

# East Keswick Parish Council

Minutes of the Parish Council Meeting held on Tuesday 20th January 2026, 7.30pm at East Keswick Village Hall

**Present:** Cllrs Batty, Bailey, Ballmann, Clarke, Cunliffe, Waterfield (Acting Chair)  
Clerk: Cruse

**Residents Forum:** None

## 1. Public Forum

None.

## 2. Apologies

Received from Cllr Edwards.

Cllr Batty had informed the Council he would arrive late due to a delayed train, Cllr Waterfield took over as Acting Chair in his absence.

## 3. Declarations of Interest

None.

## 4. Minutes

Cllrs acknowledged that the meeting of 16th December was inquorate.

RESOLVED to approve minutes of the meeting held on 18th November 2025.

## 5. Clerk Report

### 5.1 Neighbourhood Plan

Awaiting feedback on the Consultation Statement from Leeds City Council (LCC).

Cllr Batty arrived.

### 5.2 East Keswick Wildlife Trust (EKWT)

Management fee uplift request received, awaiting supporting financial documents from EKWT.

Cllrs discussed increased budget allocation to EKWT for 2026-27 and conditional terms of the management agreement, including reports / surveys on the land managed.

RESOLVED to approve £1,000 budget allocation for EKWT management fee.

RESOLVED that Clerk would review the existing Management Agreement with Cllr Ballmann and produce an updated contract to accompany any fee increase.

### 5.3 Sports Field

Clerk reported that, due to LCC treeworks on Harewood Road, the Sports Field and the storage containers were now clearly visible to passing traffic and further security measures were required to protect the grounds and equipment there. Clerk advised that West Yorkshire Police had recommended installing discrete wildlife cameras around the site and such cameras were available for around £70. Cllrs also discussed the vulnerability of the site to occupation and requirements for deterring illegal encampments.

Cllr Waterfield reported that quotes for the pavilion refurbishment, required as part of the Emmerdale grant application process, were still needed but contractors were unwilling to provide them. Cllrs discussed the potential of paying a contractor to quote on the work and local contractors that may be willing.

RESOLVED to approve the purchase of wildlife cameras up to the value of £150 for security purposes.

RESOLVED that Cllr Waterfield would investigate signage and security requirements to deter illegal encampments.

RESOLVED that Cllrs Waterfield and Cunliffe would approach potential contractors for refurbishment quotes.

#### 5.4 The Sports Association

Clerk reported that we were awaiting feedback from YLCA on the existing constitution but that deed documents indicated that the land was already owned by the Parish Council as an entity, rather than the trustees being liable for it individually.

Cllrs discussed plans for the Sports Association and requirements to get the ground ready to meet the needs of Leeds SuperKings.

RESOLVED that Clerk would scan and share Sports Field deeds with the Parish Council.

RESOLVED that Clerk, Cllrs Batty & Waterfield would liaise with ex-Cllr Groves on administrative requirements and support.

#### 5.5 Roads and Highways

Clerk reported that the December Harewood Ward Highways meeting had taken place and a number of local issues were raised:

- Pedestrian safety problems on Lumby Lane were reported to LCC who committed to a site visit to assess safety requirements and traffic management measures.
- Pot-holes and drain cover failures on Main Street were reported to LCC who committed to reviewing and repairing them as required.
- The blocked drains on Whitegate below South Bank were reported, LCC committed to clearing them.

Clerk reported that subsequently residents had raised the need for repair to a deep pot-hole outside The Old Star and LCC had since repaired it.

Cllrs discussed issues caused by nuisance parking outside Orchard Cottage at the pinch point on Main Street, where pedestrians were regularly being put in danger by having to walk into the road around vehicles blocking the pavement and the bus service had been unable to run through the village because of vehicles parked in the road. Clerk reported that LCC and West Yorkshire Police had advised reporting each incidence to them online or through 101.

RESOLVED that Clerk would raise the issue of nuisance parking with the Ward Cllrs for further advice and action.

#### 5.6 Carr Green Bollard Replacement

Clerk reported that the replacement bollard had been discussed with St Mary Magdalene Church and was due to be installed.

