

CRIGGLESTONE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7 JANUARY 2014

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

District Councillors: Mrs J Drysdale I Sanders and L Kirkpatrick.

Apologies: None.

262. PRESENTATION OF COMMUNITY HERO AWARDS

The Chairman welcomed the nominees and members of the Community Hero Working Party to the meeting. As Chair of the Working Party, Councillor Daniels described the scheme and thanked residents for submitting nominations. He congratulated all the nominees. The Council Chairman then presented certificates to the runners-up, Christine Platten and Tony Betts, and gave the Community Hero Award 2013 to Kevan Norbury in recognition of his contribution to the 45th Wakefield (Durkar) Scout Group.

Resolved: That a press release be issued in respect of the 2013 Community Hero Award presentation.

263. APOLOGIES FOR ABSENCE

None.

264. DECLARATIONS OF INTEREST

None.

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

None received.

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

The Chairman wished all present a Happy New Year.

267. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 3 DECEMBER 2013

Resolved: That the minutes of the meeting held on 3 December 2013 be approved as a correct record.

268. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

Further to Minute 253 (2013/14) Councillor Wainwright said that the cost of adding the name of Albert Hewitt to the memorial at St James Church would be up to £30. The Clerk noted that no further action was to be taken regarding the proposed travellers' site at Durkar (Minute 252 (2013/14)).

269. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

Resolved: That members of the press and public be excluded from the meeting following item 22.

270. POLICE REPORT

PCSO McGuire attended and circulated a report which showed that 35 hours had been worked on the Safe Scheme in December, 29 by police officers and 6 by PCSOs. A total of 27 incidents had been recorded in the month. Patrols had been conducted by car and on foot, many in the early hours, in Crigglestone, Calder Grove, Newmillerdam, Durkar and Hall Green. A fly tipping issue in Betty Eastwood Park which had been reported by the Parish Council was dealt with and

further checks made. Nine hours over three days were spent on speed checks on Stoney Lane, Painthorpe Lane, Bull Lane and Denby Dale Road at Calder Grove resulting in 18 Traffic Offence Reports.

The report showed no house burglaries but one 'other' burglary where gardening equipment was removed from a clubhouse on Denby Dale Road. There were six damage offences at: the building site off St James Way, an unoccupied house in Painthorpe, two cars at Durkar and Painthorpe plus damage to items in Betty Eastwood Park. Three further theft offences were recorded, of a wallet and two mobile phones.

Some 17 anti-social behaviour related calls were reported. These included nuisance youths, fly tipping, nuisance bikes, bottle throwing and mini motorbike riding. There were also various reports of suspicious incidents which were satisfactorily concluded.

Priorities for January included speeding on Denby Dale Road, Wood Lane and Barnsley Road, parking on footways, inconsiderate parking on Denby Dale Road East, cars parked with headlights on facing the direction of traffic and dog fouling.

Resolved: That the Parish Council thank the police for the report.

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

The minutes of the meeting held on 3 December had been circulated. Councillor Mrs Platten suggested former Committee member Mike Tivenan might be commemorated with a bench in Betty Eastwood Park and it was agreed to seek an appointee to fill Mr Tivenan's place on the Committee.

Resolved: That the report be noted.

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

Councillor Daniels reported that the Committee had met earlier that evening to discuss the budget for 2014/15 and to recommend the precept to be sought from the District Council.

Resolved: That the Responsible Financial Officer be thanked for her input to the budget preparations.

273. TO RECEIVE REPORT ON RIGHTS OF WAY MATTERS

There was nothing to report.

274. TO DISCUSS HALL GREEN COMMUNITY CENTRE MATTERS

Councillor Mrs Binns reported that the Christmas tree lights switch-on had been a great success with thanks to Canon Roger Cressey and Councillor John Peebles.

Resolved: That the report be noted.

275. VILLAGE INSTITUTE CHARITY COMMITTEE: TO RECEIVE ANY URGENT ITEMS

Councillor Mrs Craven noted the Committee had met earlier. There were no urgent items.

276. TO RECEIVE THE CLERK'S REPORT

The Clerk had circulated a report detailing matters addressed during December including the loss of the post box facility on High Street. District Councillor Mrs Drysdale reported that she was to meet Gary Shaw regarding war memorial matters the following day.

