

CRIGGLESTONE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 1 OCTOBER 2013

Present: Councillors: Mrs C Binns, P Daniels, J Garthwaite, Mrs D Margrave, J Peebles, Mrs C Platten, A Roe, Mrs M Skinner and K Wainwright.

District Councillor: L Kirkpatrick.

Apologies: Councillors Mrs J Craven and P Crompton, District Councillor Mrs J Drysdale. District Councillor Sanders would be late.

164. APOLOGIES FOR ABSENCE

Apologies were accepted.

165. DECLARATIONS OF INTEREST

None.

166. TO CONSIDER REQUESTS FOR DISPENSATIONS UNDER SECTION 33 OF THE LOCALISM ACT 2011

None received.

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

The Chairman urged Members to deal with items in an expeditious manner.

168. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 3 SEPTEMBER 2013

Resolved: That, subject to the deletion of duplicated words in minute 124, the minutes of the meeting held on 3 September 2013 be approved as a correct record.

169. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

None.

170. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

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

171. POLICE REPORT

Inspector Clare attended and circulated a report which showed that 16 hours had been worked on the Safe Scheme in September. Police officers had worked 10 hours and PCSOs had worked 6 hours. These hours were low but would allow officers to work more hours in October and November which tended to be more demanding months. A total of 46 incidents had been recorded in September.

Patrols had been conducted by car and on foot at various times of the day and included Betty Eastwood Park and the Hall Green area. There had been no incidents of note.

The report showed two house burglaries at Durkar and one other burglary on Painthorpe Lane. Two thefts from motor vehicles were reported in Crigglestone and six other theft offences including making off without paying at a garage, removal of a wooden gate, removal of cash and cards from hotel lockers and a wheelie bin taken away. There were five damage offences including two smashed vehicle windows, two dwelling windows smashed and one incident of graffiti sprayed on a fence. There was one drug offence.

A total of 25 instances of anti-social behaviour was reported. These included a report of males with shotguns, noisy house parties and youths causing a nuisance by drinking in the street and

being noisy. There were several calls about suspicious incidents which then turned out to be legitimate, but the police were happy to receive such calls.

Inspector Clare gave further information about their 'smiley screens' which could be used to warn drivers of their speed. The results were recorded, but not enforceable, and would be referred to Wakefield Council highways officers. The police could lend the equipment to Parish Councils or appropriate community groups.

Priorities for October would be speeding at High Street, Denby Dale Road and Wood Lane.

Resolved: That the Parish Council thank Inspector Clare for his report and the good policing of the area.

Inspector Clare left the meeting (7.25pm)

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

The minutes of the meeting held on 2 September had been circulated. It was noted that the Committee had agreed an estimate of £120 for tree felling on the Park boundary and further work had now been requested.

Resolved: (1) That the report be noted.

(2) That a price of up to £300 for tree felling by T&D be approved.

173. TO RECEIVE REPORT FROM THE HEALTH & SAFETY AND FINANCE COMMITTEE

There was nothing to report.

174. TO RECEIVE REPORT ON RIGHTS OF WAY MATTERS

There was nothing to report.

175. TO RECEIVE REPORT FROM THE COMMUNITY HERO WORKING PARTY

Councillor Daniels noted that the Working Party had met on the previous day and recommended that the scheme be open to nominations/support from people living within or beyond the parish as long as the nominee had benefitted the residents of the parish. It was proposed to award one Hero award with other nominees receiving runner-up awards.

Resolved: That the amended procedures be approved.

176. TO DISCUSS HALL GREEN COMMUNITY CENTRE MATTERS

Councillor Mrs Binns reported that the insulation work would be carried out on 28/29 October. The Association would hold a jumble sale on 19 October.

Resolved: That the report be noted.

177. VILLAGE INSTITUTE CHARITY COMMITTEE: TO RECEIVE ANY URGENT MATTERS

The Committee had met earlier. It was proposed to seek quotes for the extension of the car park.

Resolved: That the report be noted.

178. TO RECEIVE THE CLERK'S REPORT

The Clerk had circulated a report detailing matters addressed during September.

Resolved: (1) That the report be noted.

(2) That the Clerk pursue issues as discussed including the disposal of the office typewriter.

179. TO RECEIVE FEEDBACK FROM MEETINGS

Helen Walker had convened a meeting to follow up the Park event on 31 July. Various community activities were discussed and there had been subsequent visits to local schools to encourage participation.

