

CRIGGLESTONE PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING HELD ON
4TH OCTOBER 2016 AT 6.45PM IN THE VILLAGE INSTITUTE

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

In attendance: Clerk Ms S Mozer, RFO Mrs J Massey

District Councillors: Kevin Barker, Mrs Cynthia Binns

At the discretion of the Chair, Standing Orders were suspended to allow a minute's respectful silence for the recent passing of Mr John Newsome, a fellow Parish Councillor and active member of the community.

125. TO ACCEPT APOLOGIES FOR ABSENCE.

Dist Cllr Ian Sanders - unwell

Resolved: to accept the apologies

126. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Cllr Binns in item 19 as a WMDC District Cllr and member of the WMDC Planning Committee

Cllr Craven in 17, 5 as member of the PCC

Resolved: That the declarations of interest are noted.

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

None received

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

The Chair thanked those members that attended the funerals of both Mrs Keith Stocks and Mr John Newsome.

129. TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6th September 2016 (circulated prior).

Resolved: That the minutes are approved as an accurate record and are duly signed by the Chair

130. TO RECEIVE INFORMATION (MATTERS ARISING) ON ONGOING ISSUES AND DECIDE FURTHER ACTION WHERE NECESSARY

Min no. 95. 11/8/2016 – Crigglestone WMC application for premises licence – Clerk ill informed by WMDC, application is to allow members of public to attend events when they are held to cease the need to continuously apply for a TEN. Licensing office did not make this clear, WMC are not moving away from the club certificate they currently hold, they will now be able to open longer at weekends by half hour. Hearing saw application approved with no request to move smoke shelter enforced.

Min no. 115.3 6/9/2106 – Mr Buxton Jnr has now contacted Clerk, meeting to be arranged for Fri 21st Oct 3.30pm. Further agreed to hold this in the HG comm. centre.

131. TO AGREE THAT MEMBERS OF THE PRESS AND PUBLIC BE ASKED TO LEAVE THE MEETING FOLLOWING AGENDA ITEM 22

Resolved: Approved

132. POLICE MATTERS

PC May had given an earlier indication that he may not be able to attend this evening. The Clerk shared with members the additional item he had submitted. Cllr Platten informed that PC Finley hoped to attend to give further update on the vandalism in BEP

i. To receive the Police report

The Police report for September had been previously circulated and was taken as read. **Resolved:** That the Safe Scheme report for September is noted.

- ii. To approve the priorities

Resolved: that the rolling schedule of priorities are continued with the addition of Broadacres and Mackie Hill School and Mackie Hill Close.

133. TO RECEIVE UPDATES FROM DISTRICT COUNCILLORS

An amendment to the Arnold Clark application had been received by WMDC Planning Committee which the Parish Council should be receiving in due course for further consideration. Durkar residents have approached Dist Cllr Binns for her support in providing a Christmas tree for the area. CPC members stated they hoped the efforts of the residents and CPC in the location of Christmas Trees was not going to clash and hoped conversations, if necessary, could be had to avoid this.

Crigglestone continues to be a demanding parish from an anti social behaviour point of view from residents in WDH properties and work continues in liaising with the residents. Numerous complaints are coming forward regarding the Calder Park littering issues. Clerk to provide CPC's contact to Dist Cllr Barker so complaints can be forwarded. Council request a letter of complaint from the CPC is sent also.

134. PARKS AND OPEN SPACES

- i. To receive minutes of the meeting held 26th September 2016 (tabled)
These minutes were not available and would be circulated for the next meeting.
- ii. To receive reviewed POS Terms of Reference for approval by full Council
Resolved: That the POS Terms of Reference are approved for immediate implementation and were duly signed by the Chair of CPC and Chair of POS Cttee
- iii. To consider the recommendation from POS Committee of the appropriate course of action towards the known culprits, of the recent vandalism to the picnic tables and tree trunk in BEP

Lengthy discussions were held, the information from Kettlethorpe High School was shared, the information from the Police was shared.

Resolved: 1) That CPC will not prosecute the children, however should the same children be found to be carrying out any future similar actions then Council may not be able to be as lenient.

