

COLLINGHAM with LINTON PARISH COUNCIL

Email: Clerk@collinghamlintonparishcouncil.gov.uk

Minutes of the Parish Council meeting held on 6th July 2026 at 7pm held in the Collingham Memorial Hall

Present: Cllrs Anthea Powell, (Chair), Paul Kerfoot, Lorna Murdoch, Patrick Wright

In attendance: B Crabtree – Clerk, one member of public

8947. Chair's Opening Remarks

Cllr Powell welcomed all to the meeting.

8948. Public Participation

A member of the public attended regarding an area of land adjacent to the beck and his property. He sought the support of the Parish Council in installing a gabion wall to reinforce the bank of the beck. Councillors agreed to undertake a site visit and meet with him to discuss the matter further.

8949. Apologies for Absence

All councillors were present.

8950. Declaration of Interests

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

No members of the council had any declaration of interest or requests for dispensation.

b) To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests

No members of the council declared an interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests

8951. Co-option Matters

a) To receive written applications for the office of Parish Councillor and to co-opt candidates to fill the existing vacancies

There were no applications to consider.

b) For the Declaration of Office to be signed (if applicable, to be approved by the council, and to be signed before the next Parish Council meeting)

This was not applicable, as no candidates were co-opted.

8952. Minutes of the Previous Meeting

Resolved that minutes of the council meeting held on 1 June 2026 be approved as a true and accurate record.

8953. Clerks report

The Clerks Report was received and noted. (Appendix A refers)

8954. Financial Matters

a) To receive and note current bank balances as at 30 June 2026:

The bank balances in the following accounts were noted.

Unity Trust T1 Current Account bank balance is £4313.27

Unity Trust Instant Access bank balance is £ 295,137.55

b) To receive and note a bank reconciliation and budget comparison to 31 May 2026

The bank reconciliation and budget comparison was noted. (Appendix B refers). next meeting. It was noted that some of the allocated budgets were currently over budget. The Clerk advised that she would review the budget in advance of the next meeting.

c) To approve the following accounts for payment:

15.07.2026 - Salary costs- £1397.07

31.05.2026 - G Baxter & Partners - Grounds maintenance - £822.00

17.06.2026 - YLCA - Clerk training - £35.00

29.06.2026 - Leeds City Council - Floral displays - £660.00

29.06.2026 - R Crabtree - Reimburse for litter pick supplies from Amazon - £207.82

30.06.2026 - R Crabtree - Reimburse for Wetherby Skip invoice – Beck Wood bins - £60.00

30.06.2026 - G Baxter & Partners - Grounds maintenance - £805.00

Resolved to approve the payments as presented.

d) To note the following payments previously authorised:

It was noted that the following payments had been paid as previously authorised

01.06.2026 - Affordable Waste - Waste removal - £35.23

8955. To consider the following council business and organisational matters and agree any necessary action:

a) To note the resignations of Cllr Locke-Edmunds and Cllr Johnson

The resignations were noted.

b) To consider a motion, received with written notice signed by at least one-third of councillors in accordance with Standing Orders 7, to rescind the resolution made on 1 April 2026 regarding the parish magazine (Item 8899g) and to revert to the previous arrangement

Resolved to revert back to the previous arrangement of four pages in the Parish Magazine, with the Clerk being responsible for collating and submitting all articles, including those provided by its beneficiaries.

c) To consider and agree the content of the Parish Council article for the next edition of the parish magazine

Resolved to include information in the Parish Magazine on the current councillor vacancies; Beck Wood and the Parish Council's management of it; how to contact the Parish Council; links to Leeds City Council for reporting issues such as graffiti and grounds maintenance; an update on litter bins; a reminder about the Local Plan; and details of upcoming community events.

d) To receive an update about the grounds maintenance

Cllr Powell provided an update on the grounds maintenance. The previous contractor has been continuing to cut the grass as previously agreed.

It was noted that the schedule included areas of land that are not owned by the Parish Council. Concerns were raised regarding insurance, liability, and the appropriate use of Parish Council resource.

It was **resolved** to cease maintenance works on land not owned by the Parish Council with immediate effect, The Clerk will contact the relevant landowners to advise them of the concerns and request that responsibility for maintenance is undertaken by the appropriate party.

Councillors agreed that, should the removal of these maintenance arrangements create a funding issue, the relevant organisations could apply to the Parish Council for grant funding, subject to the usual application process and eligibility criteria.

