

## CRIGGLESTONE PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON

7<sup>th</sup> June 2016 at 6.45pm in the Village Institute

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

**District Councillor:** I Sanders

**40. TO ACCEPT APOLOGIES FOR ABSENCE.**

District Cllr Barker – family commitment

**41. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

None received

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

None received.

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

The Chair congratulated Parish Councillor Cynthia Binns on recently being elected a District Councillor.

**44. TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 3 MAY 2016 (CIRCULATED PRIOR).**

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

**45. TO REPORT MATTERS ARISING FROM THE PARISH COUNCIL MINUTES NOT ON THE AGENDA, FOR INFORMATION ONLY**

None

**46. TO CONSIDER IMPLEMENTATION OF A CRIGGLESTONE PC FACEBOOK ACCOUNT AND ASSOCIATED DUTIES**

Discussions were held over the purpose and benefit of a Facebook account, and its associated duties.

Voting took place which saw 9 in favour, 1 against, 1 abstention of setting up a Facebook account

**Resolved: (1)** That a Crigglestone Parish Council Facebook account is to be set up.

**(2)** That the Clerk with the assistance of Cllr P Denton will set up the Facebook account.

**(3)** That the Clerk will monitor, police, respond and update the site on a weekday basis as necessary. **(4)** That the account is linked in to Durkar Residents Association, Wakefield Rural WMDC, Police, Newmillerdam, Crigglestone Sports Club, Hall Green Community Centre, and Friends of Betty Eastwood Park **(5)** Any courses provided by SLCC or YLCA on Facebook accounts should be attended.

**47. POLICE MATTERS**

PC J May was in attendance and tabled a copy of the report to members. PC May informed members that PC Dave Laybourne's replacement was someone who has background experience and knowledge of traffic offences. The ANPR system was being used throughout the district to monitor people coming into the area, to support concerted efforts to thwart the recent rise in

crime in the area. New officers are currently being inducted which should see them on the streets in the summertime.

**Resolved:** That the priorities for this month are: Speeding on Durkar Low Lane, Hollin Lane and Denby Dale Road. Enforcement of HGV restrictions on Durkar Lane. Persistent inconsiderate parking on Hollin Lane, Broad Acres, Stoney Lane and Wood Lane.

**48. PARKS AND OPEN SPACES**

- i. **To consider donation of benches from Betty Eastwood Park dog walking friends and their future ownership and maintenance**

**Resolved: (1)** That a letter of thanks is sent to the Betty Eastwood Park dog walking friends for their generous donation of picnic table and seating.

**(2)** That ownership of and maintenance of will pass to the Parish Council and for this reason the items should be listed on the asset register of the Council and also the insurance schedule

- ii. **Cllr Platten agenda item - To receive costing and consider appointing WMDC to empty dog waste and general waste bins in BEP.**

The costing was presented to members who felt that this was too cost prohibitive to pursue. FBEP had discussed this with their current volunteers who had agreed to carry on emptying the bins for the time being with help from additional volunteers.

**Resolved:** That the Council choose not pursue this service due to it being too cost prohibitive.

**49. TO RECEIVE REPORT FROM HEALTH AND SAFETY AND FINANCE COMMITTEE**

Nothing to report

**50. RIGHTS OF WAY MATTERS**

- i. **Cllr Colley - To consider clearance of blocked area of Boundary Walk**

Crigglestone local residents walked the boundary of the Crigglestone Parish known as the 'Beating the Bounds walk' recently. This year the access to some areas was impassable due to dumping of garden waste/tree cuttings and general overgrowth. Crigglestone Parish Council is aware of the importance of the historical element to the 'Beating the Bounds walk' and intend working towards clearing the impassable areas in readiness for next year.

**Resolved: (1)** The Clerk to contact WMDC to ascertain ownership of the route.

**(2)** For clearance work by the relevant parties to be implemented as soon as practicable

**51. HIGHWAY MATTERS**

- i. **Cllr Colley – Hall Green bus complaints**

Concerns had been raised by residents over the services 110, 443 and 444 disregarding the layby on Stoney Lane when parking up. This was causing a dangerous environment for residents and motorists because of the navigation/viewing restriction of a parked double decker bus.

**Resolved:** For the Clerk to write to Arriva explaining the situation and report back their response

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

- i. **To consider extension update (if available)**

The Clerk advised members that nothing had been received so far

**Resolved:** That the letter of request be sent again by recorded post

The management committee brought the issue of the need for a deep clean to be undertaken at the centre and other maintenance works required.

**Resolved:** That these issues are placed on the next agenda, to receive costings and gain approval.

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

- i. To sign cheques on behalf of the Village Institute Charity. List cheques here
- ii. To receive updated Terms of Reference for approval (if available)  
RFO advised that this will be available for next meeting

- iii. To consider broadband installation at Village Institute and associated costings  
Clerk presented the two quotations already sourced for members' information.

**Resolved:** That the Clerk is to source the third quotation required, as per the financial regulations and be given delegated authority to implement the most cost effective quotation on behalf of the council, without the need to bring to the next meeting.

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

The report had been circulated prior to the meeting.

