

# CRIGGLESTONE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 1 JULY 2014

**Present:** Councillors: Mrs Binns, Mrs J Craven, P Crompton, P Daniels, J Garthwaite, Mrs D Margrave, J Peebles, Mrs C Platten, A Roe and K Wainwright.

**District Councillors:** L Kirkpatrick and I Sanders.

**Apologies:** Councillor Mrs M Skinner and District Councillor K Barker

**94. APOLOGIES FOR ABSENCE**

Apologies were accepted.

**95. DECLARATIONS OF INTEREST**

Councillors Mrs Binns, Mrs Craven and Wainwright declared Disclosable Pecuniary Interests in item 12(i) and Councillors Daniels, Mrs Platten and Mrs Margrave declared Disclosable Pecuniary Interests in item 16 (v).

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

None received.

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

The Chairman commented on the service held that morning to commemorate the servicemen of Crigglestone who gave their lives in the Great War. The service was much appreciated and Councillor Wainwright was thanked for organising it.

**98. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 3 JUNE 2014**

**Resolved:** That the minutes of the meeting held on 3 June 2014 be approved as a correct record.

**99. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY**

The Clerk noted that Canon Ian Gaskell was happy to join the Community Hero Working Party again.

**100. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC**

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

***The Police report was deferred pending the arrival of the Police representatives.***

**101. TO RECEIVE REPORT FROM THE PARKS AND OPEN SPACES COMMITTEE**

Minutes of the Committee meetings held on 2 June and 23 June had been circulated. It was noted that the Clerk had ordered further plaques for hanging baskets and that a quote of £395 was recommended for a review of the 2012 tree risk assessment. Members discussed the problems caused by magpies in Betty Eastwood Park and the cull recommended by the Committee. The Clerk read out advice from the WMDC Estates Officer, saying they would not support a cull and suggesting advice be sought from the Countryside Rangers. The RFO said the Council's insurance would only cover the proposal with certain caveats. Methods of control were discussed. The views of the police had also been sought and would be awaited later in the meeting.

**Resolved:** (1) That the minutes of the meetings be noted.

(2) That the quote of £395 from Arbolution to review the tree risk assessment be approved.

(3) That advice regarding the magpie issue be sought from the Countryside Rangers.

***District Councillors Kirkpatrick and Sanders arrived (7.28pm)***

**102. TO RECEIVE REPORT FROM THE HEALTH & SAFETY AND FINANCE COMMITTEE**

The Committee had met immediately before the Council meeting and Councillor Daniels noted that the Council's Financial Regulations had been reviewed using a template from NALC.

**Resolved:** That revised Financial Regulations be presented for approval at the September meeting.

**103. TO RECEIVE REPORT ON RIGHTS OF WAY MATTERS**

Councillor Wainwright noted that he had reported the condition of the Springs footpath at Calder Grove and the path from Nibble Hill to Secker Lane to the footpaths officer at Wakefield Council.

**Resolved:** That the report be noted.

**104. TO DISCUSS HALL GREEN COMMUNITY CENTRE MATTERS**

Councillor Mrs Binns had obtained three quotes for floor covering at the Centre.

**Resolved:** That the quote of £2,846 including VAT from Booths be approved.

***Having declared interests at the beginning of the meeting, Councillors Mrs Binns, Mrs Craven and Wainwright left the meeting during discussion of this item (7.42pm – 7.46pm)***

**105. TO CONSIDER VILLAGE INSTITUTE CHARITY COMMITTEE MATTERS**

The Committee had met earlier and items discussed included revised hire charges and progress with the planning application for the car park.

**Resolved:** That the report be noted.

**106. TO RECEIVE THE CLERK'S REPORT**

The Clerk's report had been circulated. District Councillor Kirkpatrick would pursue the buffer zone issue at Haslegrave Park. A quote of £80 had been received for the provision of a stone trough to be installed at the Newmillerdam war memorial and Wakefield Council were prepared to fit the trough.

**Resolved:** (1) That the quote from Anelay Traditional Masonry of £80.00 for a stone trough be approved.

(2) That the report be noted.

**107. TO RECEIVE FEEDBACK FROM MEETINGS**

Councillors Mrs Binns and Mrs Craven reported on the YLCA branch meeting when the HS2 proposal was discussed.