Proposed by: Cllr Murdoch

Seconded by: Cllr Kerfoot

Voting: 4 Members present. All voted in favour. The resolution was carried unanimously.

Additionally, the Clerk reported that an enquiry had been received regarding damage to the stone wall on the Linton 'triangle'. It was **resolved** to arrange for the wall to be repaired in the first instance, and the Clerk will seek to clarify responsibility for the maintenance going forward.

It was noted that a number of hedges need cutting back and it was **resolved** to grant the Clerk delegated powers to approve these works.

The Clerk had received correspondence regarding the overgrown area at the Beck Wood entrance and it was **resolved** to meet a contractor on site to discuss the options relating to this and the public right of way.

e) To consider the Beck Wood Management Plan

It was noted that a Management Plan is required for Beck Wood, and councillors considered the content of the proposed document and actions to support the future management of the site.

The Clerk reported that she was liaising with a company regarding a tamper-proof solution for the lifebuoy, following the recent theft of the lifebuoy and subsequently the replacement rope.

Resolved to install new signage at Beck Wood, including a QR code directing members of the public to the website, where they can access information such as water quality updates and report any issues.

Resolved that the Clerk investigate the installation of a feeder pillar to enable the future installation of CCTV and an electric gate, and obtain relevant quotations.

Resolved to defer consideration of employing a warden at this stage to allow the current issues to be monitored.

It was noted that there are potholes within the parking areas, and the Clerk will obtain quotations for the necessary repairs.

The Clerk will continue to publicise the parking enforcement and police presence at Beck Wood when necessary.

a) To consider the potential establishment of a Volunteer Group for support work in the village, including draft Terms of Reference

Resolved to establish a Volunteer Group and adopt the Terms of Reference and Volunteer Policy.

Resolved to grant the Clerk delegated authority to finalise the draft documents, including minor amendments to the adopted policy, risk assessment, and any other required documentation, in liaison with Cllr Powell and Cllr Wright.

It was agreed that the first volunteering day would take place on a Saturday at 9.00am at Beck Wood. The date will be confirmed once the Clerk has completed the necessary arrangements, including insurance requirements and preparation of publicity materials.

b) To receive an update about the bins in Beck Wood

The Clerk reported that she had arranged for two new bins to be installed at Beck Wood to replace the eight bins previously emptied by Leeds City Council (LCC). The new bins will be emptied at a cost of £30 per bin per week, and it was **resolved** to approve this expenditure for the foreseeable future.

The Clerk will obtain a quotation for cleaning the old bins so that they can be stored for future use.

c) To receive an update about the ad hoc maintenance works required across Parish Council sites

The Clerk reported that she was preparing a list of required works and obtaining quotations for ad hoc maintenance works. Councillors were asked to provide details of any additional works they were aware of that needed to be considered.

d) To consider and agree the arrangements for the Christmas lights

Resolved to approve the quotations for the removal of the lights at the Orchard Garden (£700), installation of new lights on the tree outside 1066 (£270), and the upgrade of new control equipment and safety check at Linton Hall (£400). It was also resolved to approve the hire of two Tommy remembrance motifs and installation of control equipment for the Tommy displays (£1,356), along with the hire and installation of five white LED looms at LMH (£1,395). The total cost approved was £4,121.

e) To consider the health and safety requirements for all Parish Council land and assets

Resolved for the Clerk to obtain quotations from suitable companies to carry out inspections of Parish Council-owned land and prepare the relevant documentation, including risk assessments, a Health and Safety Policy specific to the individual sites and any other key documents required to ensure the Parish Council remains compliant.

f) To review the Parish Council committee structure in light of the current number of serving councillors and to consider suspending the committees until further notice, with all committee business being determined by Full Council and the position reviewed once councillor numbers increase

Resolved to suspend all committees excluding the staffing committee until further notice.

g) To receive an update about the Miller Homes development

Cllr Wright reported that he had attended a site visit with a representative of the Flood Committee. He reported that buried building waste had been identified on land allocated for flood mitigation purposes and that muddy/silty water was currently being discharged into Collingham Beck from the site. The discharge was reported to be coming from the culvert located on the right-hand side of the bridge when viewed from the A58.

Cllr Wright advised that he had reported the pollution incident to the Environment Agency (EA) and had been informed that no feedback would be provided to the person reporting the matter. During the reporting process, he was also advised to report the potential land contamination to Natural England; however, Natural England advised that the matter should be reported to the EA.

