

CRIGGLESTONE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 1 DECEMBER 2009

Present: Councillors: Mrs J Craven, P Daniels, J Garthwaite, J Peebles (Chairman), Mrs C Platten, A Roe, Mrs M Skinner, K Wainwright.

District Councillor: B Denson

Apologies: Councillors P Crompton and Mrs C Norris, District Councillors J Colley and Mrs J Drysdale.

200. APOLOGIES FOR ABSENCE

Apologies were accepted.

201. DECLARATIONS OF INTEREST

None.

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

The Chairman commended the Evening of Remembrance at Wakefield Cathedral but regretted that attendance was lower than previous years. He also drew attention to a goods vehicle operator's licence application, details of which had been circulated and proposed that this be taken as an urgent item after item 20. He further suggested that since the Personnel Committee's recommendations might have implications for the budgets, item 14 (ii) Budgets and Estimates be taken after item 26.

203. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 3 NOVEMBER 2009

Resolved: That the minutes be approved as a correct record.

204. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

The Clerk confirmed that a litter bin would be located on Durkar Low Lane (public session notes).

205. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

Resolved: That members of the press and public be excluded from the meeting for agenda item 26.

206. POLICE REPORT

PC Laybourne noted that 20 crimes had been recorded in November, and suggested that many car crimes could be avoided if items were not left on display in vehicles. He reported that 41 Safe Scheme hours had been spent in the Parish in the month. He noted that following concerns, priority had been given to problems at Hall Green Community Centre, the Village Institute, Broadcut Road (cable thefts) and speeding/parking. A total of 34 youths had been subject to Stop and Account legislation mainly at anti-social behaviour hotspots. One male had been arrested for cannabis possession and another four males were searched for drugs at Newmillerdam car park.

With regard to driving matters, a total of 23 endorsable fixed penalty tickets had been issued to drivers on Denby Dale Road, Durkar Lane and Wood Lane. One driver had no vehicle excise licence. A further 16 vehicles were stopped and checked during the month. On Denby Dale Road, a further seven endorsable tickets were issued and three motorists were reported for summons for exceeding the 40mph limit, one at 77 mph. The report also noted two males who had been arrested for possession of controlled drugs with intent to supply. A more detailed search of their vehicle revealed further quantities of drugs concealed in the car.

Priorities for December would be HGVs on Hollin Lane and Durkar Lane, youths congregating at Great Cliffe and Hall Green Community Centres, and speeding on Durkar Low Lane and Denby Dale Road.

Resolved: That the Parish Council thank PCs Laybourne and McMahon for the good policing of the area.

Councillor Mrs Craven left the meeting (7.31pm)

207. TO RECEIVE REPORT FROM THE PARKS AND OPEN SPACES COMMITTEE

Draft minutes of the meeting held on 30 November had been tabled. The Clerk noted that the Committee had agreed in principle to request a Community Payback team to upgrade paths in the Park and to allocate £500 to purchase plantings from Wakefield MDC for this purpose. The Committee also proposed to further investigate the use of a Community Payback team to carry out minor tree works in the Park. Tender documents for 2010/11 contracts for the maintenance of the Park and other parish sites had been agreed and it was proposed to seek a price for stakes to deter parking on the grass at Willow Garth.

Resolved: That the report be noted.

208. TO RECEIVE REPORT FROM THE HEALTH AND SAFETY COMMITTEE

There was nothing to report.

209. TO RECEIVE REPORT FROM THE RIGHTS OF WAY COMMITTEE

The Clerk noted a letter received regarding the footpath adjoining the Institute: this would be reported on the January agenda.

210. TO DISCUSS HALL GREEN COMMUNITY CENTRE

Councillor Wainwright reported that following the drainage problems, the affected areas had now been disinfected, the new floor had been laid and the hall had been thoroughly cleaned. Members were pleased to hear that it was proposed to reopen the Centre in the New Year.

Resolved: That the report be noted.

Councillor Mrs Craven rejoined the meeting (7.38pm)

211. FEEDBACK FROM SCARBOROUGH CONFERENCE

The Responsible Financial Officer reported on the conference that Councillor Craven and she had attended. Topics covered had included elections: a mandate for four years?, the demographic range of councillors, employment matters, chairmanship, quality status and planning.

Resolved: That the report be noted.

212. TO RECEIVE REMINDER REGARDING MEMBERS CODE OF CONDUCT

The Clerk noted a letter from Wakefield MDC reminding elected members of their obligations under the Code of Conduct to register any changes to their financial or other interests. Members were invited to request a form from the Clerk if they wished to register any changes.

213. FINANCIAL MATTERS: TO APPROVE PAYMENT OF ACCOUNTS

The Responsible Financial Officer presented the following for payment:

	£
Clerk salary + expenses	382.80
Responsible Financial Officer salary + expenses	410.52
SLCC - training	109.25
R Sunderland	570.00
SLCC - subscription	95.00
K Holliday	1,450.00

Resolved: That the accounts be approved for payment.

