

MINUTES OF THE CRIGGLESTONE PARISH COUNCIL MEETING HELD ON 6th MARCH 2018 AT 6.00pm 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 Brady Jackson.

District Councillors: Ian Sanders, Cynthia Binns, Kevin Barker

266. TO ACCEPT APOLOGIES FOR ABSENCE

- i. Cllr R Reah – on jury service. **RESOLVED:** To accept the apologies for absence

267. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Cllrs J Craven - member of the Hall Green CC Association

C Binns - District Cllr and member of the Hall Green CC Association

Cllr Platten as member of FBEP

268. TO CONSIDER REQUESTS RECEIVED BY THE CLERK FOR DISPENSATIONS UNDER SECTION 33 OF THE LOCALISM ACT 2011

None received

**269. TO AGREE THAT MEMBERS OF THE PRESS AND PUBLIC BE ASKED TO LEAVE THE MEETING FOLLOWING AGENDA ITEM 26
APPROVED**

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

Ex Cllr John Peebles is out of hospital and in good spirits.

271. TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6TH February 2018

Clerk advised that the agenda item was incorrect and should read minutes of '6th February not 9th January' **Noted. RESOLVED:** That the minutes approved as a true and accurate record and were signed by the Chair.

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

Barrier to VI car park. Item to be taken in private.

273. FINANCIAL MATTERS

- i. To approve payment of accounts for CPC and VICC. **RESOLVED: 1)** That the accounts are approved for payment.

February Salaries, allowances, add hrs	£1415.05
Clerks Advance (£124.81 reimburse) £100 advance	£224.00
YPO - H&S Equipment (first aid kit)	£15.30
Broadband for February 2018	£18.82
Plusnet Broadband Jan 2018	£17.39
Yorks Water quarterly inv. (VI)	£63.72
Eon electricity (VI)	£54.00
Gaz-prom gas (VI)	£418.09
¾ Safe Scheme	£2000

- ii. Reimbursement of clerk's advance – RFO signed off the reconciliation.
RESOLVED: Approved for reimbursement.

- iii. CPC 3rd qtr. accounts – These were circulated to members prior. Cllrs signed the CPC bank account statement. **RESOLVED:** That the 3rd quarter accounts and bank reconciliation are received and the closing balance at 31/12/17 of £93,982.49 is approved.
- iv. To consider additional security measures to Hall Green Community Centre – Discussions took place around fire exit door and roller shutter to fire exit door and the quotations received. Clerk informed that West Yorkshire Fire & Rescue Service had advised that a roller shutter door can be installed over a fire exit door as long as it is in the 'up' position when the building is in use and that this is stated on the fire risk documentation. It was proposed and seconded for installation of a roller shutter over fire exit door. Voting took place, which saw 6 in favour, motion carried. **RESOLVED:** For installation of a roller shutter over HGCC side fire exit door at the cost of £720.00
- v. To consider email migration expenditure from Web browser to Outlook or Microsoft 365. Details of request had been circulated prior in Clerk's report. **RESOLVED:** Defer to next meeting. Clerk to enquire if current emails can be forwarded to another email account by current IT provider.
- vi. To receive RFO's additional hours schedule for January 2018 and approve payment of 7.5 hrs for budget and precept preparation. **RESOLVED:** Approved.
- vii. To consider financial assistance of £1150 to HGCC for architect's drawings and planning fees. Advice from YLCA had been sought and received and stated in the Clerks report. **RESOLVED: 1)** That a 12-month loan of £1150 is approved, effective from the date of the loan agreement signed by both parties. **2)** That the YLCA loan agreement document is utilised in this process. **3)** That the planning application for the extension to Hall Green Community Centre is applied for from the Parish Council.
- viii. Crigglestone Safe Scheme 2018 – 2019 contract renewal. – HSF cttee recommend that the scheme is renewed and the £185 remaining balance is transferred to 2018/19 scheme. **RESOLVED:** That the recommendation is approved and other matters relating to Safe Scheme are deferred to agenda item 19.

As there were no further financial requirements the RFO left the meeting at 18.41

274. TO RECEIVE UPDATES FROM DISTRICT CLLRS

Cllr Barker tabled his report and spoke of the Rhubarb Festival, Mayoral duties in February and the Mayor at Home event due to take place in April, invitations were circulated. Cllr Sanders shared his sincere appreciation to Keith Wainwright who had prepared a concise and informative presentation for him to deliver at the Planning & Highways Committee meeting on 22nd February 2018, in favour of registering the New Lane Footpath as a public right of way, which is currently running through the Arnold Clark development on Denby Dale Road.

275. POLICE MATTERS

PC May was in attendance and reported on the Safe Scheme work carried out over the last month. The Safe Scheme report had been circulated earlier by email for members Less burglaries had been reported, although the known miscreant was now back on the streets. Reports of vehicle speed have dropped, perhaps due to complacency by the public. Boy racers still a huge nuisance. Calder Park takes up a lot of Police time with the anti-social behaviour that occurs. CPC could review where Safe Scheme applied.

