

CRIGGLESTONE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 1st March 2016 at 7pm

Present: Councillors: Mrs C Binns, S Colley, P Crompton, P Daniels (Chair), M Oxspring, Mrs C Platten, R Reah, A Roe and Mrs M Skinner.

District Councillor: K Barker

342. APOLOGIES FOR ABSENCE

Councillor P Denton – Work commitments, Councillor Mrs Craven – Family commitments.
District Councillor Kirkpatrick

Resolved: That the apologies are accepted.

343. DECLARATIONS OF INTEREST

Agenda item 11 - Cllr Colley as a member of the PCC.

344. TO CONSIDER REQUESTS FOR DISPENSATIONS UNDER SECTION 33 OF THE LOCALISM ACT 2011

None received.

345. TO RECEIVE SUCH ITEMS THAT THE CHAIRMAN MAY WISH TO LAY BEFORE THE COUNCIL

The Chairman proposed that the retiring clerk's presentation should take place after agenda item 24.

346. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 2nd FEBRUARY 2016

Resolved: That the minutes are approved as an accurate record and were duly signed by the Chairman.

347. MATTERS ARISING FROM THE MINUTES HELD ON 2nd FEBRUARY 2016 FOR INFORMATION ONLY

321. The meeting was informed that the SAFER presentation at the VI had been arranged for September 15th at 2pm.

348. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

Resolved: That members of the press and public be excluded from the meeting following agenda item 24.

349. TO RECEIVE UPDATE AND FURTHER CONSIDER REQUEST RE: 130 PAINTHORPE LANE

The Clerk informed the meeting that WMDC Estates Officer had confirmed that the land in question is leased to the Parish Council. CPC need to be aware that any permission given would result in any long term maintenance required becoming the responsibility of the resident or the Parish Council and not WMDC. Should permission for a fence be given then this would need to be aesthetically pleasing. Should the fence height exceed 1 metre in height then planning permission would be required.

Resolved: (1) That the resident be given permission to plant the appropriate shrubbery at his own expense.

(2) That Crigglestone PC would undertake any maintenance that might be required.

As the Police representative had not arrived as yet and at the request of District Councillor Barker, the Chairman allowed agenda item 21 to be taken at this point.

350. (Agenda item 21) TO RECEIVE UPDATES FROM DISTRICT COUNCILLORS

Cllr Barker informed the meeting of the following:

The newly renovated play area on Hollin Lane was now officially open.

The playground at Painthorpe Lane would be renovated next.

A resident of Wood Lane had complained that inconsiderately parked cars were obstructing the view and continually blocking the highway. It was felt that a further round of leaflet dropping asking residents to park considerately should be undertaken.

Jayne Wilby was to be the Labour candidate in this year's elections

The housing association Riverside who are currently undertaking the improvements to properties in Painthorpe have been contacted by the District Councillors over the shoddy workmanship seen there. Discussions are underway to ensure the contractors return to make good those properties concerned.

Netherton Doctors Surgery is closing and all patients are being transferred to Ossett.

351. TO RECEIVE ANY PARKS AND OPEN SPACES ISSUES

The Chair of POS Committee reminded the meeting of the Easter Egg hunt being held in BEP on Easter Monday. Discussions over the purchase of the required Easter eggs were had and it was agreed that FBEP were to purchase the eggs and submit a receipt to the RFO for reimbursement. The draft BEP and Willow Garth Management Plans had been received and the Clerk would be circulating these shortly to the POS Committee for their consideration.

352. TO RECEIVE ANY HEALTH & SAFETY AND FINANCE ISSUES

The minutes of the meeting held on 23rd February 2016 were tabled. Councillors were informed that the next meeting would be changed to Tuesday 19th April 2016 at 6pm at the Village Institute.

Resolved: (1) That the minutes are received.

(2) That the administration recharge to the Village Institute to the Village Institute Charity for 2015/16 of £993 be approved.

(3) That the RFO send a letter of appointment and the Audit Plan to Diane Brown in respect of the role of Internal Auditor for 2015/16 Accounts Return.

353. TO RECEIVE ANY RIGHTS OF WAY ISSUES

None presented.