Cllr Garthwaite noted that the meeting regarding the British Oak site had been rearranged. The Clerk reported on the SLCC conference she had attended.

**Resolved:** That the reports be noted.

***PS Loftus and PC May arrived (8.15pm)***

**108. POLICE REPORT**

Members had received a report on activity up to 23 June. This showed 21 recorded incidents. Some 22 hours had been worked on the Safe Scheme in this period, 14 by police officers and 6 by PCSOs. Speed checks had been conducted on Denby Dale Road (11 traffic offence reports issued) and priorities addressed had included parking outside the Nelson housing site and parking on the yellow lines outside the Kingfisher Restaurant (motorists advised). Foot patrols were also conducted throughout the area but no issues reported. The report showed three house burglaries in Hall Green and Craggstone and one theft of a quad bike in Painthorpe. There were two thefts from motor vehicles at Denby Dale Road (number plates removed) and at Wood Lane

(pedal cycle). In addition some 18 anti-social behaviour related calls were reported including nuisance motorbikes, nuisance youths and various suspicious incidents.

PS Loftus and PC May attended the meeting, and PC May spoke of his intention to improve the management of the Safe Scheme to ensure the Council's money was wisely spent. PC May tabled the Service Level Agreement which had been amended as requested.

Priorities for July would be speeding on Dennington Lane, High Street/Cliff Road, Durkar Low Lane and Denby Dale Road; parking on yellow lines at the Kingfisher Restaurant and parking issues near the Nelson building site.

With regard to the magpie issue, PC May said any culling by air rifle would require the Park to be closed but no specific licence was required. If the Council wished to proceed, he thought they ought to seek a consensus from residents. Consent should be sought from Wakefield Council as landowners.

**Resolved:** That the Service Level Agreement be signed by the Clerk as Proper Officer.

***PS Loftus and PC May left the meeting (9.00pm)***

Members further discussed the magpie issue in the light of the officers' comments.

**Resolved:** (1) That the Parish Council thank the police for their report.  
(2) That Wakefield Council be further consulted regarding the magpie issue.  
(3) That the public be consulted about the magpie issue via the autumn newsletter.

**109. FINANCIAL MATTERS: TO APPROVE PAYMENT OF ACCOUNTS**

The RFO presented the following for payment:

	£
Clerk – salary + expenses June	593.12
Clerk – salary + expenses July	444.64
Responsible Financial Officer – salary	201.68
Responsible Financial Officer – salary	201.68
DC Print (Yorkshire) Ltd – summer newsletter	400.00
K Butler – newsletter delivery	350.00
YLCA – book purchase	49.60
SLCC Enterprises – ILCA online training course (RFO)	118.80
T&D contractors – benches, cutting back	228.00
C Cullen, Oxley Smith Memorials – add name to memorial	280.00
Xerox UK - photocopier	27.52
CPC Village Institute - rent	300.00
British Legion Poppy Appeal – wreath and crosses	40.00

**Resolved:** That the accounts be approved for payment.

**110. FINANCIAL MATTERS: TO RECEIVE AND APPROVE QUARTERLY ACCOUNTS**

The RFO had circulated the balance sheet for the period April to June 2014.

**Resolved:** That the balance sheet be agreed and signed as a correct record and that the bank statement be initialled by all Members present as a correct record of the Parish Council's financial position.

**111. FINANCIAL MATTERS: TO RECEIVE AND APPROVE QUARTERLY BUDGET OUTTURN REPORT**

The report had been circulated and the RFO noted the balance as at 30 June 2014.

**Resolved:** That the budget outturn be approved by the Parish Council and signed by the Chairman.

## **112. POLICE SAFE SCHEME 2014/15: SERVICE LEVEL AGREEMENT**

The agreement had been signed under item 8.

## **113. TO DISCUSS GRANT APPLICATION FROM CHARLESWORTH CHARITY**

An application from the Charlesworth Charity had been circulated seeking a grant or loan of £3,600 towards the completion of the refurbishment of No1 The Almshouses, Boyne Hill to allow a new resident to move in. The Clerk had received advice from YLCA regarding grant/loan powers and Members discussed the Council's responsibility for the finances of the Charity.

