

# CRIGGLESTONE PARISH COUNCIL

## MINUTES OF THE COUNCIL MEETING HELD ON 7<sup>th</sup> MARCH 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, Mr Kevin Barker

- 243. TO ACCEPT APOLOGIES FOR ABSENCE**  
Cllr P Denton – prior commitment  
**Resolved:** to approve the apologies for absence
- 244. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**  
Planning – Cllr Binns, member of WMDC planning committee  
Hall Green Community Centre – Cllrs Binns, Craven and Skinner as committee members  
FBEP – Cllrs Platten, Skinner, Colley and Oxspring as committee members  
Worrill's Charity – Cllrs Craven and Binns as committee members
- 245. TO CONSIDER REQUESTS RECEIVED BY THE CLERK FOR DISPENSATIONS UNDER SECTION 33 OF THE LOCALISM ACT 2011.**  
None received
- 246. TO AGREE THAT MEMBERS OF THE PRESS AND PUBLIC BE ASKED TO LEAVE THE MEETING FOLLOWING AGENDA ITEM 22**  
**Resolved:** Approved
- 247. To RECEIVE SUCH ITEMS THAT THE CHAIRMAN MAY WISH TO LAY BEFORE THE COUNCIL.**  
None
- 248. TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7<sup>th</sup> FEBRUARY 2017**  
Amendment to 229ii – should read plaguing and not plaquing  
**Resolved:** That with the amendment the minutes are approved as an accurate record and were duly signed by the Chair
- 249. 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. Clerk informed members the Meeting has been confirmed with NPT and Crigglestone WMC to take place Friday 28<sup>th</sup> April 7 – 9pm at Crigglestone Working Men's Club  
ii Peel Holdings Calder Park – Litter, vermin and parking fines. The Clerk advised that The vermin concern had been passed to WMDC Planning Enforcement who has stated it is not under their remit but the Environmental Health department. No acknowledgement of her email to Env Health has been received as yet. MP Mary Creagh's office have responded and offered their assistance re the parking fines on Calder Park **Noted:**
- 250. TO CONSIDER HEALTH AND SAFETY AND FINANCE COMMITTEE MATTERS**  
**Resolved:** 1) That the minutes of 7<sup>th</sup> February 2017 are approved as an accurate record and duly signed by the chair of the committee.  
**Resolved:** 2) That the administration recharge to VICC for 2016/17 of £1003 is approved.  
**Resolved:** 3) that Diane Brown is approved as the internal auditor for 2016/17 Accounts Return.

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

None

**252. FINANCIAL MATTERS:**

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

Clerk & RFO	Feb salary, o/time, allowances	£908.80
HMRC	4 <sup>th</sup> quarter PAYE	615.94
Cultrix	Domain renewal 11/3/17 – 10/3/18	26.40
WMDC	£x Christmas Tree provision + tech support	5859.68
Sandal cleaning Services	Window cleaning to VI	60.00
T& D contractors	Grounds maintenance works	4320.00
YLCA	RFO advert	15.00
T& D contractors	Tree works to BEP	3840.00
Caretaker to VI	Feb salary, Jan overtime	440.38
HMRC (caretaker)	4 <sup>th</sup> quarter PAYE	141.40
Crigglestone Parish council	2016/17 admin recharge of RFO	1003.00

**Resolved:** That the schedule of payments is approved

ii. To approve virements – The RFO presented the budget outturn report as at 7/3/17, which indicated the probable outturn for the year ending 31/3/17. She informed the meeting that the proposed virements for 2016/17 were listed under ‘summary’ heading of the outturn report. Member’s attention was drawn to the earmarked reserves for their information.

iii. To consider quotations received for Hall Green land valuation services

Cllrs C Binns, J Craven and M Skinner declared an interest as members of the Hall Green Committee and did not take part in this agenda item.

2 quotations had been received from independent valuation services. Discussions over merits of both and contributions towards the cost were held.

**Resolved: 1)** That in principle K & A Short are approved to conduct the service at a cost of £300 + vat, but a detailed quotation should be sought and distributed to members to ensure clarification of the service offered is understood.

**Resolved: 2)** That the cost of the valuation service is split equally between Hall Green Community Centre and Crigglestone Parish Council.

iv. **YLCA Planning and Development Training Seminar**

**Resolved:** 1) That Cllrs Craven and Colley are approved to attend.

**Resolved:** 2) That the Clerk is approved to attend, with 50% of the cost being contributed by her other employing council.

**Resolved:** 3) That the expenditure is to be funded from the training budget

At this point the Chair gave thanks to the RFO for all her work, time and effort in keeping the council’s and Village Institute’s budgets on track and for the paperwork presented at the meetings. The RFO left the meeting, as all financial matters were concluded.

**253. SCARECROW WEEKEND**

This item had been raised by Cllr Platten and not Cllr Colley as stated on the agenda. Council discussed the merits of the idea.

