

# East Keswick Parish Council

Minutes of the Parish Council Meeting held on Tuesday 17th February 2026, 7.30pm at East Keswick Village Hall

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

**Residents Forum:** Four

## 1. Public Forum

Two members of the public raised the issue of light pollution in the village, particularly from outdoor lighting on newly renovated properties. They have written an article for the Village News on the matter and asked the Parish Council for support in encouraging responsible outdoor light use (See Item 5.3). One member of the public updated on the progress of the Village Hall's carbon reduction project and raised an upcoming Open Day to be held that the Parish Council are invited to participate in. The Chair advised that the Parish Council would be happy to participate once the Open Day was confirmed and organised.

One member of the public raised the issue of flooding at the top of Moor Lane near the Harewood Road junction and potholes in the lay-by in front of the Post Box in the same location (See Item 5.6).

## 2. Apologies

Received from Cllr Batty.

Resignation received from Cllr Edwards.

RESOLVED to approve reasons for Cllr Batty's absence and accept Cllr Edwards resignation.

## 3. Declarations of Interest

Clerk expenses claim, ref. Section 9.2.

## 4. Minutes

RESOLVED to approve minutes of the meeting held on 20th January 2026.

## 5. Clerk Report

### 5.1 Policy Updates

Cllrs discussed the updated Data Protection, Media and Investment Policies.

Cllr Cunliffe raised a query on the time period for investments in the Investment Policy and the need for the Responsible Financial Officer to be registered for an investment account.

RESOLVED to approve the Data Protection, Media and Investment Policies.

RESOLVED Cllr Cunliffe and Clerk would liaise on registration for an investment account with St. James's Place.

### 5.2 Neighbourhood Plan

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

Clerk updated that the rough timescale of the project would hopefully lead to a referendum on adoption before the end of the year.

### 5.3. Light Pollution

Further to enquiries from residents, Clerk updated that whilst there are no planning restrictions on lighting in the village there are 5 point guidelines on how to responsibly manage outdoor lights to prevent light pollution. These had been submitted to the residents (ref. Item 1) for inclusion in their article for the Village News.

RESOLVED that the guidelines on responsible outdoor light usage would be shared through the Parish Council's communication channels.

#### 5.4 Sports Field

Clerk reported that wildlife cameras had been bought and would be installed at the Sports Field. Cllr Waterfield advised that a Security Policy was needed to cover the management of all Parish Council grounds, including security protocol, equipment and signage, in order to deter break-ins, theft, criminal damage and illegal occupation of the land.

Clerk updated that he was in contact with Leeds Super Kings to organise a meeting to discuss requirements for the coming season.

RESOLVED that Cllr Waterfield would draft a Security Policy for review.

RESOLVED that Clerk would discuss fitting the security cameras with a local contractor.

#### 5.5 The Sports Association

Clerk reported that the latest deed documents had been located at HartLaw and the individual trustees retained liability, rather than the Parish Council as an entity.

RESOLVED that Clerk would seek legal advice from HartLaw on amending all documents to have the Parish Council as trustee and registered landowner.

#### 5.6 Roads and Highways

Clerk reported that a traffic accident had damaged the white railings on the Bardsey side of Keswick Beck Bridge. LCC and Bardsey Parish Council (BPC) had been notified and Clerk would liaise with them for assistance and updates.

Clerk reported that Whitegates is scheduled to be closed all day on Sunday 15th March for works by Yorkshire Water.

Clerk updated that the boundary wall collapse on the Main St pavement by the Moor Lane junction was being handled by LCC building control and the Harewood Estate, who are the owners and liable for the repairs.

Clerk reported that LCC had asked for help identifying the owners of certain fields along Moor Lane, further to a complaint LCC had received from a resident about road flooding and blocked ditches. The general state of the roads after the wet Winter were discussed and the idea of a damage register was suggested.

RESOLVED that Clerk would discuss issues of flooding at the top of Moor Lane with LCC, as highlighted by the resident in the Public Forum.

RESOLVED that Clerk would look into the identity of the landowners on Moor Lane and update LCC.

#### 5.7 Playground Equipment

Clerk reported that the new equipment had been ordered and installation should be expected late March or early April. The playground would be able to stay open during installation but the central area would be cordoned off.

Clerk reported that the new toddler swings had been installed.

#### 5.8 Phonebox Refurbishment

Clerk reported that quotes for the refurbishment were still being sought and that more would be needed before applying for grant money from the Outer North East Community Committee.

RESOLVED that Clerk would continue to gather quotes and complete the funding application form when three had been received.

#### 5.9 The Village Litter Pick

The annual village litter picking event was discussed. It was suggested that it could tie-in with the Village Hall carbon reduction project Open Day.

RESOLVED that Clerk would discuss with the Village Hall trustee once a date for the Open Day was confirmed.

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

#### 6.1 Keswick Marsh Bridge

Cllr Waterfield reported that we were awaiting acknowledgement of the commission and a confirmation of dates for the installation the new bridge

## 6.2 Stile Wear on footpath behind The Grove

Awaiting the landowner repairing the worn stile.

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

None

## **8. Planning Applications**

### 8.1 For Consideration

23/00333/FU                      Field House Farm, Crabtree Lane

Orangery to rear incorporating time detailing and a stone plinth base; new doors to rear; demolition of existing conservatory.

RESOLVED that there were no objections to the application.

### 6.2 Decisions made by LCC

26/00535/DEXBN              61 Church Drive                      Approved

## **9. Financial Matters**

### 9.1 Bank Account Balances

Community Account	£2,459.51
Sports Association Account	£5.52
Savings Account	£34,266.99

### 9.2 Accounts for Payment

The lists of payments from 19th January to 16th February 2026 were presented.

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

### 9.3 2026-2027 GGS Quote

The updated quote for 2026-2027 grounds maintenance was presented.

RESOLVED to approve the quote for the coming year.

## **10. Matters for Inclusion**

Cllrs Ballmann & Clarke requested an item on the English Heritage listing of the Duke of Wellington.

Cllr Waterfield requested an item on a register of road repairs required in the Parish.

## **11. Next Meeting**

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

The meeting closed at 9.10pm.

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

## Appendix 1

Payments Made: 18th February 2026

To Whom	Amount	Invoice Number	Account	EKPC Code	Authorised By
EK Village Hall	£36	26009	Community	E	Cllr Waterfield
PKF Littlejohn	£348	20233264	Community	I	Cllr Waterfield
Parish Clerk	£468.69		Community	A	Cllr Waterfield
Glasdon UK Ltd	£21.10	929334	Community	V	Cllr Waterfield
Ollie Cruse	£99.98		Sports Association	L	Cllr Waterfield
Drive Style	£350.09	8116	Sports Association	L	Cllr Waterfield

Account Transfers Made: 21st January 2026

From	To	Amount	Transferred By
Savings	Community	£500	Clerk
Savings	Sports Association	£450	Clerk