

CRIGGLESTONE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2 JULY 2013

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

District Councillor: I Sanders

Apologies: Councillor P Crompton and District Councillors Mrs J Drysdale and L Kirkpatrick.

86. APOLOGIES FOR ABSENCE AND WELCOME

Apologies were accepted and the new Responsible Financial Officer, Joanie Massey, was welcomed to the meeting.

87. DECLARATIONS OF INTEREST

None.

88. TO CONSIDER REQUESTS FOR DISPENSATIONS UNDER S33 OF THE LOCALISM ACT 2011

None received.

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

The Chairman proposed a vote of thanks to Councillor Wainwright to recognise his new local history book and his recent presentation of slides for the Friends of Betty Eastwood Park.

90. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 4 JUNE 2013

Resolved: That the minutes of the meeting held on 4 June 2013 be approved as a correct record.

91. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

Councillor Mrs Craven would conduct the Clerk's appraisal during the summer.

92. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

Resolved: That members of the press and public be excluded from the meeting following item 24.

93. POLICE REPORT

Inspector Clare attended and circulated a report which showed that 19 hours had been worked on the Safe Scheme in June. Police officers had worked 16 hours and PCSOs 3 hours. A total of 59 incidents had been recorded compared with 32 in May. There was a significant increase in both crime and anti-social behaviour especially in Crigglestone.

A number of patrols had been conducted mainly in the afternoon and early morning at Hall Green, Mackie Hill School and Calder Grove.

The report showed two house burglaries at Denby Dale Road and Blacker Lane and eight other burglaries from sheds and other outbuildings. One theft of a motor cycle was recorded in Crigglestone together with three thefts from motor vehicles. There were damage offences affecting a dwelling, public house, shed, boundary fence, a gate and two motor vehicles. There was one theft from an unoccupied address in Painthorpe where copper piping was removed and further theft offences included: a phone from a showroom, a potted plant, property from a public house, three drain covers and two mobile phones. Two cannabis drug offences were recorded in Crigglestone and Painthorpe. Residents were advised to secure their bikes and ensure

sheds/garages/outbuildings were locked. Concerns were also raised about drivers of white vans in the area claiming to be looking for scrap items.

A total of 29 instances of anti-social behaviour was reported. These included a number of nuisance bikes, nuisance youths and a noisy party in Hall Green.

Members were given details of portable 'smiley screens' which could be used to identify vehicles' speeds, giving a smile for those within the speed limit. Priorities for July would be parking on Denby Dale Road East, speeding on Denby Dale Road and High Street. Site deliveries to the Pipers Green building site off Durkar Lane would be monitored.

Resolved: That the Parish Council thank the police for the report and the good policing of the area.

Cllr Mrs Craven left the meeting (7.40pm)

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

Minutes of the meeting held on 19 June were tabled. Members were pleased to learn that a grant of £5,664 had been awarded by Awards for All towards the Betty Eastwood Park Footpath Access Project. It was hoped to launch the project during Wakefield Council's Love Where You Live event on 31 July. Councillor Mrs Platten reported on the recent successful fundraising event held by the Friends of Betty Eastwood Park at the Village Institute.

Resolved: That the report be noted.

Cllr Mrs Craven rejoined the meeting (7.45pm)

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

Resolved: That the next meeting of the Committee be held at 6.00pm on 15 October 2013.

96. TO RECEIVE REPORT ON RIGHTS OF WAY MATTERS

There was nothing to report.

97. TO DISCUSS HALL GREEN COMMUNITY CENTRE MATTERS

Councillor Mrs Binns reported that the Centre needed insulation in the roof and walls. A specification would be prepared and quotes sought. The Gala to be held on 18 August was attracting a lot of interest.

Resolved: That the report be noted.

98. VILLAGE INSTITUTE CHARITY COMMITTEE: TO RECEIVE ANY URGENT ITEMS

The Responsible Financial Officer reported that, following the work to the main hall, a price had been agreed to redecorate the rest of the Institute. The work would be carried out in August.

Resolved: That the report be noted.

99. TO RECEIVE THE CLERK'S REPORT

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

Resolved: (1) That the report be noted.
(2) That the Clerk pursue issues as discussed.

100. TO RECEIVE FEEDBACK FROM MEETINGS

Cllr Mrs Binns had attended the Wakefield Speaks event at which the West Yorkshire Police Commissioner gave details of his plans for work in the community. Cllr Mrs Craven reported on the YLCA branch meeting she had attended. Items covered included neighbourhood plans,

Transport City Deals and the Community Infrastructure Levy. Cllr Mrs Binns had also attended the YLCA planning training session.