354. TO RECEIVE/CONSIDER HALL GREEN COMMUNITY CENTRE MATTERS

Councillor Mrs Binns advised the meeting that there had been a good turn out for the recent quiz night. She reminded members that saleable items were requested for the Jumble Sale due to be held on Saturday 2nd April, and could be collected if necessary.

Resolved: That the report be noted.

355. TO RECEIVE/CONSIDER VILLAGE INSTITUTE CHARITY COMMITTEE (VICC) MATTERS

The Responsible Financial Officer presented the following for payment:

Payee	Description	£
A Gordon	Salary for February and overtime payment for January	406.46
HM Revenue & Customs	PAYE 4th quarter	175.40
Criggstone Parish Council	Administration recharge for 2015/16	993.00

Resolved: That the accounts be approved for payment.

356. TO RECEIVE THE CLERK'S REPORT

The report had been circulated prior to the meeting. With regard to items:

2) It was agreed that a meeting should be arranged and that Cllr Alan Roe would attend along with Dave Lodge. Anyone with any questions should forward them directly to Cllr Roe who will raise them on their behalf.

Resolved: That the report is received and noted.

357. FINANCIAL MATTERS:

(i) TO APPROVE PAYMENT OF ACCOUNTS

The RFO presented the following for payment:

Payee	Description	£
J Craven	Miscellaneous gift for retiring clerk	49.00
Clerk (JM)	Salary for Feb, allowances and expenses	466.40
Clerk (SM)	Salary for Feb, allowances	414.97
Responsible Financial Officer	Salary for Feb, allowances and expenses	181.31
HM Revenue & Customs	PAYE 4th quarter	770.80
M Skinner	Reimbursement for purchase of garden sacks for POS members usage -general gardening waste/litter	15.75
Rynat Limited	Inspection & Assessment of Betty Eastwood Park BMX track	96.00
P & CC for West Yorkshire	Contribution towards Safe Scheme 4th quarter Jan-Mar	2462.33
Wakefield Council	Dec 2015 Christmas tree charges –located at 3 sites	5536.06
DC Print Yorkshire Ltd	Spring newsletter printing 4000 copies	380.00
T & D Contractors	Various garden works	3780.00
YPO	Stationery 2 invoices	54.63

Resolved: That the accounts be approved for payment.

358. (ii) TO CONSIDER GRANT AID REQUEST FROM ST JAMES' CHURCH.

At this point Cllr Colley left the room as she had previously declared an interest in this item.

The RFO explained that St James' Church had applied for a grant of £500 towards their intended purchase of IT equipment. Their application met the Council's criteria.

Resolved: That the Council, in accordance with its powers under Section 137 of the Local Government Act 1972 as amended, should incur the following expenditure, which in the opinion of the Council is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure of the amount set out below.

Grant towards IT equipment costs	Award	£500.00
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359. CORRESPONDENCE

A correspondence schedule had been circulated and the Clerk gave an update of additional correspondence received.

Item 1 –That it be noted CPC members support Cllr Box in his Council's decision

Item 3 **Resolved:** (1)That CPC members sign the petition individually along with the Clerk on the whole Council's behalf.

(2) That the remaining correspondence be noted.

360. PLANNING APPLICATIONS FOR CONSIDERATION

16/00179/CPL/ 97 Fishponds Drive, Crigglestone, WF4 3PD Proposed single storey extension to rear. **Noted**

16/00201/REM 15A Stoney Lane, Chapelthorpe, WF4 3JN Reserved matters application for appearance and landscaping following approval of 13/02814/OUT. **Noted**

16/00374/FUL 5 Cliff Grove Crigglestone Wakefield WF4 3EP . **Noted**

13/02469/SUB01 122 Painthorpe Lane Crigglestone Wakefield WF4 3HE Discharge of conditions 5 (boundary treatments), 7 (Materials) & 8 (Landscaping) pursuant of planning application 13/02469/FUL change of use and extension of existing Chapel of Rest to form a single dwelling, erection of a new Chapel of Rest, alterations to access

16/00204/FUL 50 Kenton Drive Durkar Wakefield WF4 3PN Conversion of garage to playroom first floor extension above and detached single garage. **Noted**

361. TO CONSIDER UPDATE ON ENFORCEMENT MATTERS.

Jon's Sheds, and Harratts: There was no further information on these items.

Resolved: That these items be placed on the agenda in 6 months' time to review/update the situation.

