

CRIGGLESTONE PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON 7th FEBRUARY 2017 AT 6.45pm IN THE VILLAGE INSTITUTE

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

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

District Councillors: Mrs Cynthia Binns, Mr Ian Sanders

218. **TO ACCEPT APOLOGIES FOR ABSENCE**

None

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

None

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

None received

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

Resolved: Approved

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

None

223. **TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10TH JANUARY 2017**

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

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

i. Public meeting with NPT re speeding/reckless driving/inconsiderate parking in the community. The Clerk advised the meeting that whilst it had been 4 weeks now since she had written to them with the request, no response either way had been forthcoming so far.

ii Peel Holdings Calder Park – Litter, vermin and parking fines. The Clerk advised that there had still been no response from their Manchester office, although they have indicated that the Clerk's email correspondence has been received. **Resolved:** That the Clerk is instructed to contact WDC Environmental Health, Planning Enforcement and copy the MP Mary Creagh into the correspondence.

225. **TO CONSIDER HEALTH AND SAFETY AND FINANCE COMMITTEE MATTERS**

To receive verbal update of meeting held 7th February 2017 – Information regarding the annual recharge to CPC for admin and facilities for 2016/17, appointment of internal auditor, schedule for the Health and Safety checks for all areas was shared with the meeting. It was further agreed that all the Health and Safety checks for all areas a completed by end of March 2017 to then feed into April's CPC meeting

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

None

227.

FINANCIAL MATTERS:

i. To approve payment of accounts for CPC and VICC (list circulated prior)

Clerk and RFO	Jan salary, o/time, allowances	£925.84
Cultrix	Website training	
Speed-Ellis Ltd	Exterior signage to VI building	£230.40
CS Roller Shutter System	Annual shutter maintenance to Hall Green comm. centre	£66.00
P&CC	3 rd quarter safe scheme	£2000.00
Clerk	Reimbursement of, and top up to, Clerks admin sundries advance	150.48
Caretaker	Jan Salary & o/time	£460.33
PRS for music	Music license annual membership	£143.35

Resolved: that the schedule of payments is approved

ii. To approve virements – None received

iii. To consider cost of land valuation (if available). - Unavailable. Cllrs C Binns, J Craven, M Skinner declared an interest as members of the Hall Green Committee and did not take part in this agenda item.

Resolved: 1) That the Hall Green Committee are approved to source a company to carry out a detailed land valuation. **2)** That the valuation costs are brought to the CPC for their attention and consideration. **3)** That CPC agree to pay the cost of a valuation up to the amount of £600 only, and that anything above that will need to be met by Hall Green Committee.

iv. **CLLR BINNS -TO CONSIDER REQUEST TO ALLOCATE SAFE SCHEME MONIES TO HALL GREEN COMMUNITY CENTRE'S YOUTH PROJECT.**

Cllrs C Binns, J Craven, M Skinner declared an interest as members of the Hall Green Committee and did not take part in this agenda item. Discussions were had. Members were informed that unfortunately no voluntary policing was available as in other areas/youth projects and that the Police inspector had indicated the cost to provide a PCSO presence at the youth projects on a weekly basis. This would enable the project to get back up and running and encourage the youth of the area to do something different and positive with their time. It was stressed that whilst the youth project is based in Hall Green, it is open to all the youth within the Parish!

Resolved: 1) That funding from the Safe Scheme budget, for an appropriately qualified PCSO with Youth training, for a 6mth trial, beginning from the Easter Holidays 2017 is approved.

2) That updates on how the youth project is progressing is brought to the council in a timely manner in order for any further funding to be approved.

v. **REIMBURSEMENT OF CLERK'S PETTY CASH ACCOUNT** – Dealt with under 10i

228.