214. FINANCIAL MATTERS: TO RECEIVE LETTER FROM FRIENDS OF PUGNEYS

The Clerk recalled that in March 2009 a grant of £100 had been awarded to the Friends of Pugneys towards the purchase of bulbs to be planted by local schoolchildren. It had however not been possible to involve the schoolchildren as the Friends did not have CRB clearance. The bulbs had been planted by the Friends themselves.

Resolved: That the letter from the Friends be noted.

215. VILLAGE INSTITUTE MATTERS

Village Institute Trustees' minutes dated 3 November 2009 had been circulated.

Resolved: That the minutes be accepted as a true record.

216. TO RECEIVE UPDATE ON COMMUNITY HERO AWARD

Councillor Daniels reported that the Community Hero Committee had met on 19 November. There had been some problems with the number of newsletters/nomination forms distributed and the length of the form resulting in a limited number of nominations being received. Councillor Daniels was pleased to announce that the Committee's unanimous recommendation for Community Hero 2009 was Keith Wainwright.

Resolved: (1) That Keith Wainwright be confirmed as Crigglestone Community Hero for 2009.
(2) That a framed certificate be presented to Councillor Wainwright during the January Parish Council meeting.
(3) That the other members of the Community Hero Committee be invited to attend the presentation.

217. TO RECEIVE UPDATE ON PARISH PLAN

Councillor Daniels reported on a recent meeting of the Steering Group which had received advice from Amanda Kent of Rural Action Yorkshire. Having heard that a further funding application had not been successful, the Group recommended that an independent group be established who might have access to funds not available to parish councils.

Resolved: (1) That an independent steering group be set up to prepare a parish plan.
(2) That the Parish Council assist the initial administration costs of the new group of up to £200.

218. TO CONSIDER APPOINTMENT OF TRUSTEE TO WORRILLS ALMSHOUSE CHARITY

The Clerk to the Trustees reported that Mr Stuart Brice had attended a charity meeting as a prospective trustee.

Resolved: That Mr Stuart Brice be appointed as a trustee of Worrill's Almshouse Charity.

219. CORRESPONDENCE

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| 1. | CPRE | Email – future of the countryside, Christmas cards |
| 2. | YLCA | Email - Cllr May Ashworth (Sharlston PC) selected for WMDC Standards Board |
| 3. | CPRE | Journal |
| 4. | Streetscape | Brochure |
| 5. | Anne Moran | Re bible presented to Emma Farrar, British School, Crigglestone 1877 |
| 6. | Audrey White | Copy of letter sent to Arriva and Metro re 443 bus service |
| 7. | SLCC | The Clerk magazine |
| 8. | Rural Action Yorkshire | Country Air journal |

9.	Age Concern	Age Concern Shopping Service
10.	Westminster Briefing	Email 'What Support for the Third Sector Through Recession? Considering Capacity Building and Increasing Collaboration' London 9 Dec £295
11.	VOX	VOX Question time 1 December Wakefield Town Hall.
12.	Invent Partners	Re web site supply and management
13.	WMDC	Village Green at Newmillerdam Old Colliery Site Confirmation of registration
14.	WMDC Mayor's office	Events at Wakefield Cathedral - Christmas Concert 4 Dec and Civic Carol Service 17 Dec
15.	Metro	WY Rural Accessibility Partnership
16.	WY Police Authority	Tell us your policing priorities
17.	A Marsden	Re HGVs on Hollin Lane
18.	Rekk	Publicity for youth shelters
19.	Cllr Colley	WY Local Transport Partnership newsletter
20.	Cllr Drysdale	Bus service changes in rural south Wakefield
21.	Roger Parkinson	Reminder re tree event Secker Lane 5 December
22.	CE Electric UK	Preparing for Mother Nature leaflets
23.	WMDC	Playground at Daw Lane
24.	WYPTE	Wakefield Stakeholder Meeting 4 December

Resolved: (1) That the Clerk accept the offer of the Bible inscribed to Emma Farrar and Cllr Wainwright deposit it at St James' Church.⁽⁵⁾

(2) That the Age Concern Shopping Service be publicised ⁽⁹⁾.

(3) That the policing priorities be completed as discussed ⁽¹⁶⁾

(4) That Cllrs Daniels and Mrs Craven attend the WYPTE meeting on 4 December ⁽²⁴⁾.

(5) That the remaining items be noted.

220. PLANNING APPLICATIONS

The Parish Council noted the planning applications before them. Councillor Wainwright noted a meeting held by agents acting for Taylor Wimpey with the governors of St James' School regarding draft proposals for the development of the site to the rear of the School.

Resolved: That the Durkar Lane site be discussed at the January meeting.