Cllr Wright reported that he had contacted the Miller Homes Bridgewood Green Site Manager, who confirmed that the Contracts Manager would investigate the concerns. No further update had been received to date.

8956. To consider new matters requested by Councillors/Clerk and agree any necessary arrangements

a) To consider options for improving the water quality of Collingham Beck and agree an approach to upstream parish councils and representatives of local organisations to explore coordinated action

It was noted that Himalayan balsam is along the beck towards Bardsey and it was **resolved** to contact the Environment Agency to enquire about options for improving water quality and to explore the possibility of engaging a student volunteering group to assist with related works.

b) To consider matters relating to investigating the water quality of the river at Beck Wood, including contacting Surfers Against Sewage to seek permission to link to its water quality map on the Parish Council website and any other action

Resolved to contact Surfers Against Sewage to seek permission to link to its water quality map on the Parish Council website.

c) To consider information received about the use of mapping software and agree any action

Resolved to grant the Clerk delegated authority to approve the quotation of £200 for the mapping software, subject to her being satisfied with the software following the three-month trial period.

d) To consider and agree to purchase a storage facility on Glebe Field

Resolved to obtain quotes for a storage facility similar to the one already located at Glebe Field.

e) To consider and agree to provide defib and CPR training

Resolved to provide free defibrillator and CPR training to local organisation representatives. A budget of £300 was approved for this purpose. It was agreed that two separate sessions would be held, one in Linton and one in Collingham.

f) To consider and agree to carry out a tree survey and prepare a tree management plan

The Clerk reported that two quotations had been received. It was **resolved** to defer consideration and in accordance with Council Financial Regulations, obtain a third quotation before making a decision.

g) To consider and agree the arrangements for the floral displays

Cllr Powell reported that the watering of the floral displays had commenced. The contractor had advised that he was experiencing difficulties watering some areas in Linton due to their location alongside the roadside. It was **resolved** to purchase appropriate warning signs and cones for his use to improve safety while carrying out the works.

Additionally, it was agreed that the Chair would contact a relevant organisation to enquire whether the contractor could access a water supply from their tap.

It was **resolved** to provide autumn hanging baskets outside the shops in Collingham on the 1066 side of the parade.

h) To consider and agree arrangements for this years Christmas event

Resolved to defer this item to the next meeting.

i) To consider ways of encouraging more residents to become Parish Councillors and to agree any actions to support future recruitment and community engagement

Resolved to hold a coffee morning, with the date to be confirmed in due course. The Clerk will arrange for new flyers and posters to be prepared and displayed in local shops and organisations. The Clerk will also enquire whether details of the councillor vacancies can be included in the school newsletter.

It was **resolved** to extend the meeting to allow the remaining business to be considered.

8957. To receive information on the following new correspondence and decide further action where necessary

a) To note the information received about the Compton Modification order

The Compton Modification Order was noted, which relates to changes to the recorded public rights of way.

b) To consider the Local Roads Planned Highway Maintenance Programme 2027/28 to 2032/33+

Resolved that councillors will submit their recommendations to the Clerk to be forwarded to LCC.

c) To consider the Leeds Local Plan scoping consultation and agree whether the Parish Council wishes to submit comments on the proposed scope of the Local Plan and the approach to future consultation and engagement
Resolved to hold an extraordinary meeting on 21st July 2026 to consider this item.

d) To consider and agree to apply for the Mayor's Safer Communities Fund grant and determine the proposed project to be included within the application

It was noted that the deadline has now passed for this application but there will be another round in October and it was therefore **resolved** to defer this item.

e) To consider correspondence received from Leeds City Council regarding tree planting and agree any action
Resolved not to accept the offer from LCC.

f) To consider an enquiry from 1st Collingham Kingfishers Scout Troop & Wetherby Whalers Explorer Scout Unit regarding the use of Beck Wood

Resolved to allow the 1st Collingham Kingfishers Scout Troop and Wetherby Whalers Explorer Scout Unit to continue using Beck Wood as previously agreed. It was requested that the groups continue to use the appropriate signage and notify the Parish Council in advance of planned visits, so that details can be shared on Facebook to help address any public queries. The groups are also requested to adhere to the Countryside Code while using the site.

g) To consider a request to amend the location of the benches in Beck Wood

Resolved to move a bench to another location in Beck Wood as requested by a resident.

