

**CRIGGLESTONE PARISH COUNCIL**  
**MINUTES OF THE CRIGGLESTONE PARISH COUNCIL MEETING**  
**HELD ON 3<sup>rd</sup> October 2017 AT 6pm IN THE VILLAGE INSTITUTE**

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

In attendance: Clerk Ms S Mozer

District Councillors: Ian Sanders, Cynthia Binns

- 119. To accept apologies for absence.**  
Cllr P Crompton – unwell  
Cllr A Roe – holiday  
Cllr P Denton – work commitments  
District Cllr K Barker – prior commitments
- 120. Declarations of interest in items on the agenda.**  
Cllrs J Craven, C Binns – agenda item 16. They are members of PCC.  
Cllrs M Skinner, M Oxspring, C Platten – agenda item 20ii. They are members of FBEP
- 121. To consider requests received by the Clerk for dispensations under Section 33 of the Localism Act 2011.**  
Cllrs M Skinner, M Oxspring, C Platten, S Colley – agenda item 20ii. Without the dispensation the number of persons prohibited from participating in the particular business would be so great a proportion of the meeting transacting the business as to impede the transaction of business. **Approved**
- 122. To agree that members of the press and public be asked to leave the meeting following agenda item 26 - Approved**
- 123. To receive such items that the Chairman may wish to lay before the Council.**  
The chairman proposed that a meeting with the relevant person to discuss the reduction in services generally but in particular the 443 and 444 should be arranged. **Approved**
- 124. To approve the minutes of the Parish Council meeting held on 5<sup>th</sup> September 2017. (circulated prior)**  
**RESOLVED:** The minutes were approved as a true and accurate record and were signed by the Chair.
- 125. To receive information (matters arising) on ongoing issues and decide further action where necessary**  
Min no. 107 - £25 will be given to each charity from the Mayors allowance  
Min no. 111 Agenda item heading should be amended to read Kingfisher Close

- 126. Correspondence** (circulated prior)  
 Items 1 – 3, 6 **NOTED**  
 4. – Agreed to include in newsletter to gauge response prior to booking  
 5. – Letter of thanks to be sent giving appreciation for keeping council updated.  
 7. – Members to provide street names in order for clerk to make complaint to WMDC  
 8. – Notification of next YLCA branch meeting 26<sup>th</sup> October, Havercroft received.
- 127. To receive Clerk's report** (enclosed)  
 4.- **Resolved:** Should the Vice chair be unable to attend then council approve Cllr Craven to attend in his absence.
- 128. Planning Applications for consideration** (list circulated prior)  
**Resolved:** To note the applications

Cllr Binns arrived at 6.35pm

**129. Financial Matters:**

**i. To approve payment of accounts for CPC and VICC**

**Resolved:** That the payment of accounts is approved

September Salaries, allowances, overtime for staff	1669.75
Police & Crime Commissioner – Safe Scheme Qtr. 1	2000.00
SLCC joining fee RFO	5.00
Information Commissioners Office	35.00
Cultrix Ltd IT support 2/10/17 – 1/10/18	504.00
DBS Solutions – Newsletter distribution	325.00
T&D Contractors – Hanging Baskets	5292.00
DD- BT	45.54
DD – Eon electricity	60.00
DD – Gaz prom	56.02

**ii. To approve costing for Christmas trees for Newmillerdam and Hall Green -**  
 Unavailable

- 130. To approve Autumn 2017 newsletter and distribution options**  
 The Clerk had tabled the draft newsletter and delivery options for consideration.  
**Resolved:** To insert the information about the travelling theatre group to gain community response. To use DBS Solutions on a Solus basis at the cost of £325. Delivery to commence w/b 30<sup>th</sup> October 2017. To defer Cllr Crompton's article to a future newsletter
- 131. To receive notes of meeting and approve timetable for 2017 Community Hero award**  
**Resolved:** Received and approved
- 132. Cllr Colley – consider a CPC informal greeting/occasion card**  
**Resolved:** That samples and a costing are brought to the next meeting for approval.
- 133. To consider arrangements for Remembrance Sunday 12<sup>th</sup> November 2017**  
**Resolved:** Cllr Daniels will attend St James' Church, Cllr Crompton will attend Newmillerdam, however in his absence Cllr Craven will attend.
- 134. To consider for approval Grant Aid request from St James' Church, Chapelthorpe £300 for school children's Christmas cards.**  
 The full application had been circulated to Cllrs for their consideration. The request was discussed, but unfortunately did not meet the approved criteria.