Resolved: That the report be noted.

277. TO RECEIVE FEEDBACK FROM MEETING WITH HELEN WALKER

Parish and District Councillors had attended a meeting with Helen Walker at which further contact with Dane Royd School together with the possibility of a skate park in the area were discussed.

Resolved: That the report be noted.

278. FINANCIAL MATTERS: TO APPROVE THE PAYMENT OF ACCOUNTS

The Responsible Financial Officer presented the following for payment:

	£
Clerk – salary + expenses	455.62
Responsible Financial Officer – salary + expenses	202.60
YPO – office stationery	12.32
Rynat Ltd – BMX track inspection	96.00
WMDC - Contribution towards 3 Christmas trees	1,800.00
Xerox - photocopier	23.21

Resolved: That the accounts be approved for payment.

279. FINANCIAL MATTERS: TO RECEIVE AND APPROVE QUARTERLY ACCOUNTS

The Responsible Financial Officer had circulated the balance sheet for the period 15 September to 15 December 2013.

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.

280. FINANCIAL MATTERS: TO RECEIVE QUARTERLY BUDGET OUTTURN REPORT

The Responsible Financial Officer had circulated a budget report to 31 December 2013. She responded to queries.

Resolved: That the budget report be noted and signed by the Chairman.

281. FINANCIAL MATTERS: TO APPROVE VIREMENTS

The budget report highlighted possible virements to reflect the current financial position.

Resolved: That the proposed virements be approved by the Council.

282. FINANCIAL MATTERS: TO APPROVE THE PRECEPT REQUEST FOR 2014/15

At the earlier Health & Safety and Finance Committee, the Responsible Financial Officer recommended a precept of £49,130 which would ensure that there would be no increase on council tax payers' bills for the parish precept.

Resolved: That the Responsible Financial Officer submit the precept application to Wakefield Council in the sum of £49,130.

283. CORRESPONDENCE

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| 1. | YLCA | Email - Future of local audit – draft regulations consultation |
| 2. | NALC | Email – News bulletin: S137 limit, Electronic Dispatch of Agendas, town and village greens, Tractor trailer weight limit consultation |
| 3. | WMDC | Localisation of Council Tax Support – no further financial support to PCs |
| 4. | Your Fields in Trust | Email - December update |
| 5. | LCR | Journal |
| 6. | Hemsworth TC | Email – copy of approach to Wakefield Council requesting deferral of consideration of Localisation of Council Tax Support |
| 7. | Northern Gas Networks | Email – Fuel Poverty (am) and Improving Carbon Monoxide awareness (pm) workshops. York 20 January. Attend either or both. Response required by 3 January |

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| 8. | Nova District | Email - E bulletin |
| 9. | WMDC | Email - Review of Polling Districts, Polling Places and Polling Stations 2013 St James proposal approved – classroom at front of school No other changes |
| 10. | YLCA | Email - Government Statement - Localisation of Council Tax Support Grant |
| 11. | RAY | Email – RAY news |
| 12. | Mary Creagh | Email - Newsletter |
| 13. | SLCC | Email - Data Transparency Code, Parish Precepts – Referendum Principles and LTCS Grant, Council parking strategies, “Our Place” Programme extended, Number of councils submitting financial reports on time has improved |
| 14. | YLCA | Email – Information update: Government Statement - Localisation of Council Tax Support; Government’s Autumn Statement 2013; Government Support for local shops and high streets; £20m fund to help protect vulnerable rural post offices; North Yorkshire Joint Working Principles for Engaging Communities; North York Moors National Park Planning Application Local Vetting Criteria Survey 2013; Latest training opportunities – Neighbourhood Planning Camp and community development in rural areas; Latest NALC Briefings. |
| 15. | Yorkshire Water | Email – Installation of new sewer along Durkar Lane, from the junction with Ashwood Grange, to Denby Dale Road East near to the junction with Durkar Court. Work starts 20 Jan. Customer drop in at Village Institute 9 January |
| 16. | High Speed Two Ltd | Public consultation on route – Deadline 31 Jan 2014 |
| 17. | Resident Durkar Lane | Email – Possibility of Christmas tree at Durkar stone site? |
| 18. | YLCA | Email – Localisation of council tax benefit: parish grant 2014/2015. Grant not passed on by district councils |
| 19. | NALC | Email – NALC Events Calendar 2014 |
| 20. | YLCA | Email - Eric Pickles publishes the first ever guidance on weekly bin collections, sent to all local authorities |

The Responsible Financial Officer noted that, under the localisation of council tax benefits, Wakefield Council did not intend to pass on the parish precept top up grant from central government. YLCA had suggested that local councils may wish to make representation to their MP and Members were minded to do this.