Collingham with Linton Parish Council

h) To consider concerns raised relating to the Bridgewood Green development

This was considered at item 8955g.

i) To consider correspondence received from a resident regarding issues in the village including antisocial behaviour

The correspondence was considered, and it was noted that options for addressing the issue had been discussed under minute item 8955e. Additionally, it was **resolved** to request that a PACT meeting be held in the village and to invite the Leeds City Council Anti-Social Behaviour Team to attend.

j) To consider correspondence received regarding land on Trip Lane

Resolved that the Clerk will contact LCC about this matter.

8958. Planning Matters

a) To note the planning applications received since the meeting held on 1 June 2026 and the comments made by the Proper Officer whilst she had delegated powers to comment

The following comments submitted by the Clerk using delegated powers were noted.

Application Reference	Address	Proposal	Comment
26/02811/FU	Warren House The Ridge Linton Wetherby LS22 4HJ	Alterations to existing dwelling, demolition of conservatory to the rear; alterations to existing dormer windows, and additional three dormer windows to the front; three dormer windows and rooflights to the front. Alterations and removal of existing windows and doors, including, bi-fold doors to the ground floor rear, french doors and balcony to first floor rear; Alterations to outbuilding to the rear including new roof; Landscaping throughout	Collingham with Linton Parish Council has no objections to this planning application.
26/02177/FU	Wetherby Golf Course Linton Lane Wetherby LS22 4JF	Erection of Irrigation Tank	Collingham with Linton Parish Council has no objections to this planning application.
26/02913/FU	Beech Wood Jewitt Lane Collingham Wetherby LS22 5BB	Demolition of existing single storey element; two storey side extension; replacement windows to rear and sides and alterations to rear fenestration; conversion of outbuilding to habitable room; solar panels to roof; widened vehicular access; associated landscaping including formation of patio, stairs and parking	Collingham with Linton Parish Council has no objections to this planning application.

b) To consider and decide upon planning applications received from Leeds City Council

Resolved to submit the following comments:

Application Reference	Address	Proposal	Agreed comment
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26/03341/FU	Croppergate College Farm Lane Linton Wetherby LS22 4HR	Variation of condition 2 (approved plans) to previously approved planning application 25/02612/FU (Part demolition of existing single storey elements; two storey front extension and part two part single storey front, side and rear extension; part two and single storey and part infill extension to other side and rear; new and amended windows and doors throughout; associated landscaping; new gates to existing front pillars) to include a further first floor extension above the approved flat roof section to the side	The plans do not appear to include an update. The submitted drawings show the north-east and south-east elevations of the extension; however, they do not appear to show the elevations incorporating the first-floor extension. The Council requests clarification and the submission of updated plans to accurately reflect the proposed works.
26/03152/FU	Beechwood 1 Leeds Road Collingham Wetherby LS22 5AA	Demolition of existing two storey outbuilding; and construction of part two storey, part single storey rear extension; detached garage to side/rear; obscure glazing to existing first floor side window	Collingham with Linton Parish Council has no objections to this planning application.
26/02864/FU	Wharfe Ghyll Linton Common Linton Wetherby LS22 4JD	Retrospective application for demolition of existing extensions; part single-storey, part two-storey side and rear extension	Collingham with Linton Parish Council objects to this application on the grounds that the proposal was previously refused and works should not have commenced without the necessary prior approval. The Parish Council is concerned that approving this application could set an undesirable precedent.
26/03404/FU	The Croft 7 Jewitt Lane Collingham Wetherby LS22 5BA	Alterations and re-siting to dormer window to the front; rooflight to front; timber cladding to rear dormer windows; juliet balcony to the rear; replacement windows throughout the dwelling; raised decking within the rear garden.	Collingham with Linton Parish Council has no objections to this planning application.
26/03379/FU	19 Johnson Crescent Collingham Wetherby LS22 5FS	Single-storey side extension	Collingham with Linton Parish Council objects to this application due to concerns that further extensions and additional hardstanding areas within this high-density development will increase surface water runoff, potentially contributing to flood risk and placing additional pressure on the existing attenuation tank.

c) To receive and note the planning decisions made by Leeds City Council

The following planning decisions were noted.