RESOLVED: 1) That the Safe Scheme priorities – Anti-Social Behaviour (ASB) in our Parish, Speeding, Betty Eastwood Park, inconsiderate parking and Church grounds at Calder Grove will continue on the usual rolling schedule. PC May informed the meeting that he will be moving on to a new area due to his promotion to Sergeant. Inspector Helen Brear is also

moving on in March and is to be replaced by Inspector Moiser. Newly graduated NPT officers are being allocated in March. The Chairman offered on behalf of the Parish Council their sincere thanks for PC May's efforts with the Safe Scheme and wished him well for the future.

276. GENERAL DATA PROTECTION REGULATION (GDPR)

Clerk reminded members that she had emailed the NALC GDPR toolkit to all and that she had been trying to find out clearer information as to who can undertake the role of the Data Protection Officer (DPO). Cllr Denton put himself forward to be considered for DPO should a Cllr be approved to take up the role. Clerk requested someone to help identify data stored in the Village Institute office cupboards for a variety of reasons and not just GDPR. Cllr Craven offered her assistance – convenient date to be arranged.

277. CORRESPONDENCE

RESOLVED: Item 5 funding to be applied for. Item 8 respond asking if resident knows who land belongs to. Item 10 to clarify if the £45 testing feed applies to columns in use now by sponsors or new ones from new sponsors and how frequently will they need testing? All other items and additional items noted.

278. TO RECEIVE CLERKS REPORT. RESOLVED: That the Clerks report and additional information report, tabled this evening is received.

279. PLANNING APPLICATIONS FOR CONSIDERATION.

RESOLVED: No comments submitted for the applications on the circulated planning list.

280. BATTLES'S OVER, A NATIONS TRIBUTE SUNDAY 11TH NOVEMBER 2018

Enquires ongoing. Bereavement services contacted re permission to hold in Crigglestone Cemetery. Barry Lotz contacted, Brazier companies contacted, Cllr Binns to contact Wooley Parish for their contacts. **Noted**

281. PARKS AND OPEN SPACES MATTERS

i. To consider outcome of damaged donated picnic bench in BEP
Discussions took place around various options and opinions of the damaged picnic bench donated by the Dog Walkers.

RESOLVED: That Crigglestone Parish Council will not replace it. T&D Contractors to be instructed to remove it from site.

282. HALL GREEN COMMUNITY CENTRE MATTERS

To consider roller shutter door as added security measure or replace current fire exit door? This had already been dealt with at agenda item 8, Minute no. 273 iv.

Cllr Binns spoke of the Jumble Sale due to be held on 7th April at 1pm. All welcome.

283. PURCHASE OF LAND/EXTENSION OF HALL GREEN COMMUNITY CENTRE

Information in Clerks report received and noted.

284. HEALTH, SAFETY AND FINANCE MATTERS

To receive HS&F recommendations from meeting of 27th February 2018 (additional information report). In particular, Safe Scheme service level agreement (SLA) to be reviewed to ensure value of service.

RESOLVED: That all the recommendations are approved. That a working party consisting of Cllrs Daniels, Craven, Oxspring, Platten and Colley is arranged to review the Safe Scheme SLA and report back to a future meeting.

285. VILLAGE INSTITUTE CHARITY COMMITTEE MATTERS

Insurance company have now settled the claim for break in on 29th January 2018. Repair works to be carried out 8th March.

286. TO RECEIVE FEEDBACK FROM REPRESENTATIVES OF EXTERNAL COMMITTEES OR OTHER MEETINGS.

Town and Parish liaison meeting attended by Cllr Daniels discussed Pontefract Hospital changing its opening hrs to 12 per day, WMDC MYACCOUNT service is now available to general public, WMDC Health & Safety services re notifying of events representative spoke of their department's role.

287. LAND ADJACENT KINGFISHER CLOSE FOOTPATH

Nothing to report

288. PUBLIC RIGHTS OF WAY

- i. New Lane footpath (Arnold Clark) determined by committee decision on 22nd February. Approval given for the making of 'an order' to record the route as a public footpath. This could take 4 weeks or so to complete, with a statutory objection period of 6 weeks (from the date the order is made). **NOTED**

289. COMMUNICATION ITEMS

- i. **RESOLVED:** Police report, approved minutes, New Lane Footpath (Arnold Clark) to be shared between the Parish Link, CPC website/FB and Wakefield Express.

290. To confirm date and time of next meeting

- i. **RESOLVED:** Annual Parish Meeting Tuesday 10th April 2018 at 6pm, monthly council meeting Tuesday 10th April 6.10pm in the Village Institute, High Street, Crigglestone, WF4 3EB.

Standing orders were suspended for a further 15 minutes.

291. IN PRIVATE

- 292.** Barrier to VI car park agenda item 7i. Further discussions took place as to the merits of the project and the cost implications. It was proposed and seconded that a barrier system is put in place at the cost of £2850. Voting took place which saw 7 in favour, 3 abstentions for which a recorded vote was requested from Cllr Roe, Cllr Crompton and Cllr Colley.

RESOLVED: That a barrier system is put in place to cordon off the Village Institute car park.

As there was no further business to be transacted, the Chair thanked everyone for attending, and closed the meeting at 8.40pm.

SIGNED _____
CHAIRMAN

DATE _____

CRIGGLESTONE PARISH COUNCIL - PUBLIC PARTICIPATION SESSION

Resident attended to enquire if any further news had been received re imposing 20mph on Fishponds Drive. Clerk advised that whilst the enquiry had been made, no response from WMDC had been received. Clerk requested to continue to chase up.