TO RECEIVE UPDATES FROM DISTRICT CLLRs

Dist Cllr Kevin Barker distributed his reported to the meeting. In addition CPC members shared their concerns over the logistics of the lorries going in to Pipers Green housing development is to be controlled when the highway development at St James commences, and that the current road sweeping regularity is proving to be ineffective as it is, without the increase of the highway works proposed. CPC members were informed that Haveroid Lane entrance to BEP will be closed due to contractor works from 13th Feb to 3rd March and that Bull Lane entrance will need to be used instead. Noise reduction barriers at Jct 31 are hoped to be installed in 2018. Dist Cllrs had been in contact with the Police regarding the disrespectful resident frequenting the BEP and further enquiries with the designated NPT officer were being held. The parking fines being issued at Calder Park were still being investigated as to their legitimacy and Dist Cllrs are still sourcing grants throughout the district that could benefit the community.

229. **POLICE MATTERS**
- i. To receive the Police report (attached if available)
Resolved: That the report is received and the priorities remain the same except for the inclusion of evening Church patrols
 - ii. To ratify the changes in the Safe Scheme expenditure
Prior to this meeting the Chairman and Police liaison Cllr Platten had consulted each other and agreed to allocate extra hours to the Safe Scheme officers to try and combat the boy racers with nuisance exhausts, that had been (and continue to) plaguing the community in the early hours of the morning over the past weekend.
Resolved: That full council ratify the decision taken, the effect on the safe scheme budget and the reason why.
230. **Parks and Open Spaces matters**
- i. To receive and approve the minutes of the meeting held 23rd January 2017 (tabled). **Resolved:** That with the amendment to the date which should read 23rd January 2017 and not 14th November 2016, that they are a true and accurate record and were duly signed by the Chair of the committee.
 - ii. To receive an update on the One Stop shop littering in BEP. The external cage is now in place. - **Noted**
 - iii. To receive recommendation re planting around Durkar Stone
POS committee recommends to full council: 1) That the planting will remain but will benefit from a substantial reduction in height to approximately 1 Foot high, cut just above the deadwood to ensure healthy future growth.
2) That Hampsons Garden Centre are approached for sponsorship of flowers to add colour and vibrancy but whilst still able to see the lettering on the Durkar Stone.
Resolved: That the recommendations at nos. 1 and 2 of 13iii are approved.
231. **TO RECEIVE FEEDBACK FROM REPRESENTATIVES OF EXTERNAL COMMITTEES OR OTHER MEETINGS:** Town Parish Liaison held Wednesday 1st February.
Resolved: To receive the verbal report. Full details can be found in the minutes once available from the Town Hall. Next meeting 26th April 6.30pm
232. **TO DISCUSS HALL GREEN COMMUNITY CENTRE MATTERS**
None received other than event dates. Jumble sale 4th March, Quiz Night 14th March at 7pm, Dementia UK coffee morning 8th March.
233. **TO RECEIVE CLERK'S REPORT**
Resolved: That the report is received
234. **TO CONSIDER CLERKS REQUEST:** That future calling notices, agenda's and supporting paperwork for all committees and full council and relevant information in between meetings can be circulated via email by both the Clerk and RFO.
Resolved 1) That current practice of hard copy remains in place.
2) However, should the need arise due to unforeseen circumstances the Clerk and RFO can distribute the calling notices, agenda and associated paperwork via email in order to meet the Local Government Act 1972 requirement for servicing documents to members, as long as a hard copy follows shortly afterwards, but before the meeting, or where appropriate tabled at the meeting.
3) That members complete the tabled permission slips detailing the email account they wish to have the documents sent to.
235. **TO RECEIVE ITEMS OF CORRESPONDENCE**
Item 1 – **Resolved:** Cllr Oxspring and one other to visit, assess further and report back to council for further consideration of the situation.
Item 3 – Church of England – Noted
Item 4 – **Resolved:** To arrange return of documents from Switalskis solicitors and arrange for them to be stored at West Yorkshire Archives with a photocopy taken and kept in the safe.