Application Reference	Address	Proposal	Comment	Decision
<u>26/02583/FU</u>	Rivulet Bridge Paddock Collingham Wetherby LS22 5BN	Demolition of garden store and erection of Single storey side and rear extension	Collingham with Linton Parish Council has no objections to this planning application.	Refused
<u>26/02305/FU</u>	Clifden Sicklinghall Road Wetherby LS22 6AA	Single-storey rear extension; replacement window with door to rear; raised terrace extension with steps and covered canopy to rear	Collingham with Linton Parish Council objects to this planning application on the grounds that the proposed cladding is not in keeping with the character and existing materials of the building. There are also concerns regarding potential dominance and overshadowing impacts on neighbouring properties, which may be adversely affected by this proposal.	Approved
<u>26/02297</u>	Site At: Bank House Orchard Drive Linton	Alterations to front including replacement cladding, removal of front balcony with new UPVC window and new windows and door to front	Collingham with Linton Parish Council objects to this application on the grounds that the materials used are not in keeping with the area	Approved
<u>26/01344/FU</u>	14 Johnson Crescent Collingham Wetherby LS22 5FT	Single storey side extension	Collingham with Linton Parish Council objects to this planning application due to insufficient information/incomplete application.	Approved

8959. Items for the next agenda

8960. Date of Next Meeting

Resolved that the next full council meeting is being held on 7 September 2026.

Confidential session

8961. Exclusion of Press and Public

To resolve to exclude members of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the nature of the business to be transacted at items 16 and 17 being prejudicial to the public interest

Resolved 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 public interest due to the confidential nature of the business to be transacted.

8962. To receive an update about the party wall on Parish Council Land and agree necessary action

It was noted that LCC has investigated the issue and that there has been no breach of planning control.

Collingham with Linton Parish Council

8963. Millbeck Green Footpath

To consider information received and agree next steps

It was noted that the Engineering company the Parish Council had initially contracted in May 2025 has advised Council that they are unable to undertake the tender process. It was **resolved** that the Clerk approach civil engineering companies to seek their views on the matter, obtain quotations for the required works, and request proposals for managing the project, including liaison with the relevant environmental bodies, Leeds City Council, and other appropriate organisations.

The Clerk will also contact Leeds City Council to enquire whether they are able to provide advice and support during the process. The Clerk will contact the insurance provider to seek advice about members of public accessing the fenced off area.

There being no other business, the Chair closed the meeting at 9.50pm.

Appendix A

Clerk's Report – July 2026

1. Actions from Previous Meetings

- **Beck Wood Bins**

Leeds City Council ceased emptying the bins in Beck Wood on 3 July 2026. Using delegated powers, I arranged for replacement bins to be installed, which will be emptied every Friday at a cost of £30 per bin.

There is also an existing Leeds City Council bin located next to the beck near Church Lane. Leeds City Council has advised that it will also cease emptying this bin but indicated that the Parish Council could assume responsibility for it.

I have sought quotations for emptying the existing bin; however, no contractor is willing to service a Leeds City Council-owned bin. I have therefore requested that Leeds City Council either:

- relocate the bin closer to Church Lane and continue to empty it; or
- remove the bin if they are unwilling to continue servicing it.

- **Internal Control Check**

This will be arranged shortly.

- **Website**

I have booked the Website MOT at a cost of £145, as agreed at the Parish Council meeting held on 11 May 2026.

- **Miller Homes**

I contacted LCC regarding the enquiries raised at the meeting held in May and had the following response: *The reserved matters application (19/07608/RM) for residential development up to 129 dwellings is what controls the aspects referred to below.*

Conditions 4, 5 and 6 refer to landscaping, etc.

I can see that Condition 5 was approved under 24/00783/COND, this controls the landscaping.

In terms of monitoring, it's all eventually subject to enforcement activity if development isn't in accordance with plans, but on large sites such as these there tends to be some back and forward – the bit that really matters is that once they've completed and leave site, everything should be as per the agreed plans unless formal agreement has been granted to change.

- **Registration of Parish Council Land**

I have not yet commenced work on this matter.

- **Beck Wood**

I contacted Leeds City Council requesting that Civil Enforcement Officers attend Beck Wood during the weekend of **27 June**. They have provided the following update:

Officers attended Thursday, Friday & Saturday afternoons last week; the double yellows were clear, the car park we have no jurisdiction of. We will continue to monitor, especially during very warm weather. We have the same sort of complaint on Warren Lane near Otley where people go swimming in the river and park on the Clearway.

As stated, we will continue to monitor particularly during the extreme warm conditions.

- **Microsoft**

I have arranged payment for the required Microsoft licences only. Additional accounts can be created as and when they are required.

