

CRIGGLESTONE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2nd February 2016 at 7pm

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

District Councillor: K Barker

316. APOLOGIES FOR ABSENCE

Councillor P Crompton (Vice Chair) - (Work commitments), District Councillors Kirkpatrick and Sanders

Resolved: Apologies were accepted.

317. DECLARATIONS OF INTEREST

None received.

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

None received.

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

The Chairman shared the success of a former Crigglestone Parish Council employee. Ben Parker went on to study music and is to have a composition of his played by the BBC Symphony Orchestra in the very near future.

320. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 5TH JANUARY 2016

Resolved: That with the following insertion amendment of 'Cllr M Oxspring & Cllr P Denton' at 287 (3), the minutes of the meeting held on 5th January 2016 be approved as a correct record and were duly signed by the Chairman.

321. MATTERS ARISING FROM THE MINUTES HELD ON 5TH JANUARY 2016 FOR INFORMATION ONLY

293. The meeting was informed that the only available date to hold a SAFER presentation at the VI was 7th April 2016. After further discussions it was agreed to defer until the Autumn. Cllr Binns and the RFO to liaise with the SAFER team for an alternative date.

322. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

Resolved: That members of the press and public be excluded from the meeting following agenda item 23.

323. POLICE MATTERS:

PC Jack May attended the meeting between 8.10pm – 8.40pm. Discussions included the recent increase in crime in the parish, HGV's on Durkar Lane, and speeding.

Resolved: (1) That the Safe Scheme police report is placed on the website after being received by members for residents' information.

(2) That correspondence to WMDC Highways requesting a weight restriction in both directions on Durkar Lane is sent, stating that this request is endorsed by the Police, and that the Police will independently contact Highways supporting the proposal.

(3) For Cllr Dagger to be contacted to add Haveroid Lane to the list of 20mph requests.

(4) That PC Jack May is thanked for his consistent efforts with regard to the Safer Scheme which has shown notable improvements since his involvement.

(5) That the Safe Scheme priorities agreed are: speeding, early evening and late night police patrols, NPT attendance in Hall Green on Friday evenings to address ASB, HGV's using Durkar

Low Lane illegally as a thoroughfare, parking on yellow lines at the Kingfisher. It was advised that BEP and Painthorpe patrols would continue but on a reduced level at the moment.

324. TO RECEIVE REPORT FROM THE PARKS AND OPEN SPACES COMMITTEE

The minutes of the Committee meeting held on 25 January were tabled and the Clerk drew attention to boundary issues between Betty Eastwood Park and property on Painthorpe Lane.

Resolved: (1) That the minutes from the meeting held on 25th January 2016 be received and noted.

(2) That clarification of the Park boundary be sought from Wakefield Council.

325. TO RECEIVE ANY HEALTH & SAFETY AND FINANCE ISSUES

a) A future mechanism to allow full council to see the budget and precept summary was discussed. It was agreed that this would be distributed to full council in February of each year before it is placed on the website.

b) With the recent increase in crime within the Parish Cllr Platten in consultation with the Chairman had advised PC May to increase the Safe scheme hours worked to address the situation. The RFO advised that there was room in the budget for the hours to be increased as the need arose.

326. TO RECEIVE REPORT ON RIGHTS OF WAY MATTERS

a) To discuss price to improve path from Village Institute to Back Lane.

T&D Contractors had forwarded their costing of £175 for the works. Discussions were entered into over the concern that this could be seen as setting a precedent as the footpath was not a public right of way.

Resolved: That as a goodwill gesture, due to the urgent remedial works required for the benefit of the residents, that on this occasion only, the quotation is accepted and the works approved to go ahead.

327. TO DISCUSS HALL GREEN COMMUNITY CENTRE MATTERS

Councillor Mrs Binns advised the meeting that the painting of a mural to the side external wall of the centre is being investigated. That the following community events have been confirmed:

Wednesday 17th February '60's' quiz night £1 for quiz sheet 7pm

Saturday 2nd April Jumble sale 1pm

Friday 22nd April 7pm 'Right Royal' Quiz night £1 for quiz sheet

Resolved: That the report be noted.

328. TO CONSIDER VILLAGE INSTITUTE CHARITY COMMITTEE (VICC) MATTERS

The minutes of the meeting held 5th January had been circulated previously for members' information.

The Clerk to the VICC advised that the cooker required attention, as there had been reports of its inefficiency from user groups. Cllr Platten offered the use of a spare table top cooker in the interim.

