These minutes were recorded and prepared by Margaret Holmes, Deputy Town Clerk.