26 Cliff Lane – WMDC were pursuing the planning condition,

Resolved: To place on the agenda in two months' time to review/update the situation again.

362. HIGHWAY MATTERS:

i. To discuss any response re reduction in speed limits in residential areas.

No update received.

ii. To receive any update re Durkar Lane highways issues.

An update on the location of the HGV bans on Durkar Lane was shared. Discussions ensued over the point of requesting more bans, when the Police can't/won't enforce the current bans in place.

Resolved: That the Police be asked if they can enforce the HGV restrictions.

363. POLICE MATTERS

No police representative was present. The Clerk tabled the police report which was noted. Safe Scheme priorities were identified as speeding (as rota) and parking on footways especially at High Street and Stoney Lane, near Co-op. Neighbourhood Watch Scheme: the re-introduction of a scheme had been requested by residents and would be added to the next agenda.

364. TO RECEIVE UPDATE FROM DISTRICT COUNCILLOR

District Councillor Sanders joined the meeting and informed Members that the closing date for applications for the Neighbourhood Improvement Fund was 8 March 2016. He suggested that funding towards the Parish Council's Christmas trees might be sought. He further noted that Cynthia Binns had been selected as the Conservative candidate for the May elections.

As the meeting had reached 2.5 hours in duration with business still to be transacted, it was resolved to suspend Standing Order 3W.

365 TO CONSIDER COMMUNICATION ITEMS:

i) To consider provision of more notice boards in the parish.

The Clerk (SM) shared the 2nd quotation received and explained that whilst a 3rd quotation had been requested it had not yet been supplied. It was suggested that Woolley PC are approached as they too have recently installed a new notice board.

Resolved: (1) That the Clerk approach Woolley PC for contact details of their noticeboard supplier, with a view to obtaining a third quotation for the next meeting.

(2) That an application be made to Wakefield Council's Neighbourhood Improvement Fund.

ii) Press reports – items for publication.

Resolved: That the Clerk update parish items for the press.

iii) Items for the web site.

Resolved: That the February 2016 minutes and the February Police report are placed on the website.

iv) To consider update re proposal to set up Facebook account.

Copies of two social media policies were tabled for all members' information and consideration.

Resolved: That this item is placed on the next agenda for further consideration and agreement.

366. DATE, TIME AND PLACE OF THE NEXT MEETINGS

Resolved: (1) That the Annual Parish meeting will be held on Tuesday 5th April 2016 at 7pm in the Village Institute, High Street, Crigglestone.

(2) That the next Council meeting will be held on Tuesday 5th April 2016 at 7.05pm in the Village Institute, High Street, Crigglestone.

367. PRESENTATION TO THE OUTGOING CLERK

The Chairman gave an address to the outgoing Clerk of 10 years Janet Mitchell, in which he praised and thanked Janet for her dedication and continuing efforts to the work of the Parish Council. The Chair made a presentation of a bouquet of flowers and an engraved vase on behalf of the Crigglestone Parish Council members.

IN PRIVATE

368. TO RECEIVE THE PERSONNEL COMMITTEE MINUTES OF 23 FEBRUARY 2016 (tabled)

Resolved: That the minutes are received.

369. TO RECEIVE UPDATE ON HANDOVER ARRANGEMENTS FOR THE OUTGOING AND INCOMING PARISH CLERKS

The incoming Clerk reiterated what had been discussed at the Personnel Committee meeting of 23rd February under item 6.

370. TO CONSIDER PERSONNEL COMMITTEE RECOMMENDATIONS FROM MEETING OF 23rd FEBRUARY 2016

Resolved: That the recommendations under agenda item 6 are received and approved by full council.

The meeting closed at 9.45pm

SIGNED _____

DATE _____

CHAIRMAN

CRIGGLESTONE PARISH COUNCIL PUBLIC PARTICIPATION SESSION

Tuesday 1st March 2016

Mr and Mrs Jonathan Banks attended the meeting and gave an overview of the issues they were experiencing with their business Jon's Sheds and WMDC enforcement and contravention orders. Mrs Banks wished to have answers to certain questions. The Clerk requested that these be put in writing in order for no misunderstanding to be had.

Councillor Mrs Platten raised concerns raised by Mrs Margrave regarding parking at Durkar Lane and Durkar Rise. It was noted that the police were working with the school and traffic officers.