The Clerk to the VICC presented the caretaker's salary cheque for signature.

Resolved: (1) That the minutes of the meeting held 5th January are received and noted.

(2) That the table top cooker is accepted with thanks from Cllr Platten and the required PAT testing is carried out before any user groups use.

(3) That the following payment be approved:

A Gordon – salary incl overtime	£ 411.30
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329. TO RECEIVE THE CLERK'S REPORT

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

1) It was agreed to remove this from the Clerk's report and revisit the need to continue with it if any at the September 2016 meeting.

2) That an update for a future meeting is sought re the low noise surfacing and fencing progress and if no satisfactory response is received for a meeting to be arranged with Highways England.

4) For the Clerk (SM) to seek advice from YLCA regarding the use of Facebook and put on next agenda.

Resolved: That the report is received and noted.

330. TO RECEIVE FEEDBACK FROM MEETINGS – TOWN AND PARISH COUNCILS LIAISON GROUP – COUNCILLOR DANIELS.

Cllr Daniels attended the meeting on 27th January 2016. He gave a verbal report on the Waste and Recycling and the Eastern Relief Road that had been discussed. Next meeting is 20th April 6pm. Cllr Daniels offered his apologies as he already has a prior commitment.

Resolved: That the verbal report is noted.

331. FINANCIAL MATTERS:

(i) TO APPROVE PAYMENT OF ACCOUNTS

The RFO presented the following for payment:

	£
Clerk (JM) – salary + allowances + expenses for January	461.40
Clerk - (SM)– Salary + expenses for 4 -31January	385.41
Responsible Financial Officer – salary + allowances + expenses for January	160.75
Cultrix Ltd Website domain annual renewal	26.40
CS Roller shutter annual maint. for Hall Green CC	66.00
Xerox Ltd service agreement 24/9/15 – 23/12/15 (expires 31/12/15) final payment	7.14
Sandal Window cleaning services for Village Institute	168.00
Clerk (SM) advance expenses payment for Parish duties	100.00

Resolved: That the accounts be approved for payment.

(ii) TO DISCUSS CHANGES TO EXTERNAL AUDIT REGIME.

The RFO explained new arrangements to the appointment of external auditors comes into force on 1st April 2017, for the financial year 2017/18.

NALC, SLCC and ADA (Association of Drainage Authorities) working in partnership to set up a Sector Led Body for audit.

The SLB will procure, deliver and manage the audit contract to start 1st April 2017.

The SLB will appoint external auditors for those authorities that opt in.

Period of opt in (or opt out is 5 years from April 2017).

If Parish Councils wish to opt out then they must minute the decision and notify SLB by 31.03.2016 and make own their arrangements to appoint an external auditor.

The RFO recommended that due to the complexity of the appointment process which includes addressing competency and knowledge of public sector accounting; that the Parish Council remains opted-in to the SLB arrangement for audit.

Resolved: The Parish Council accepts the RFO's explanation and recommendation and agree to remain opted in to the SLB arrangement for audit.

332. CORRESPONDENCE

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

Resolved: (1) That re the fracking licence awarded to IGAS (² & ¹⁵) WMDC are urged to share any developments and that the Parish Council's contact details are added to WMDC contact list for this purpose

(2) With regard to the consultation on the Residential Design Guide (¹³) members were requested to submit any responses they may have to the Clerk before Tuesday 9th February in order for them to be submitted to WMDC by the closure date of 17th February.

(3) That the remaining correspondence be noted.

(4) That the SAFER Newsletter tabled is received.

333. TO DISCUSS PLANNING & HIGHWAY MATTERS

i To consider new applications/decisions

16/00008/FUL 202 200, Painthorpe Lane Crigglestone - Alterations of existing ground floor shop to form 1 retail and 1 hot food takeaway with associated external alterations to shop front & rear elevation and retention of existing first floor managers accommodation - **Noted**

16/00029/ADV, Starbucks Peel Avenue, Durkar – Replacement advertisement scheme comprising illuminated signage, and shop fittings (see full planning application for details) - **Noted**

16/00086/TPO, Slack Lane (land behind Newmillerdam) – Plan A area A to cut down self set small trees & saplings T1 Cherry to remove T2 Sycamore to crown lift Area B to coppice Willows and Alders Plan B T1 Picea to fell G2 Conifers to fell - **Noted**

15/02962/FUL, Land off Hollin Lane, Crigglestone – Detailed application for 1 no. dwelling following demolition of existing stables - **Noted**

ii To consider update on enforcement matters.