**Resolved:** That the application is declined on the grounds that it does not meet the approved criteria.

**135. To discuss Hall Green Community Centre matters**

- i. To receive update on purchase of land  
Clarification was received in that the HG Community Association are only asking the CPC to purchase the land. HGCC have applied and have had approved a capital grant fund of £30,000 to fund the build. A Business Plan is being worked on which should be available for the next council meeting for members information. It will cost £306 + vat to submit a planning application. Further information as to who responsible for maintenance and insurance required by CPC. **Resolved:** to defer to next meeting.

**136. To consider Health and Safety and Finance Committee matters**

Next meeting 17<sup>th</sup> October 2017 3.30pm at the VI

**137. To consider Village Institute Charity Committee matters**

Next meeting 17<sup>th</sup> October 2017 4.30pm at the VI

**138. To consider Parks and Open spaces matters**

- i. To receive and approve minutes of 18<sup>th</sup> September includes FBEP report (circulated prior). **Resolved:** That the minutes are an accurate record and were signed by the Chair.
- ii. To consider request from FBEP to use VI on 11<sup>th</sup> Nov for their Autumn Fair.  
**Approved** – no charge
- iii. Considerations for 2018/2019 budget (see clerks report). **Resolved:** considerations received. To be further discussed at budget precept setting meeting.

**139. To receive updates from District Cllrs**

Cllr Barker submitted his report for distribution to the meeting. Cllr Sanders spoke of the Capital Grant funding of £50,000 is awarded to each ward. Traffic calming scheme on St James' Way/Durkar Lane have been dismissed due to too many objections from residents. This effectively means this ward now has £100,000 to spend before March next year. 2 Smiley SID's are being purchased for the Ward. 3 static and 3 mobile defibrillators are being purchased for the ward. The Village Institute is being considered as one of the locations.

**140. Police matters**

The September police report was received. PC May attended and spoke of increase in reported crime either home burglary or theft from motor vehicle, Crime Prevention team recommend that Euro profile locks are fitted which makes break ins more difficult. Pick pocketing on buses, fortunately bus had cctv. The change in the Dangerous Dog legislation has seen an increase in the amount of reports. Recent off-road biking incident has gone to court. Recent egging incident has been investigated this is ongoing. Neighbour disputes are a common occurrence. Dark Nights initiative is to begin again soon.

Cllrs requested assistance with footpath parking on Almshouse Lane and Broadacres in addition to the rolling schedule of the Safe Scheme.

**Resolved:** That a link to the recommended Euro profile lock is forwarded from the Police, for uploading to the Council's Facebook page to raise awareness and inform the community.

**Standing orders were moved at 8.30pm**

141. **To receive feedback from representatives of external committees or other meetings -**  
None attended
142. **Land adjacent Kingfisher footpath (standing item)**
143. Nothing to report – this agenda heading to be renamed Kingfisher Close footpath as it was causing some confusion.
144. **Public Rights of Way matters for consideration –** None received
145. **To consider communication items**
146. **Resolved:** Police report details, approved minutes and Community Hero information to be shared between the Parish Link, CPC website and Wakefield Express.
147. **To receive notification of Clerk's leave sometime over 16 – 26 November 2017**  
Clerk to confirm at next meeting
148. **To confirm date and time of next meeting**  
**Resolved:** Tuesday 5<sup>th</sup> December 2017 at 6pm in the Village Institute, High Street, Crigglestone, WF4 3EB. Cllr Craven submitted her apologies.
149. **IN PRIVATE -**
150. **Cllr Craven - To receive update and consider deferred agenda item re: staff mileage claim**  
As Chair of Personnel, Cllr Craven had made enquiries on the council's behalf. Discussions took place. **Resolved:** That the RFO post and contract does not provide for mileage reimbursement when attending meetings of the council. The council will reimburse mileage for attending meetings on the council's behalf or for attending training that council have approved.
151. **To receive additional hours schedule for RFO and approve reimbursement**  
Schedule not submitted.

As there was no further business to be transacted, the Chair thanked everyone for attending and closed the meeting at 8.56pm

SIGNED \_\_\_\_\_

DATE \_\_\_\_\_

CHAIRMAN \_\_\_\_\_

**CRIGGLESTONE PARISH COUNCIL  
PUBLIC PARTICIPATION SESSION**

No public was in attendance