2) That CPC agree to the recommendation that the known culprits attend the BEP on Wednesday 5th October, Sunday 9th October and Sunday 16th October 2016 to carry out tasks as directed by the Friends of Betty Eastwood Park, which will go some way to making amends for their actions. The children are to be accompanied either by their parents or the school representative on all occasions.

3) That the offer to replace the damaged slats from one of the children's parents' is accepted.

4) That the vandalised tree is removed from the park in order to provide closure.

135. TO RECEIVE REPORT FROM HEALTH AND SAFETY AND FINANCE COMMITTEE

- i. To receive a verbal report from Health and Safety and Finance Committee meeting of 4th October 2016
A brief outline was shared; importantly members were advised that any considerations for the budget for 2017/18 needed to be received in readiness for the 6th December meeting. To consider recommendations regarding changes to the banking mandate
- ii. To consider recommendations regarding changes to the banking mandate
Resolved: 1) to approve the recommendation that the Council should move to internet banking for payment of creditors and salaries etc as soon as possible.
2) That 2 cllrs are nominated as the 2nd releasers of all payments once they have been approved by full council.

136. HALL GREEN COMMUNITY CENTRE MATTERS

- i. To receive update re: purchase of land to rear of HG CC
This had already been covered in matters arising
- ii. To receive roofing quotations
Resolved: To defer to a future meeting once the known outcome of the proposal to purchase the land to the rear of HG CC is known, as the current roof may need to be changed to accommodate the proposed extension anyway and not value for money if it is worked on twice.

137. VILLAGE INSTITUTE CHARITY COMMITTEE MATTERS

There was no report to share as the committee had not met.

- i. To sign cheques on behalf of the Village Institute Charity

A Gordon	Salary for Sept + overtime for August	444.88
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Resolved: That the presented payment is approved

138. TO CONSIDER PARKING ISSUES/PROBLEMS IN THE VILLAGE INSTITUTE CAR PARK

Discussions were held over the email received from a user attending the Yoga class and the way she had been spoken to about her entitlement to park and the ownership of the car park between the church and council. Council was informed that the Slimming Club had given notice at the Church with immediate effect which should see the prior issues diminish.

Resolved: That the church is written to informing them of the comments made to one of the VI users and reiterating so that there is no misinterpretation, that the car park is wholly owned, paid for and the responsibility of the Crigglestone Parish Council and further more that the initial agreement that Church members could also use the car park was one made on a 'Gentleman's agreement' and not written in stone.

- 2) That signage is erected both to the front and rear of the VI stating 'Village Institute parking only'

139. TO RECEIVE CLERK'S REPORT

Resolved: that the Clerk's report is received

140. TO RECEIVE REVIEWED & PROPOSED AMENDMENTS TO THE FINANCIAL REGULATIONS FOR APPROVAL BY FULL COUNCIL

The RFO had drawn up a summary sheet of amendments for member's attention which had been circulated prior to the meeting.

Resolved: 1) that the reviewed document and summary sheet is approved by full council and implemented with immediate effect.

- 2) That the reviewed document is uploaded onto the website and replaces the current one.**

141. FINANCIAL MATTERS: To approve payment of accounts

S Mozer	Salary & Allowances for Sept (increase in hrs)	687.53
J Massey	Salary & Allowances (£160.75) reimbursement £13.20	173.95
CPC Village Institute	3rd Quarterly rental invoice ref 417.16	330.00
Weston Hotel Scarborough	Hotel accommodation YLCA conference 2 nights x 2 rooms	240.00
YLCA	Annual Conference at Scarborough Fri 28th Oct / Sun 30th Oct	380.00
P&CC Safe Scheme	2nd quarterly payment* £2000- £389.64 Query in with Tracy Collings	1610.36
Cllr J Craven	Mileage expenses YLCA Tankersley and Havercroft	20.00
Information Commissioner	Annual Data Protection registration with ICO	35.00
Chubb Fire & Security Ltd	Annual fire equipment inspection of 6 items and 1 part replacement	133.56
Sandal Cleaning	Services Cleaning windows Feb to Aug 2016.	133.56

Resolved: That the above accounts are approved for payment

- i. To receive Budget Outturn report as at 30 September 2016

Resolved: Received and noted

- ii. To receive quarterly accounts July to Sept 2016 and September's bank statement

Resolved: Received and approved

142. TO RECEIVE ITEMS OF CORRESPONDENCE (list previously circulated)

Resolved: 1) item 5: To note the draft proposal received and to write a letter conveying the Council's concern as to what is to happen to the listed building that is in its original state and of huge historical value. 2) To note the remainder of the correspondence.