Item 6 – **Resolved:** To chase up the Police’s available approach to this and additionally write to the Headteacher at Mackie Hill School to discuss what can be done and share the residents serious concerns.

Item 9 - **Resolved:** That Highways are advised of the Council’s comments regarding the Highway improvement proposal on Durkar Lane, Crigglestone:

.1 – Double yellow lines should be extended to encompass areas 1 to 3 on the attached map

.2 - The speed tables should be removed altogether. They contribute significantly to the air pollution with drivers needing to slow down on approach and accelerate when moving off.

3. – Instead of speed tables it is proposed that yellow lines are painted, across the carriageway, going down the hill starting from the 2nd bend down (roughly outside house no 2 Durkar Lane on the map) to the asterixed no. 1 on the attached map. This would give motorists the constant reminder of the need to be aware of the road, similar to how hatched areas command you to be aware.

4. – Parish of St James, Chapelthorpe, letter of thanks for the Parish Link Donation of £400

5. – Letter of thanks from Reverend Canon Roger Cressey for his Community Hero runner award. up

236. **PLANNING**

i. Applications for consideration (see attached list) **Noted**

ii. To consider Notification of Appeal for 358 Denby Dale Rd. **Noted**

237. **TO CONSIDER COMMUNICATION ITEMS:**

i. Wakefield Express, Parish Link magazine – safe scheme extra hours, police link, car break ins, public consultation on Management Plans for BEP and WG

ii. Items for the web site – Police report, agenda, minutes

iii. Items for next newsletter (distributed May) Cllrs were reminded to submit items for the newsletter as and when they know about it rather than leaving it to the last minute. Public consultation on Management Plans for BEP and WG

238. **TO CONSIDER PROPOSAL FOR A LIVING TREE ON THE DURKAR STONE SITE FOR 2017**

The relevant person at WDC is on leave at the moment, Clerk to chase up next week.

239. **TO CONFIRM DATE AND TIME OF NEXT MEETING OF THE PARISH COUNCIL** in the

Village Institute, High Street, Crigglestone, WF4 3EB. Tuesday 7th

March 2017 at 6.45pm

IN PRIVATE -

240. **TO CONSIDER RECOMMENDATIONS FROM THE PARKS AND OPEN SPACES**

COMMITTEE FOR CONTRACTS IN RESPECT OF:

i. Betty Eastwood Park maintenance for 2017 – 2018

ii. General maintenance of other open spaces for 2017 – 2018

iii. Hanging Basket programme 2017 – 2018

iv. Sponsorship charges

Resolved: 1) That T& D Contractors are approved to undertake the Grounds maintenance and hanging basket contract for 2017/2018.

2) That the hanging basket charge will remain the same as last year i.e. £99 for new sponsors, £70 for existing sponsors. **3)** When required, the cost of a new plaque will increase to £7.00, a new basket will remain the same at £15.00

241. **TO RECEIVE AND APPROVE AS ACCURATE THE PERSONNEL COMMITTEE MINUTES OF MEETING HELD 26TH JANUARY 2017 (TABLED)**

Resolved: That they are approved as a true and accurate record and were duly signed by the Chair of the Committee.

242. **TO CONSIDER RECOMMENDATIONS FROM PERSONNEL COMMITTEE MEETING HELD 26TH JANUARY 2017 IN RESPECT OF:**

- i. Overtime hours worked by Clerk from September to December 2016
- ii. Request for additional hours

Resolved: That the recommendations from the Personnel Committee are approved

As there was no further business to be conducted the Chair thanked everyone for attending and closed the meeting at

SIGNED _____ DATE _____

CHAIRMAN

**CRIGGLESTONE PARISH COUNCIL
PUBLIC PARTICIPATION SESSION**

Tuesday 7th March 2017

Mrs J Froggett attended to thank the Parish Council in person on behalf of the Crigglestone Methodist Church for their donation of £500 towards the upgrading of the heating system in the Church.