Resolved: That the report be noted.

Cllr Mrs Margrave left the meeting during the above item (7.37 to 7.40pm)

180. TO DISCUSS RECOMMENDATIONS FROM THE M1 NOISE GROUP MEETING

The group had considered the responses received from the Highways Agency and DEFRA. It was proposed to reply indicating disappointment with the lack of progress and to again invite Mary Creagh to take some action.

Resolved: That the report be noted and the proposals agreed.

181. FINANCIAL MATTERS: TO APPROVE THE PAYMENT OF ACCOUNTS

The Responsible Financial Officer presented the following for payment:

	£
Clerk – salary + expenses	451.24
Responsible Financial Officer – salary + expenses	183.40
PKF Littlejohn LLP – external audit	360.00
Xerox	15.76
Cultrix – website maintenance and bug fixing	216.00
WMDC – tree survey	54.00
Village Institute – rental	300.00
G Milner – external maintenance	310.00
R Sunderland – external lights	41.00
T&D Contractors – Hanging baskets	5,916.00
T&D Contractors – BEP paths	6,796.80

Resolved: That the accounts be approved for payment.

District Councillor Sanders joined the meeting (7.45pm).

182. FINANCIAL MATTERS: TO RECEIVE AND APPROVE QUARTERLY ACCOUNTS

The Responsible Financial Officer presented the balance sheet for the period 15 June to 15 September 2013.

Resolved: That the balance sheet be agreed and signed as a correct record and that the bank statement be initialled by the Chairman as a correct record of the Parish Council's financial position.

183. FINANCIAL MATTERS: TO CONSIDER THE EXTERNAL AUDITOR'S REPORT

The Responsible Financial Officer noted that the External Auditor was happy that the annual return was in accordance with proper practices and found no matters to cause concern.

Resolved: That the report be noted and the notice of conclusion of audit be advertised on the notice board for fourteen days and on the Council's website.

184. FINANCIAL MATTERS: TO RECEIVE AND APPROVE BUDGET OUTTURN REPORT

The Responsible Financial Officer tabled a revised report and responded to queries.

Resolved: That the budget outturn report be approved by the Parish Council and signed by the Chairman.

185. FINANCIAL MATTERS: TO DISCUSS PROVISION OF CHRISTMAS TREES 2013

Further to the decision in September to contribute to three trees in the parish, District Councillor Sanders said it was likely that £1,000 towards each of the three trees would be available from Wakefield Council.

Resolved: That the report be noted.

186. TO RECEIVE ACCOUNTS FOR SANDAL MAGNA RELIEF IN NEED AND HARRISONS ALMSHOUSE CHARITIES

The Clerk had received the accounts of the charities for the year ending 31 December 2012.

Resolved: That the accounts be noted.

187. CORRESPONDENCE

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| 1. | Fields in trust | Email - Newsletter |
| 2. | SLCC | The Clerk magazine |
| 3. | Clerks and Councils Direct | Journal |
| 4. | Fields in Trust | Email - ezine |
| 5. | YLCA | Email - Government launches new online planning guidance resource for public testing;
A new report on health services in rural Yorkshire;
Yorkshire Water Speakers Panel;
Funding News: (Green Deal Communities Scheme, National Churches Trust, Community Grants & Young Roots – Heritage Lottery Fund, Our Place Programme). |
| 6. | WMDC | Email – Agenda for Council 18 Sept |
| 7. | SLCC | Notice of AGM 18 Oct 2013 |
| 8. | NALC | LCR magazine |
| 9. | Rural Action Yorkshire | Annual report and accounts |
| 10. | Mary Creagh | Email - Update |
| 11. | Martin Perry | Email – Enclosing Accounts for Sandal Magna Relief in Need & Harrison's Almshouses, for the year ended 31st December 2012. |
| 12. | Healthwatch Wakefield | Email - Drop In event at the Elizabethan Gallery on Trinity Walk on Thursday 26 September 2013 |
| 13. | Mary Creagh | Email - Update |
| 14. | Gary Walker, Newmillerdam | Email – Association won gold award at Yorkshire in Bloom and judges' discretionary award for best community work. Please pass thanks to T&D. |
| 15. | SLCC | Email – News Bulletin: New measures to bring parish powers, Local Audit and Accountability Bill, Notes on neighbourhood planning, Neighbourhood Planning – new support |
| 16. | RAY news | Email – news for PCs |
| 17. | YLCA | Email - Government Announces Proposals to make it easier to establish Local Councils, Guidance to allow filming of planning appeals, New Road Guidance, Increase in National Minimum Wage, Funding News – Parks for People |
| 18. | NOVA | Invitation to join NOVA, replacing VAWD and Wakefield District Wellbeing Consortium |
| 19. | Skipton Building Society | Email - Friends of Netherton Village Hall are seeking grant from SBS– you can vote for them online |
| 20. | WMDC | Email - Natural England are working to raise the profile of Local Access Forums (LAFs) and to encourage more bodies and organisations to engage with their local LAF. |
| 21. | Mr McGregor | Email – Re smiley sign and traffic/parking problems |
| 22. | YLCA | Email - Openness and transparency on personal interests: Revised Government guidance for councillors
'You've got the power: A quick and simple guide to |