Resolved: That the reports be noted.

101. FINANCIAL MATTERS: TO APPROVE THE PAYMENT OF ACCOUNTS

The Responsible Financial Officer presented the following for payment:

	£
Clerk – salary + expenses	1,063.68
Responsible Financial Officer - salary + expenses (JEM)	291.36
Responsible Financial Officer - salary + expenses (SVJ)	318.55
Keith Stocks – bench treatment	35.14
YLCA – subscription	855.00
SLCC – training course	82.80
T&D Contractors	72.00
Xerox UK	32.50
DC Print – newsletter	380.00
Re-Connect – newsletter distribution	350.00
Village Institute - rent	300.00

The payments in respect of the newsletter would be released on confirmation of delivery and distribution.

Resolved: That the accounts be approved for payment.

102. FINANCIAL MATTERS: TO RECEIVE INTERNAL AUDITOR'S REPORT

The Internal Auditor's report had been circulated and her recommendations were accepted.

Resolved: (1) That Diane Brown be thanked for her report.

(2) That the Responsible Financial Officer report back to the September meeting to address the issue of the loan to Crigglestone Sports Club.

(3) That the Responsible Financial Officer prepare a VAT return as soon as possible, and thereafter at 6-monthly intervals.

(4) That the Clerk's contract be updated in line with the latest Parish Council contract.

(5) That the value of the Miners' Memorial painting be added to the asset register.

(6) That the online return to the Charity Commission for the Village Institute be completed.

103. FINANCIAL MATTERS: TO RECEIVE AND APPROVE QUARTERLY ACCOUNTS

The Responsible Financial Officer presented the balance sheet for the period 1 April to 14 June 2013.

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

104. FINANCIAL MATTERS: TO RECEIVE AND APPROVE QUARTERLY BUDGET OUTTURN REPORT

This report would be presented in September.

105. FINANCIAL MATTERS: TO APPROVE THE TRANSFER OF ACCESS RIGHTS FROM THE OUTGOING TO THE INCOMING RESPONSIBLE FINANCIAL OFFICER

Resolved: That the transfer of access rights to online banking accounts, HMRC and the Charity Commission from the outgoing to the incoming Responsible Financial Officer be approved.

Cllr Mrs Margrave left (8.30pm) and rejoined the meeting (8.32pm) during the above discussion.

106. FINANCIAL MATTERS: TO CONSIDER PURCHASE AND INSTALLATION OF ROADSIDE BENCHES

Members discussed the previous report together with draft proposals received from Pennine Community. Members were reminded that ownership and maintenance of the benches would remain with the Parish Council.

Resolved: That Wakefield Council's price of £1,344+ VAT to supply and fit three benches with back rests at sites agreed be approved.

107. CORRESPONDENCE

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| 1. | CPRE | Email - Ezine |
| 2. | F4F | Email – Training, Bid writing for success Huddersfield 10 July |
| 3. | WMDC | Email - Wakefield Rural Area Forum Thursday 27 th June 2013 at the Agbrigg and Belle Vue Community Centre, |
| 4. | Healthwatch Wakefield | Independent consumer champion for health and social care. Want to hear from you. Also recruiting chair and board members. |
| 5. | SLCC 06/06 | Email - News bulletin |
| 6. | Mary Creagh | Email - Update |
| 7. | Crigglestone Sports Club | Email – Request for support for new building |
| 8. | YLCA | Email – Conference - conference: Unlocking the General Power of Competence – confidence to innovate: London - 23 July 2013 |
| 9. | WMDC | Email – agenda for council 19 June |
| 10. | LCR | Email - LCR online |
| 11. | F4F | Email – Training - Tuesday 2 nd July 2013 Introduction to Social Return on Investments (SROI) - Bradford |
| | WYPTE | Email - Travel Information Survey open until 23 June
http://www.surveymonkey.com/s/WestYorkshireTravelInformation |
| 12. | | |
| 13. | NALC | Email – Conference: Putting Communities First Sheffield 11 July |
| 14. | YLCA | Email – Good Councillors Guide Available as pdf – 64 pages or hard copy (small charge) |
| 15. | Mary Creagh | Email - Newsletter |
| 16. | WY Fire and Rescue Service | Email - West Yorkshire Fire and Rescue Service Public Consultation - Charging for persistent automatic false alarm calls – non domestic properties
http://www.surveymonkey.com/s/6TQQGLC |
| 17. | WMDC | Email – Consultation Retail and Town Centre Local Plan - Early Engagement Ends 31 July |
| 18. | WMDC | Email – Consultation Leisure Recreation and Open Space Local Plan - Early Engagement Ends 31 July |
| 19. | WMDC | Email – Consultation Leisure Recreation and Open Space Local Plan - Sustainability Appraisal Ends 31 July |
| 20. | WMDC | Email - Consultation Retail and Town Centre Local Plan - Sustainability Appraisal Ends 31 July |
| 21. | SLCC | Email - Newsletter |
| 22. | NALC | Magazine |
| 23. | Sported | Email – Funding for sports development projects |
| 24. | WMDC | Email – Horse protocol - Response from DEFRA re issues raised at T&PC Liaison group |