221. TO CONSIDER APPLICATION FOR GOODS VEHICLE OPERATORS LICENCE

The Clerk had circulated a notice that the Log Wood Garage of New Mill had applied to change their existing licence to add an operating centre to keep 15 goods vehicles and 2 trailers at Crigglestone Industrial Estate. She noted that owners of land and buildings near the operating centre could make representations on environmental grounds within 21 days of the notice.

Resolved: That a representation be submitted to the Traffic Commissioner's Office objecting to the proposed operating centre licence on the grounds of noise, air pollution and increased heavy traffic.

222. TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS

Councillor Denson updated Members on drainage matters on the Fishponds estate and changes to the 444/443 bus services. The Clerk presented a further email received regarding the bus timetables which conflicted with the earlier information.

Resolved: That Councillor Denson be thanked for his input.

223. UPDATE ON PARISH MATTERS

The Clerk had circulated the Parish Matters register and updated members on progress.

Resolved: (1) That matters be followed up with WMDC officers as appropriate.

(2) That a meeting be sought with Arriva to clarify bus services in the parish, District Councillors to be invited.

224. PARISH MATTERS

The following items were brought to the attention of the Parish Council:

(a) Another Christmas tree requested in the parish.

(b) There was an infestation of rats on Fishponds Drive and WMDC pest control were surveying the area.

Resolved: That District Councillor Denson enquire about a further Christmas tree.

225. PRESS REPORTS – ITEMS FOR PUBLICATION

Resolved: That the Clerk contact Dr Chowcat to update parish matters for the press.

226. TO CONSIDER INPUT FOR PARISH LINK MAGAZINE

Resolved: That the Responsible Financial Officer prepare the Parish Council insert for the next Parish Link.

227. TO APPROVE ITEMS FOR THE PARISH COUNCIL WEB SITE

Resolved: That the November 2009 Parish Council minutes be placed on the website.

228. TO CONSIDER NEWSLETTER PROCEDURES

Further to Minute 194 (09/10), Councillor Daniels suggested that the print run of future newsletters should be increased to include all dwellings and businesses in the parish. This would involve printing an additional 300 copies. He also proposed that the inclusion of advertising be considered.

Resolved: That the matter be further considered at the January meeting.

229. DATE, TIME AND PLACE OF THE NEXT MEETING

Resolved: That the next meeting of the Parish Council be held in the Village Institute, High Street, Crigglestone at 7.00pm on Tuesday 5 January 2010.

IN PRIVATE

230. TO RECEIVE RECOMMENDATIONS OF THE PERSONNEL COMMITTEE

Minutes of the meeting of the Personnel Committee were tabled and Members discussed the Clerk's remuneration.

The Clerk left the room during discussion and resolution of the above matter.

The Personnel Committee had also discussed legislation covering employees over the age of 65 and the cleaning of areas outside the Village Institute.

Resolved: (1) That the Clerk's salary be increased to a single salary point of SCP 26 with effect from 1 January 2010.

(2) That the Personnel Committee review all staff salaries annually in October.

(3) That a letter be sent to the caretaker informing her of her retirement rights and asking her to indicate if she wishes to continue to work.

- (4) That, assuming the caretaker wishes to continue in post, an appraisal interview be held with her in March 2010.
- (5) That the caretaker's hours be increased by 30 minutes per week to clear litter from the front and rear of the Institute building.
- (6) That a litter picker stick be purchased at a cost of £8.95.

IN PUBLIC

231. **FINANCIAL MATTERS: TO CONSIDER DRAFT BUDGETS AND ESTIMATES 2010/11**

A report giving options for budgets and estimates for 2010/11 had been circulated, and the Responsible Financial Officer explained the alternatives and responded to queries. She tabled a paper showing the effect of the budget options over the next three years. Members were minded to accept the 'optional budget' which included a proposed precept of £46,000.

Resolved: (1) That, subject to the amendment of the Salaries and Wages heading to reflect the increases agreed in Minute 230 above, the budgets and estimates for 2010/11 as detailed in the 'optional budget' column of the report be approved.

(2) That the Responsible Financial Officer submit the precept application for 2010/11 to the District Council.

(3) That the Responsible Financial Officer be thanked for her work on the matter.

SIGNED _____
CHAIRMAN

DATE _____

CRIGGLESTONE PARISH COUNCIL PUBLIC PARTICIPATION SESSION

7.00 pm Crigglestone Village Institute, Tuesday 1 December 2009

One member of the public spoke about the HGVs using Hollin Lane in contravention of the weight restriction. PC Laybourne said he would pass the speaker's comments on to SAFE scheme officers and the traffic sergeant. It was however difficult to check vehicles except over a long period of time and fines for offences were low. PC Laybourne suggested that registration numbers be collected so that companies could be traced and contacted.