2. Finance & Administration

- **HSBC** – I visited the HSBC branch in Leeds on **19 June 2026**. Since then, the bank has contacted me by email to confirm that the matter is being investigated. The Branch Manager has advised that she will assist in closing the account as soon as possible.

3. Additional Information for Agenda Items

- **Item 9f - Volunteer Group**

Members are asked to consider:

1. Approving the establishment of the Community Volunteer Group.
2. Adopting the Community Volunteer Policy.
3. Delegating authority to the Clerk, in consultation with the Chair or relevant Member, to:
 - finalise the associated documentation, including volunteer registration forms, briefing sheets and risk assessments;
 - undertake any amendments required by the Council's insurers
 - purchase appropriate equipment and personal protective equipment (PPE) within the approved budget
 - arrange appropriate insurance confirmation and health and safety arrangements;
 - organise and coordinate volunteer sessions;
 - approve suitable low-risk volunteer activities consistent with the adopted policy; and
 - make minor administrative amendments to the volunteer documentation as required, provided these do not materially alter the policy approved by the Council.
 - Agree the associated advertising
4. Agree an initial budget for equipment and consumables
5. Agree that the Clerk will report periodically to the Parish Council on volunteer activities, expenditure and any significant health and safety matters.
6. Agree a date for the first session

- **Item 11b - Local Roads Planned Highway Maintenance Programme 2027/28 to 2032/33+**

Leeds city council sent the following and the programme is included in the agenda Pack.

Each year we consult with you about the future works programmes in your ward. Please find attached our recommendations for the streets to be included:

Year 1 – 2027/28 Annual Works Programme includes both refurbishment and preventative schemes.

Year 2 – 2028/29 Forward Works Plan includes both refurbishment and preventative schemes.

Year 3,4 & 5 – 2030-33 Forward Works Plan includes only refurbishment schemes.

Year 5+ - Secondary list of streets that have not been included and are subject to funding,

How can you help?

- Do you know of any streets recommended for refurbishment over the first three years that would benefit residents more by being done earlier in the programme than others? We can alter the order of the list to some degree.
- Are there any streets in the secondary list that you feel would benefit residents more by being brought forward into the Forward Works Plan? Streets brought forward from the secondary list would have to be balanced by other streets programmed to be refurbished in other years 2 to 5 being delayed. (Refurbishment schemes should not be swapped with Preventative maintenance schemes to preserve the strategic approach of reducing the deterioration of the network as a whole)
- You may be aware of future developments in your ward that may have an impact on adjacent street(s). If any of the streets on the lists provided are affected by such proposals, please let me know so that our programme can accommodate this.

Please can I invite you to let me have your comments on the proposed programme by no later than **Friday 31 July 2026**. We can then assess your response and let you know how the changes you have asked for can best be accommodated in a revised final programme of works taking in to account the anticipated limitation of budget.

As in previous years we would also welcome the opportunity to provide a direct briefing. If you feel it would be beneficial to discuss any part of the programme, please contact the team via the same email address to arrange this.

In developing the forward programme, we have placed more emphasis on carriageway works in an attempt to further address the ongoing issue of potholes. The work proposed for 2027/28 is intended to spend the full, provisional, budget for local roads of £13m and is planned to be completed within that financial year. If any work must be postponed as the year progresses, then suitable work from the following years' proposals will likely be brought forward.

The whole of the provisional budget for years 2028/29 to 2032/33 have not yet been committed. This allows for changes in costs, later addition of streets that may require preventative maintenance, or those that may have deteriorated more quickly than anticipated.

You will be aware of the ongoing and increasing challenges facing the Council's budgets, which means that the funding for highway maintenance, along with many other services, is under continuing pressure. Whilst this proposed programme assumes no change to the funding, this approach to consultation will inform us of your preferred sites and in some cases order of delivery. We can therefore react to any potential change in funding more effectively.

It is also important to note that whilst we also receive an allocation of funding through the City Region Sustainable Transport Fund (CRSTS) settlement, we are still very much required to be able to demonstrate that we are spending highway maintenance funding efficiently and in accordance with sound asset management principles. For this reason, the planned highway maintenance programme for local roads, as well as for classified principal and distributor roads, is based on a condition led prioritisation, irrespective of geographical location within the city.