***Councillor Mrs Binns left the room during this discussion (9.17pm to 9.19pm)***

***It was resolved to suspend Standing Orders to allow the meeting to continue (9.30pm)***

***Councillors Daniels, Mrs Margrave and Mrs Platten left the room, having declared interests at the beginning of the meeting (9.30pm)***

Further information was requested about the Council's powers and other sources of funding which the Charity might seek.

***Resolved:*** (1) That the item be deferred, to an extraordinary meeting, if necessary.

(2) That the Clerk clarify the relationship between the Council and the Charity.

(3) That the Charity be asked to investigate other sources of funding.

***Councillor Crompton left the meeting (9.44pm)***

***Councillor Daniels left the room (9.44pm to 9.46pm)***

## **114. FINANCIAL MATTERS: TO CONSIDER CHRISTMAS TREE PROVISION 2014**

No further information was available from Wakefield Council so it was assumed that three new trees would cost £4,800 in total. It was felt there was inadequate time to plan for a new tree at Durkar. The RFO reported on £600 promised from two sponsors.

***Resolved:*** (1) That a new tree near the Durkar stone not be progressed for 2014.

(2) That three trees at Newmillerdam, Hall Green and Cliff Road be ordered from Wakefield Council at a cost of £4,800.

***Councillor Mrs Craven left the room (9.50pm to 9.52pm)***

## **115. CORRESPONDENCE**

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| 1.  | Mary Creagh  | Email - Newsletter  |
| 2.  | LCR  | Email – LCR online  |
| 3.  | NALC   | Email - Brandon Lewis MP to headline Harrogate Conference   |
| 4.  | Roger Parkinson                                    | Email – meeting of Newmillerdam Tree Wardens' group 9 July  |
| 5.  | NALC   | LCR magazine  |
| 6.  | Mary Creagh  | Email - Newsletter  |
| 7.  | F4F  | Email – Bid writing course 24 June Leeds  |
| 8.  | LCR  | Email – LCR online  |
| 9.  | Cllr Jeffery                                       | Email – Invitation to a meeting to look at how WMDC and Town & Parish Councils can work together. 15 July |
| 10. | NOVA   | Email - Nova Wakefield District e-bulletin  |
| 11. | Yorkshire Water                                    | Email – Durkar Lane update  |
| 12. | Office of the Police and Crime Commissioner for WY | Email - The Police and Crime Commissioner out and about in communities – potential newsletter article     |
| 13. | Adam Walsh   | Email – Request for memorial bench in BEP   |
| 14. | Fit4Funding  | Email - Funding for Community Groups On-line course   |

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| 15. | YLCA   | Email - Details of how to submit nominations for the Birthday 2015 Honours List.   |
| 16. | Mary Creagh                                    | Email - Newsletter   |
| 17. | LCR  | Email – LCR online   |
| 18. | Highways Agency                                | Letter re M1 Noise south of Junction 39. Residents to be updated at meeting on 18 <sup>th</sup> July   |
| 19. | SLCC   | Email – News bulletin incl Practitioner's Guide – buy at £20 + £3 delivery or download for free  |
| 20. | YLCA   | Email - Update of the finance manual ' <i>Audit and Accountability for Local Councils: A Practitioner's Guide</i> '                                  |
| 21. | Mary Creagh                                    | Email - Newsletter   |
| 22. | Don John, Friends of Newmillerdam Country Park | Email – Friends need further funds for replacement of wooden boardwalk at Lawns Dike Trail in Newmillerdam Country Park: letter of support requested |
| 23. | Woolley PC                                     | Email – Meeting re wind turbines etc: Now proposed for 7pm Tuesday 9 September at Woolley Village Hall.  |
| 24. | Resident Willow Garth                          | Response to letter from Clerk about not parking on grass. Residents would like centre of woodland at Willow Garth to be cleared of undergrowth.      |
| 25. | Rural Action Yorkshire                         | Email – EBulletin  |
| 26. | Resident Church View                           | Email – Thanks for Mike Tivenan bench and concerns re magpies in Park 'taking over and becoming a nuisance with their squawking'                     |
| 27. | Normanton Town Council                         | Email - Concern re WMDC considering withdrawal of funds from Home Start.   |
| 28. | Health Watch Wakefield                         | Email - Annual Report  |
| 29. | Mary Creagh                                    | Email - Update   |
| 30. | WSP  | Email - Yorkshire Common Permit Scheme for Road and Streetworks - Consultation Results   |
| 31. | YLCA   | Email – White Rose Update  |
| 32. | YLCA   | Joint Annual Meeting 19 July Walshford   |