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| | community rights' Connecting Public Health and the
Voluntary and Community Sector events
£7.5 million funding to help support neighbourhood plans
Latest Vacancy – Morton Parish Council |
| 23. YLCA | Email - Openness and transparency on personal interests
Sept 2013 DCLG |
| 24. Healthwatch
Wakefield | Email - Newsletter |

Resolved: (1) That thanks for the 2013 hanging baskets be passed to T&D Contractors ⁽¹⁴⁾.
(2) That the Parish Council joins NOVA ⁽¹⁸⁾.
(3) That the remaining correspondence be noted.

188. TO DISCUSS PLANNING APPLICATIONS/DECISIONS

Members noted the schedule of applications and decisions which had been circulated together with an update from the Clerk.

Resolved: That the Clerk submit a comment on application no 13/02405 (restaurant at Calder Park) and submit objections 13/02318 (car sales Denby Dale Road) on the grounds discussed. Councillor Sanders was asked to request Committee consideration of the latter application.

189. TO RECEIVE ANY UPDATE RE FLOODING MATTERS AT HOLLINGTHORPE LANE

Councillor Wainwright reported that a lengthy drainage clearance exercise had been completed and he was confident that this work would solve the problem.

Resolved: That the report be noted.

190. TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS

Cllr Kirkpatrick reported on progress at the British Oak reclamation site, Haslegrave Park fencing and Kevin Barker's selection as a candidate for the 2014 District Council elections. Councillor Sanders informed Members of the transfer of civil parking enforcement from the police to local authorities and the replacement of road markings.

Resolved: That District Councillors Kirkpatrick and Sanders be thanked for their reports.

191. PRESS REPORTS – ITEMS FOR PUBLICATION

Resolved: That the Clerk update parish items for the press.

192. TO CONSIDER INPUT FOR PARISH LINK MAGAZINE

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

193. TO CONSIDER THE DRAFT AUTUMN NEWSLETTER

The Responsible Financial Officer tabled a draft newsletter which would carry the Community Hero form on the reverse.

Resolved: (1) That the draft newsletter be approved.
(2) That an extra 100 copies be ordered to be distributed by the Community Hero Working Party.

194. TO APPROVE ITEMS FOR THE PARISH COUNCIL WEB SITE

Resolved: That the September 2013 Parish Council minutes be placed on the website.

195. TO CONSIDER ARRANGEMENTS FOR REMEMBRANCE DAY 10 NOVEMBER

Resolved: That Councillor Daniels lay a wreath at the Newmillerdam Memorial at 10.00 am and that Councillor Peebles lay a wreath at St James Church, Chapelthorpe at 10.30 am on Sunday 10 November 2013.

196. DATE, TIME AND PLACE OF THE NEXT MEETING

It emerged that many Members were not available for the scheduled date of 5 November.

Resolved: That the next meeting of the Parish Council be held in the Village Institute, High Street, Crigglestone at 7.00pm on Tuesday 29 October 2013.

IN PRIVATE

197. TO RECEIVE RECOMMENDATIONS FROM THE PERSONNEL COMMITTEE

In the absence of Cllr Mrs Craven, the Clerk reported that the Committee had considered the Clerk's appraisal and would review the posts of the Clerk and Responsible Financial Officer in the new year.

Resolved: That the report be noted.

SIGNED _____
CHAIRMAN

DATE _____

**CRIGGLESTONE PARISH COUNCIL
PUBLIC PARTICIPATION SESSION**

Tuesday 1 October 2013

No residents attended.