Resolved: (1) That the provision of a Christmas tree near the Durkar stone be considered later in the year ⁽¹⁷⁾.

(2) That the Responsible Financial Officer write to Mary Creagh MP to request that the top up grant be passed on to parish councils ^(3, 6, 10, 18).

(3) That the remaining correspondence be noted.

284. TO DISCUSS PLANNING APPLICATIONS/DECISIONS AND HIGHWAYS MATTERS

Members noted the schedule of applications and decisions which had been circulated. The Clerk had also a further response regarding the Hollingthorpe Lane/Stoney Lane mini roundabout. Councillor Wainwright queried the lack of wheel washing at the St James Way site and District Councillor Kirkpatrick undertook to pursue this matter.

Resolved: That the schedule and response as above be noted.

285. TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS

Councillor Kirkpatrick confirmed that the proposal for a travellers' site at Durkar had been abandoned. The site works would be made good. He noted that he proposed to seek a 30mph restriction on the whole length of Durkar Low Lane and that he had made representations to Mary Creagh regarding the post box on High Street.

Resolved: (1) That the District Councillors be thanked for their contributions to the meeting.
(2) That local residents be thanked for their involvement in the travellers' site issue.

286. PRESS REPORTS – ITEMS FOR PUBLICATION

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

287. TO CONSIDER INPUT FOR PARISH LINK MAGAZINE

Resolved: That the Responsible Financial Officer prepare the Parish Council insert for the next Parish Link.

288. TO APPROVE ITEMS FOR THE PARISH COUNCIL WEB SITE

Resolved: That the December 2013 Parish Council minutes be placed on the website.

289. TO CONSIDER INPUT FOR SPRING NEWSLETTER

Items for the spring newsletter were suggested including the Community Hero Award for 2013.

290. 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 4 February 2014.

IN PRIVATE

291. TO RECEIVE THE REPORT OF THE PERSONNEL COMMITTEE

The minutes of the Committee meeting held on 3 January had been tabled and Councillor Mrs Craven noted the positive outcome of the Responsible Financial Officer's probationary review. The salaries and hours of the RFO and the Clerk had been reviewed and Members had also considered the caretaker's holidays and the role of a former caretaker.

The Clerk and Responsible Financial Officer left the meeting during discussion of their salaries and hours (8.44 to 8.48pm)

Resolved: (1) That Joanie Massey be confirmed in post as the RFO/Assistant Clerk.
(2) That the RFO/Assistant Clerk join the SLCC at a cost of £5 joining fee and £76 subscription
(3) That the RFO/Assistant Clerk be supported in principle to undertake the ILCA course if she wishes.
(4) That the Clerk provide details of past support for such courses.
(5) That the Clerk remain on SCP 27 and her hours be increased from 41 to 43 per month.
(6) That the RFO/Assistant Clerk's salary be increased to SCP 21 and her hours remain at 22 per month.
(7) That in both cases, hours spent on training courses be recompensed as additional payments.
(8) That the above recommendations take effect from 1 January 2014.
(9) That consideration be given to ad hoc items being directed to the RFO/Assistant Clerk rather than the Clerk.
(10) That the RFO/Assistant Clerk's salary/hours be reviewed after the end of March 2014.
(11) That the RFO/Assistant Clerk, on behalf of the Village Institute Charity Committee, draw up a volunteer agreement to offer to Keith Stocks, with effect from 1 January 2014.
(12) That Mr Stocks receive expenses under this agreement.
(13) That the agreement commitments be reviewed annually by both the VICC and Mr Stocks.
(14) That the RFO/Assistant Clerk arrange for paid holiday cover for the caretaker on an annual basis.

SIGNED _____
CHAIRMAN

DATE _____

CRIGGLESTONE PARISH COUNCIL
PUBLIC PARTICIPATION SESSION
Tuesday 7 January 2014

No members of the public wished to speak.