**Resolved:** That at this moment in time it was not something the Council felt they wanted to pursue.

**254. TO RECEIVE UPDATES FROM DISTRICT CLLRS**

Dist Cllr Kevin Barker distributed his reported to the meeting. In addition the District Cllrs spoke of the rise and the discontent the inconsiderate parking by carers/parents of the children attending all the schools in the parish was causing. AS behaviour from occupiers of properties on Hall Green. Dane Royd School were recently presented an award for languages by MP Mary Creagh. The grassed area in front of Hall Green Community Centre had been unsuccessful in being approved for

tarmac, but it was hoped alternative measures could be proposed to curb the parking problems there. The Hall Green Youth Club sessions are due to commence in April with a Police Constable in attendance to help promote community cohesion. Plans are underway to transform Woolley Hall into a 5\* hotel. Blacker Hall Farm has been awarded a gold prize for their pies and products. Plans have been submitted in respect of the Blacker Hall Education Centre, to which the District Cllrs are supporting them. Dog fouling continues to be an unacceptable health hazard, which the Council is looking to effectively penalise offenders. Environmental Health on 03458506506 should be contacted with any information the general public may have.

**255. POLICE MATTERS**

Whilst council had been advised a Police representative would be in attendance, no-one arrived. Members spoke of the continuing car crime and that the Neighbourhood Watch initiative in Durbar has been met with positivity in the area. The Clerk advised the council that she had been informed that the Safe Scheme budget was likely to represent £7,272.97 of the £8,000 allocation. Discussions were had over continuing with the Safe Scheme and plans for the remaining budget balance.

**Resolved: 1)** That the report is received and the priorities continue on the rolling schedule.

**Resolved: 2)** That the Safe Scheme continues for 2017-2018.

**Resolved:3)** That the remaining budget balance is carried over to the next financial year.

**256. PARKS AND OPEN SPACES MATTERS**

The details of the forthcoming public 'open afternoon' to present the Management Plan for Betty Eastwood Park and Willow Garth were shared with the meeting. **Noted**

**257. WORRILL'S ALMSHOUSE CHARITY – TO APPOINT TRUSTEES FOR A FURTHER 3 YRS**

The trustees to the Worrill's Almshouse Charity are appointed by Crigglestone Parish Council under the Charity Trust Deed, but do not need to be Parish Councillors or connected with the Council in any way.

**Resolved:** That Jackie Craven, Cynthia Binns, John Peebles, and Keith Wainwright are appointed as trustees for a further 3 years.

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

None received other than event dates. Jumble sale 4<sup>th</sup> March raised £360, next jumble sale to be held in October. Exercise to music classes were proving successful, Busy Fingers craft work group is due to be held 21<sup>st</sup> March. Carers respite group – referrals are only being taken through Admiral Nurses.

**259. TO RECEIVE CLERK'S REPORT**

**Resolved:** That the report is received

**260. TO RECEIVE ITEMS OF CORRESPONDENCE**

Item 4 – **Resolved:** That Calder Grove Cricket Club is approved to use the VI for their coffee morning fundraiser free of charge.

Item 5 – **Resolved:** That FBEP is approved to use the VI for their Spring Fayre fundraiser free of charge.

Item 6 – **Noted:** Town & Parish Liaison meeting 15<sup>th</sup> March – recharges for 2015 elections

Item 8 -**Noted:** Section 137 limit for 2017-2018 is £7.57

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

The Clerk had circulated prior the information, including initial installation charges received from WMDC. Detailed discussions were entered into over value for money, viability, effect on the area in question, long term sustainability/maintenance considerations. Voting took place which saw 8-2 in favour.

**Resolved: 1)** That the proposal for a living tree is in principle approved for the Durkar Stone site.

**Resolved: 2)** That the Clerk is instructed to enquire about the electricity charges and insurance cover for the next meeting.

**262. PLANNING**

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

**263. TO CONSIDER COMMUNICATION ITEMS:**

i. Wakefield Express, Parish Link magazine, web site – police report and link, VI events, Calder Park Footpath Right of Way information, agenda & minutes

ii. 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.

**264. TO CONFIRM DATE AND TIME OF THE ANNUAL PARISH COUNCIL MEETING**

Tuesday 7<sup>th</sup> March 2017 at 6.45pm, in the Village Institute, High Street, Crigglestone, WF4 3EB.

**265. TO CONFIRM DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING**

Tuesday 7<sup>th</sup> March 2017 directly after the Annual Parish Meeting, in the Village Institute, High Street, Crigglestone, WF4 3EB.

Cllr Craven left the meeting at this point as she was feeling unwell.

Standing Orders 3W were moved as the meeting had exceeded its limit.

**IN PRIVATE -**

**266. TO RECEIVE AND APPROVE AS ACCURATE THE PERSONNEL COMMITTEE MINUTES OF MEETING HELD 23<sup>rd</sup> FEBRUARY 2017**

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

**267. TO CONSIDER RECOMMENDATIONS FROM PERSONNEL COMMITTEE MEETING HELD 2017 IN RESPECT OF:**

i. Annual Appraisal and Salary Review for Clerk and RFO

**Resolved:** To approve the recommendation at min no. 49

ii. To receive the letter of resignation from the RFO

**Resolved: 1)** That the letter of resignation is received and accepted with regret but understanding of the reasons.

**Resolved: 2)** That the Clerk is approved to incur expenditure to arrange a suitable leaving gift in recognition of the commitment, hours and energy the RFO has given to the Parish Council and in turn the Parish electorate.

As there was no further business to be conducted the Chair thanked everyone for attending and closed the meeting at 9.20pm

SIGNED \_\_\_\_\_

DATE \_\_\_\_\_

CHAIRMAN

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**CRIGGLESTONE PARISH COUNCIL  
PUBLIC PARTICIPATION SESSION**

No public were present.