Jon's Sheds – ongoing

Harratts car sales – Email correspondence from WMDC was shared which highlighted that Harratts were also concerned about the lay-by parking issue. This was in spite of the fact that it was rare for car transporters to deliver directly to these premises. WMDC had agreed to seek to introduce parking restrictions for the lay by as soon as priorities allowed.

26 Cliff Lane – ongoing

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

As discussed under the Police report

iv To receive any update re Durkar Lane highways issues.

WMDC had indicated that the bend near Durkar House did not warrant a sign, and in respect of the bends at Baptist Hill the resident was seeking finance for an interactive sign.

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

334. TO DISCUSS ANY RESPONSE REGARDING LOCAL BUS SERVICE

There was no further response to date.

335. TO DISCUSS LITTER ISSUES AT DURKAR

There was no response to date.

336. TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS

District Councillor K Barker informed the meeting that funding of £231,000 had been secured for Crigglestone Sports Club. He also updated Members regarding Durkar Devils FC, the play area on Hollin Lane, Riverside – revamp of Painthorpe housing, WREN funding for Painthorpe Play group and Forrest Green.

He said fracking licences are likely to be decided by the Government in future with the decision being taken out of local authority hands.

The issue of Windfarm approvals – it is being considered that these decisions should come to the planning committee and not be delegated to the planning officers.

Concern was raised over the Discretionary Business Rates relief which is beneficial to smaller voluntary organisations. The applications received so far by WMDC would indicate groups seem unaware of its importance and closing date of April 2017.

District Councillor K Barker was congratulated on his nomination for Mayor Elect and Mayor for 2017 and thanked for his verbal report

Resolved: That the verbal report is received and noted.

337 TO CONSIDER COMMUNICATION ITEMS:

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

The Clerk (SM) shared the recent quotation received for a notice board identical to the current one located at the Village Institute.

Resolved: That the Clerk seek further quotations for the next meeting.

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 January 2016 minutes and the January Police report are placed on the website.

iv) To consider draft spring newsletter.

A draft newsletter was tabled and Members suggested amendments.

Resolved: That the newsletter be amended with the agreed alternative items.

338. DATE, TIME AND PLACE OF THE NEXT MEETING

Resolved: That the next meeting of the Parish Council be held at 7.00pm on Tuesday 1st March 2016 in the Village Institute, High Street, Crigglestone.

The Chairman thanked the members of the public present and closed the public part of the meeting.

IN PRIVATE

TO RECEIVE THE RECOMMENDATIONS OF THE PARKS AND OPEN SPACES COMMITTEE REGARDING CONTRACTS FOR 2016/17

The Committee's recommendations were noted.

- 339. Resolved:** (1) That, in respect of Betty Eastwood Park maintenance, the quotation received from T&D Contractors in the sum of £2,960 plus £18 per man/hour for one-off items be accepted.
(2) That, in respect of general maintenance works, the quotation received from T&D Contractors in the sum of £640 be accepted.
(3) That, in respect of hanging baskets, the quotation from T&D Contractors in the sum of £90 per basket for existing sites and £105 for new sites, excluding the cost of new plaques, be accepted.

340. TO DISCUSS SPONSORSHIP CHARGES FOR HANGING BASKETS 2016

Resolved: That sponsorship levels be agreed at £70 for existing sponsors and £99 for new sponsors.

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

Discussions were had over the need for alternative means of the incoming Clerks' petty cash arrangements.

The meeting was informed that the handover was progressing as well as could be expected on the hours that were allocated. A drive round of the area had proved beneficial to the incoming Clerk as it had helped with perspective of items discussed. The expected duration of the handover was raised and questioned.

Resolved: (1) That the incoming Clerk is advanced by way of cheque for £100 to cover items such as postage, envelopes etc and any other Council required items as deemed necessary to carry out her role.

(2) That a Personnel Committee meeting be called to further discuss and resolve the expected duration of the handover on Tuesday 23rd February at 5pm

The meeting closed at 10.20pm

SIGNED _____

DATE _____

CHAIRMAN

CRIGGLESTONE PARISH COUNCIL PUBLIC PARTICIPATION SESSION

Tuesday 2nd February 2016

No members of the public attended.