Our approach and processes in this area were recently validated by the Department for Transport (DfT) and for the first time they RAG rated each Local Authority. Of the 154 Local Authorities only 16 received a green rating, and Leeds was one of only two across Yorkshire, and the only one in West Yorkshire to receive a green rating. Subsequently the DfT confirmed that the ratings were designed to recognise best practice and drive improved performance. The "First of its kind rating system" shines a light on where local authorities are excelling and,

crucially, where more needs to be done to deliver change people see in their communities. Ratings are based on three key areas:

- the condition of local roads,
- how much LHAs are spending on road repairs,
- whether they are following best practice in maintaining highways.

- **Item 11c – Leeds Local Plan**

Leeds City Council sent the following:

Why we are contacting you

You are receiving this letter because you have previously taken part in a Local Plan consultation or signed up to receive updates.

About the Local Plan

The Local Plan will guide how Leeds grows and changes up to 2043. It will set out planning policies for the whole district and help shape decisions about homes, jobs, infrastructure, green spaces, climate, transport, design and the environment.

Why we are consulting now

The Government has introduced a new approach to plan-making. The Council is now progressing the Local Plan under this new system.

At this stage we are asking for your views on:

- the proposed scope of the Local Plan
- how you would like to be involved in future consultations

Responses from earlier consultations, including those received in 2025, are continuing to inform and shape the new Local Plan.

At this stage, we are **not** consulting on specific sites, detailed policy options or proposed site allocations. We currently expect the next main consultation to take place in winter 2026/27. This will give you an opportunity to comment on policy options and potential site allocation choices.

How to take part

The consultation is open from **Wednesday 24 June to Wednesday 5 August 2026**.

View the consultation online

You can view the consultation material and make comments online at: <https://leedslocalplan.commonplace.is>

Other ways to respond

If you cannot respond online, you can also send your comments by email or post:

- **Email:** leedslocalplan@leeds.gov.uk
- **Post:** Leeds Local Plan Consultation, Policy and Plans Group, Merrion House, Leeds, LS2 8BB

All consultation material is also available to view at Libraries, Community Hubs and Merrion House.

Supporting information

The attached [Statement of Representation](#) provides full details of:

Collingham with Linton Parish Council

- the scope of the consultation
- the topic areas being considered
- how to make representations

Additional information, including [summary of previous consultation activity](#), the [Notice of Intent to Commence Plan-Making](#) and the [Local Plan Timetable](#) is available online via the council's website.

Future notifications

Unless you tell us otherwise, we will continue to notify you about future stages of the Leeds Local Plan, including opportunities to comment on policy options, evidence and site proposals.

If you need this information in another format, please contact us and we will be happy to help. You can contact us by telephone on 0113 378 7993 or by email at leedslocalplan@leeds.gov.uk.

- **Item 11d – Mayor's Safer Communities Fund (Grant Round 10)**

The Mayor's Safer Communities Fund (Grant Round 10) is now open for applications. I would suggest that the Parish Council considers submitting an application for funding to support safety improvements in Beck Wood. The fund supports community safety and crime prevention initiatives. Subject to Members' agreement, an application could include items such as lifebuoy stations, CCTV, anti-vandal measures, water safety signage and other appropriate safety infrastructure aimed at improving public safety and reducing antisocial behaviour within Beck Wood.

- **Item 11e – Tree Planting**

LCC has sent the following:

I have been in contact with some of you already but for those who I haven't, I am letting you know that we can plant and maintain woodlands free of charge if you would like more trees in your Parish or area. Newly planted woodlands are vital for carbon offsetting because young trees absorb carbon very quickly whilst growing, a typical hectare can take up around 20–30 tonnes of CO₂ in the first five years.

Below is a case study of one of our tree planting sites just to give you an idea of what tree planting can look like before and after.

Initially the woodlands will be small twigs (and not particularly attractive as we do not mow the grass around them) but after around 4-5 years of management they'll look similar to the site below located on Dewsbury Road near the White Rose Centre [what3words /// The simplest way to talk about location](#). The second picture shows the area when it was first planted in 2021. Dewsbury Road is a very busy, noisy main road so as the trees continue to grow the residents will feel the benefit of noise reduction and also the trees have helped and will continue to help with soaking up traffic fumes. We have left plenty of space between the trees and the houses so when they're fully grown residents will feel more like they're in a rural setting rather than overlooking a main road. This is a good example of roadside planting to help with noise and fumes. However it is important to note that we need a fairly large area, free from underground services so many smaller verges are not suitable.