143. PLANNING APPLICATIONS FOR CONSIDERATION (circulated prior)

Resolved:

a) App. No: 16/02199/ADV -Noted

b) App. No: 16/02153/FUL - Object, having perused the application and the plans, the council fully supports an objection and concurs with the correspondence received from the adjoining neighbour at no.8 in its entirety.

c) App. No: 16/02282/TPO - Noted

d) App. No: 16/02233/FUL - Noted

e) App. No: 16/02196/FUL - Noted

144. TO DISCUSS ARRANGEMENTS FOR REMEMBRANCE SUNDAY 13TH NOVEMBER 2016

The Clerk had confirmed timings with the respective churches, 9.45am Newmillerdam, 10.30 St James' Church. The Clerk advised that the wreaths and string/tie wraps would be brought to the next meeting to be distributed to the chair and vice chair respectively. Some members noted that the sand in the Cenotaph at Newmillerdam was getting low; however the Clerk was advised that WMDC normally see to this arrangement.

145. TO CONSIDER COMMUNICATION ITEMS:

Resolved: Wakefield Express – now that the community column no longer had a journalist receiving input, it was agreed to send details of next meeting, brief summary of key points of meeting, where to find Police report, to the editor.

Parish Link magazine – What's on guide for VI, Police report, brief news from meeting, carol singing in BEP.

Web site – Agenda, minutes, Police report, What's on at VI, generally update the committee members and enquire with Cultrix as to where the Roll of Honour listing from 1979 has gone?

To consider and approve the proof of the autumn 2016 newsletter

Resolved: 1) That the proof is approved for publication with the discussed amendments.

2) That the Newsletter is delivered by DC Print to Mr Lenn Binns sometime over w/b 10th October

3) That the Newsletter is distributed to all in the community by Sunday 6th November.

146. DATE TIME AND PLACE OF THE NEXT MEETING

Resolved: The date and time of the next meeting of the Parish Council in the Village Institute, High Street, Crigglestone, WF4 3EB, is Tuesday 1st November 2016 at 6.45pm

Cllr Roe offered his apologies for absence at the next meeting, as he will be away on holiday.

IN PRIVATE -

147. To receive the minutes of the Personnel Committee meeting held 15th September 2016

Resolved: That the minutes are received

148. To arrange the next Personnel Committee meeting

Resolved: To arrange at a future meeting

As there were no further items to be discussed, the Chairman thanked members for attending and closed the meeting at 9.17 pm

SIGNED _____

DATE _____

CHAIRMAN

**CRIGGLESTONE PARISH COUNCIL
PUBLIC PARTICIPATION SESSION**

Tuesday 4th October 2016. 5 members of public present.

1. 3 residents of Mackie Hill Close a cul de sac off a blind bend, spoke to the Council about the escalating problems of inconsiderate parking at school drop off and pick up times, and inconsiderate parking in general. It transpires that double parking, parking over resident's drives, parking on footpaths, on the junctions, using resident's drives to turn around in.
The added difficulty is that the school location is not well sign posted at all, nor is the identification of the concealed entrance which brings with it the ever present danger of children dashing across the road, and colliding with an unsuspecting motorist. The situation is becoming unbearable.
There have been instances where residents with mobility problems are unable to use the footpaths due to cars being parked on them and they cannot or fear stepping into the road to get around the cars.
There is increased concern too that the emergency vehicles cannot access Mackie Hill Close again due to inconsiderate parking.
Council sympathised with the residents and agreed to contact highways about the signage provision and the Police about attending on site at appropriate times as part of the Council priorities.
2. The father of one of children responsible for the vandalism to the picnic tables in BEP, addressed the Council and apologised for their actions on his child's behalf.
3. Mr K Wainwright presented the FBEP chair with the donation money of £100 from the Pit Disaster event.