**Resolved:** (1) That Councillors Peebles and Mrs Craven attend the meeting with Councillor Jeffery<sup>(9)</sup>.

(2) That the Council is prepared to provide a memorial bench as requested by a local resident, the cost to be reimbursed by the resident <sup>(13)</sup>.

(3) That the finance manual '*A Practitioner's Guide*' be ordered at a cost of £23 <sup>(19)</sup>.

(4) That a letter of support be sent to the Friends of Newmillerdam Country Park <sup>(22)</sup>.

(5) That interested Councillors attend the meeting about wind turbines at Woolley <sup>(23)</sup>.

(6) That issue raised by a Willow Garth resident be referred to the Parks and Open Spaces Committee <sup>(24)</sup>.

(7) That the remaining correspondence be noted.

#### 116. TO DISCUSS PLANNING APPLICATIONS/DECISIONS AND HIGHWAYS MATTERS

Members noted the schedule of planning applications and decisions which had been circulated.

#### 117. TO CONSIDER DURKAR LANE CLOSURE MATTERS

It was noted that the work was nearing completion.

**Resolved:** That the date for the reopening of the road be sought.

#### 118. TO CONSIDER CONSULTATION ON COMMUNITY INFRASTRUCTURE LEVY

Information regarding the proposed levy had been circulated and was noted.

119. **TO RECEIVE UPDATE ON PUBLIC MEETING ON 18 JULY RE M1 NOISE AND POLLUTION**  
Councillor Daniels confirmed that the meeting would be held on Friday 18<sup>th</sup> July at 7pm in the Crigglestone Working Men's Club. All councillors and other residents were encouraged to attend.
120. **TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS**  
Councillor Sanders reported on a wind turbine application that had been deferred and Councillor Kirkpatrick noted changes in Wakefield Council's contact numbers (all 0345... now), Rural Ward police matters and the tree buffer zone at Haslegrave Park. Councillor Kirkpatrick congratulated the Council on the service that morning at the Crigglestone Cenotaph.
- Resolved:*** That the District Councillors be thanked for their contributions to the work of the Parish Council.
121. **PRESS REPORTS – ITEMS FOR PUBLICATION**  
***Resolved:*** That the Clerk update parish items for the press.
122. **TO CONSIDER INPUT FOR PARISH LINK MAGAZINE**  
***Resolved:*** That the RFO prepare the Parish Council insert for the next Parish Link.
- Councillor Mrs Margrave left the meeting (10.30pm)***
123. **TO APPROVE ITEMS FOR THE PARISH COUNCIL WEB SITE**  
***Resolved:*** That the June 2014 Parish Council minutes be placed on the website.
124. **TO APPROVE DELEGATION OF AUTHORITY DURING JULY/AUGUST**  
***Resolved:*** That any urgent issue arising during July/August be delegated to the Clerk in consultation with the Chairman and Vice Chairman and reported to the September meeting for ratification.
125. **DATE, TIME AND PLACE OF THE NEXT MEETING**  
***Resolved:*** That the next Meeting of the Parish Council be held in the Village Institute, High Street, Crigglestone at 7.00pm on Tuesday 2 September 2014.

**IN PRIVATE**  
None.

SIGNED \_\_\_\_\_  
CHAIRMAN

DATE \_\_\_\_\_

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**CRIGGLESTONE PARISH COUNCIL**  
**PUBLIC PARTICIPATION SESSION**  
**Tuesday 1 July 2014**

A resident brought the Council's attention to two recent accidents on High Street near the junction with Durkar Lane. Considerable damage had occurred and it appeared the accidents were caused by drivers speeding. It was suggested that Wakefield Council be informed and that speed bumps might be considered. The matter would be brought to the attention of the police.  
A representative of Mackie Hill School attended to say they were looking for new school governors. The matter would be put on the September agenda.