We have planted many sites across Leeds included disused former waste sites, a former golf course and areas within many of our parks and green spaces. The size of the planting has ranged from over 20 hectares to small sites containing only a few hundred whips like the example below.

Let me know if you are interested in new sites or have questions about old or existing sites we have planted.

Appendix B

Collingham with Linton Parish Council
Bank Reconciliation as at 31.05.2026
Prepared by Becky Crabtree 22.06.2026

Balance per bank statements as at 31.05.2026

Unity Account - Instant Access	£295,137.55	
Unity Account - Current T2	£14,731.27	
		£309,868.82
Unpresented cheques		
Closing balance per bank statements		£309,868.82
CASH BOOK		
Opening balance		£226,248.40
Receipts		£99,548.28
Payments to date		£15,927.86
Closing balance as per cash book as at 31.05.2026		£309,868.82

Difference £0.00

Collingham with Linton Parish Council
Budget Comparison
Year ended 31 March 2027

	2026-2027	Actual per month		
Receipts	Approved Budget	April	May	Income expected
Precept	£95,000.00	£95,000.00		£95,000.00
Council Tax Support Grant	£886.00	£886.00		£886.00
Bank Interest	£2,500.00			
CIL			£3,153.48	
Grants		£500.00		
Rent	£11,183.00			
Other			£8.80	
	£109,569.00	£96,386.00	£3,162.28	

	2026-2027	Actual per month		
Payments	Approved Budget	April	May	Budget Remaining
ADMINISTRATION				
IT	£1,581.00		£29.50	£1,551.50
IT Hardware Allowance	£500.00	£18.00		£482.00
Telephone contract	£350.00	£13.74		£336.26
Insurance	£2,000.00			£2,000.00
Subscriptions	£1,000.00	£971.75	£416.50	-£388.25
Room Hire	£1,000.00	£19.00		£981.00
Training	£2,000.00	£189.25	£135.20	£1,675.55
Stationary	£400.00			£400.00
Bank Charges	£120.00	£8.50	£8.80	£102.70
Internal Audit Fees	£495.00		£525.00	-£30.00
External Audit Fees	£630.00			£630.00
Payroll Support	£120.00			£120.00

STAFF COSTS				
Salaries	£23,000.00	£989.00	£1,071.03	£20,939.97
PAYE	£5,000.00	£268.13	£300.04	£4,431.83
Home working Allowance/Mileage	£750.00			£750.00

MAINTENANCE				
Contracted Grounds Maintenance	£17,000.00	£32.54	£1,057.54	£15,909.92
Reactive Grounds Maintenance	£23,000.00		£75.32	£22,924.68
Tree Work	£6,500.00			£6,500.00
Playground inspections	£220.00			£220.00
Reactive Play areas	£1,500.00			£1,500.00
Summer Baskets	£1,500.00			£1,500.00
Winter Baskets	£1,200.00			£1,200.00
Scout Hut Electricity				£0.00

GRANTS				
Grants Scheme	£10,000.00			£10,000.00
CMH Grants	£10,000.00			£10,000.00
LMH Grant	£10,000.00	£9,150.00		£850.00

HISTORIC PROJECTS				
<i>Jun 23 - Hardstand Harewood Road</i>	£7,000.00			£7,000.00

PROJECTS				
Woodland Management Plan	£15,000.00			£15,000.00
Footpath signage/ improvements	£8,000.00			£8,000.00

Christmas Lights	£8,982.00			£8,982.00
Sustainability Agenda	£2,000.00			£2,000.00
Parish Council Events	£10,000.00			£10,000.00

Total Base Budget	£170,848.00	£11,659.91	£3,618.93	£155,569.16
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RESERVES				
General Reserves	£69,933.00		£270.00	£69,663.00
Earmarked Reserves				
Election fund	£8,000.00			£8,000.00
Land Registry Fees	£10,000.00			£10,000.00
Solicitors Fees	£5,000.00			£5,000.00
Linton Crests	£8,000.00			£8,000.00
Sink Hole Contingency repairs	£5,000.00			£5,000.00
Total Reserves	£105,933.00	£0.00	£270.00	£105,663.00
Total budget and reserves	£276,781.00	£11,659.91	£3,888.93	£261,232.16

CIL Funds	145513.07		3153.48	£148,666.55
VAT Paid		9.25	369.77	£379.02
VAT Received				£0.00

VAT Amount £379.02
Actual Payments as of May 2027 £15,927.86
Actual income as of May 2026 £99,548.28