**Resolved:** That the Clerk's report is received

**55. FINANCIAL MATTERS:**

- i. **To consider and approve purchase of Pit Disaster advertising banner**

**Resolved:** that the expenditure of £80 +vat is approved for the advertising banner for the Crigglestone Pit Disaster event due to be held at the VI

- ii. **To consider business continuity plan for website and IT support and associated costings.**

The Clerk explained the need for this support.

**Resolved: (1)** That the Clerk is to source alternative providers and their associated costs and provision for council to consider at a future meeting.

**(2)** That Cllr P Denton agrees to provide his assistance and experience in this field.

- iii. **To consider costing of re painting motorcycle sign in VI car park**

The Clerk presented one quotation from WMDC's approved contractor for the works requested, which was shared with members. Further discussions were had on possible alternatives to having the works completed.

**Resolved: (1)** That even with the discount given on this first quotation, members agreed it was too cost prohibitive.

**(2)** That the offer from Cllr M Oxspring to undertake the works himself is approved.

**(3)** That Cllr M Oxspring is to be reimbursed for associated expenditure on production of receipts to the RFO

**(4)** That Cllr Oxspring is thanked for his generous offer of his time and willingness.

- iv. **To approve payment of accounts**

Payee	Description	£
Clerk (SM)	Salary & Allowances for May	511.17
Responsible Financial Officer	Salary & Allowances and reimbursement for May	200.75
Diane Brown	Internal Auditor fee	141.25
HMRC	PAYE 1 <sup>st</sup> Qtr	453.40
Zurich Municipal	Annual insurance 01/06/16 to 31/05/17	975.86
The Royal British Legion	Wreath and 12 memorial crosses "The Somme"	30.00

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

**56. TO RECEIVE THE CONCLUDED INTERNAL AUDITORS REPORT AND WORK PLAN RECOMMENDATIONS FOR PERIOD ENDING 31 MARCH 2016**

These documents had been circulated prior to the meeting for members' information.

**Resolved:** That the concluded Internal Auditors report and work plan for period ending 31 March 2016 is minuted as received by members and the recommendations are noted and approved for implementation where appropriate.

**57. TO RECEIVE ITEMS OF CORRESPONDENCE**

With regard to items:

**2,** Members were informed that the new Vicar joining St James Church Chapelthorpe in August/September this year is Father Kevin Greaves who is currently the curate at Castleford. Father Greaves will be invited to become a member of the Community Hero Working Party at the earliest opportunity.

**8,** Members requested that Chapelthorpe PCC are contacted as an alternative venue for Rev Canon Ian Gaskell's suggestion.

**14,** Members requested that the company in question is written to, informing of the Council's displeasure at how the workmen carried out their work on council land.

**58. PLANNING APPLICATIONS FOR CONSIDERATION**

a) **16/01143/FUL** - Noted

b) **16/01108/FUL** - Noted

c) **16/01113/FUL** - Noted

d) **16/01203/CPL** - Noted

e) **16/01247/FUL** - Noted

f) **16/01042/FUL** - Noted

**59. TO RECEIVE UPDATE FROM DISTRICT COUNCILLOR**

District Cllr Barker had submitted his report prior for members information. In it he was pleased to announce his appointment as Wakefield District Deputy Mayor for the municipal year 2016/17. The report also informed of the motion submitted regarding the closure of Netherton Surgery and the impact this would have on the community and the Armed Forces Day event due to be held on Saturday 25<sup>th</sup> June in Pontefract Park.

District Cllr Sanders presented his report and informed the meeting that over last weekend 35ft of boardwalk at Newmillerdam had been purposely set alight which also resulted in 8 nearby trees having to be felled. Police are looking into situation. The Community Infrastructure Levy is soon to be implemented, which can could adversely effect some community groups, members were advised to keep an eye out on any further updates. District Cllr Sanders had been informed that Post Office were looking to move their main Wakefield branch on Providence Street into WH Smiths in Trinity Walk at some point in the future, no definite details had been given as yet.

Cllr Sanders was thanked for his report.

**60. TO CONSIDER COMMUNICATION ITEMS**

**i. Press reports – items for publication**

**Resolved:** That the Clerk update Parish items for the Wakefield Express and the Parish Link magazine.

**ii. Items for the web site**

**Resolved:** That the May 2016 minutes, the concluded Annual Internal audit report and the May Police report are placed on the website.

**iii. To consider collation, printing and delivery timings for Autumn newsletter**

**Resolved:** This item be deferred until a future meeting

**61. TO ARRANGE NEXT PERSONNEL COMMITTEE MEETING TO BE HELD SOMETIME W/B 27<sup>TH</sup> JUNE**  
**Resolved:** The next Personnel Committee meeting is to be held Monday 27<sup>th</sup> June at 10am in the Village Institute

**62. DATE TIME AND PLACE OF THE NEXT MEETING**  
To confirm date and time of next meeting of the Parish Council in the Village Institute, High Street, Crigglestone on Tuesday 5<sup>th</sup> July at 6.45pm

As there was no In Private session, the Chairman thanked those for attending and closed the meeting at 9.39pm

SIGNED \_\_\_\_\_

DATE \_\_\_\_\_

CHAIRMAN

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**CRIGGLESTONE PARISH COUNCIL  
PUBLIC PARTICIPATION SESSION**

Tuesday 7<sup>th</sup> June 2016

No Public present