#### 5.7 Playground Equipment

Cllr Waterfield reported that the grant application to Lady Elizabeth Hastings trust for money towards a new playground item had been successful and £1506.96 had been received.

Cllrs reviewed the preferred quotes for new equipment.

Clerk reported that the new toddler swings had arrived and would be installed.

RESOLVED to approve the purchase and installation of the Spinner Bucket from Kompan at £2089.14 + VAT.

#### 5.8 Phonebox Refurbishment

Clerk reported that LCC had advised that the request for MICE money towards the refurbishment was too large and that a funding application to the Outer North East Community Committee would be more appropriate, their next meeting is in March.

RESOLVED that Clerk would gather quotes and complete the funding application form as recommended.

#### 5.9 The Paths Partnership

Clerk reported that ex-Cllr Harrison had forwarded details of previous discussions with LCC about joining the Paths Partnership, for help with village footpath maintenance.

RESOLVED that Clerk would follow up with LCC about joining the scheme.

### **6. Members' Report**

#### 6.1 Keswick Marsh Bridge

Cllr Waterfield reported that Conservation Volunteers (CV) would install a new bridge in April.

## 6.2 Stile Wear on footpath behind The Grove

Awaiting the landowner repairing the worn stile.

## 6.3 Investment Accounts

Cllr Cunliffe advised that St James' Place would take on the Parish Council as a client for the investment of the reserves.

RESOLVED that Clerk would confirm and share the rules for Parish Council investments with Cllr Cunliffe.

## **7. Matters Requested by Councillors**

None

## **8. Planning Applications**

### 8.1 For Consideration

None.

### 6.2 Decisions made by LCC

25/06667/CLP	2a Allerton Drive	Approved
25/06239/FU	Low Gables, Cleavesty Lane	Refused
25/06225/FU	7 Paddock Green	Approved

## **9. Financial Matters**

### 9.1 Bank Account Balances

Community Account	£3,573.78
Sports Association Account	£5.52
Savings Account	£34,266.99

### 9.2 Accounts for Payment

The lists of payments from 17th November 2025 to 19th January 2026 were presented.

RESOLVED to approve the lists of payments, see Appendix 1.

### 9.3 2026-2027 Budget / Precept

Clerk presented the budget and Cllrs discussed setting the Precept.

RESOLVED that the budget was approved with the Precept request set at £25,000.

## **10. Matters for Inclusion**

Cllr Batty requested an item on the Bull Pound rent.

## **11. Next Meeting**

RESOLVED that the next ordinary meeting would take place on Tuesday 17th February 2026 at 7.30pm.

The meeting closed at 9.35pm.

These minutes were recorded and prepared by O Cruse, Clerk.

## Appendix 1

Payments Made: 21st January 2026

To Whom	Amount	Invoice Number	Account	EKPC Code	Authorised By
EK Village Hall	£36	25159	Community	E	Cllr Waterfield
EK Village Hall	£1000		Community	Y	Cllr Waterfield
EK Wildlife Trust	£500		Community	M	Cllr Waterfield
Glasdon UK Ltd	£295.46	924874	Community	V	Cllr Waterfield
Chris Park	£150	1	Community	T	Cllr Waterfield
Parish Clerk	£468.69		Community	A	Cllr Waterfield

Account Transfers Made: 21st January 2026

From	To	Amount	Transferred By
Savings	Community	£0	
Savings	Sports Association	£0	

Payments Made: 17th December 2025

To Whom	Amount	Invoice Number	Account	EKPC Code	Authorised By
EK Village Hall	£31.50	25150	Community	E	Cllr Waterfield
Ollie Cruse	£30.09		Community	D	Cllr Waterfield
Ollie Cruse	£44.98		Community	T	Cllr Waterfield
Andy Batty	£35.68		Community	T	Cllr Waterfield
GGs	£1,278	6658	Community	N	Cllr Waterfield
Parish Clerk	£468.69		Community	A	Cllr Waterfield

Account Transfers Made: 17th December 2025

From	To	Amount	Transferred By
Savings	Community	£5735	Clerk
Savings	Sports Association	£0	