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| 25. | WMDC | Email - Wakefield Rural Area Forum - Thursday 27th June 2013 - Agbrigg & Belle Vue Community Centre - 6.30pm |
| 26. | YLCA | Email – Ebulletin Communities to be given greater say on, and benefits from onshore wind farms
Local Plan Consultations – York and Rotherham
Financial Services Compensation Scheme
New Yorkshire Dales National Park Management Plan
National Parks worth £5bn to the economy
Clerk vacancies |
| 27. | WMDC via Cllr Kirkpatrick | Email – Proposed parking restriction Denby Dale Road, Calder Grove (opposite Kingfisher) |
| 28. | Mary Creagh | Email - Update |
| 29. | West Yorkshire Police and Crime Commissioner | Email - Half the ill-gotten gains seized by West Yorkshire Police and prosecutors goes to the Treasury – campaign to keep money in the community |
| 30. | WMDC Planning | Email – Streamlining the planning application process |
| 31. | Healthwatch Wakefield | Email – Newsletter |
| 32. | WYPTE | Email – Consultation on Implementation Plan 2 closes on 5 July. |
| 33. | NALC | Email – Putting Communities First Conference Sheffield |
| 34. | Peak and Northern Footpaths Society | Invitation to affiliate to Society |
| 35. | Clerks and Councils Direct | Magazine |
| 36. | YLCA | Annual Review and invitation to Joint Annual meeting at Poppleton 20 July |
| 37. | YLCA | Email – Info note National Association of Local Councils (NALC) sets out its recent policy achievements, Date of 2014 Local Elections 22 May, Free Trees for Local Councils, Management Plan for North Yorkshire Dales National Park, Latest Clerk Vacancies |
| 38. | Mary Creagh | Email - newsletter |

Resolved: (1) That the Clerk order 15 copies of the Good Councillors Guide (nominal charge) ⁽¹⁴⁾.

(2) That an objection be submitted to the proposed parking restriction at Calder Grove. ⁽²⁷⁾.

(3) That the remaining correspondence be noted.

108. TO DISCUSS PLANNING APPLICATIONS/DECISIONS

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

109. TO CONSIDER APPEAL AT 422 DENBY DALE ROAD EAST

The Clerk noted an appeal against refusal of planning permission for one dwelling at 422 Denby Dale Road East.

Resolved: That a further objection on the grounds of overdevelopment be submitted to the Planning Inspectorate.

110. TO DISCUSS PROPOSALS FOR CRIGGLESTONE SPORTS CLUB

The Clerk read a message from Crigglestone Sports Club asking for support for their plans to replace temporary facilities with a permanent building.

Resolved: (1) That the Council recognise the work of Crigglestone Sports Club in providing sport for both adult and junior members whilst promoting health and wellbeing activities.

(2) That the Council support in principle the Club's plans to replace the existing temporary buildings with a permanent structure.

111. TO RECEIVE UPDATE ON M1 NOISE ISSUES

The Clerk reported that a response had now been received from the Highways Agency clarifying a number of points as requested. There were no plans to install noise mitigation measures other than routine resurfacing.

Resolved: That the Clerk, in consultation with Councillors Daniels, Mrs Craven and Roe, write to the Ministers for Transport and for the Environment requesting action to mitigate the excessive motorway noise currently experienced by residents of areas near the M1, with copies to Mary Creagh MP and District Councillors.

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

District Councillor Sanders reported that Wakefield Council had conducted a watercourse audit. He would continue to monitor the matter.

Resolved: That the report be noted.

113. TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS

Councillor Sanders noted Wakefield Council's 'Summer in the City' events. He drew attention to the work of West Yorkshire Trading Standards in testing meat products and gave details of the Council's Community Chest scheme.

Resolved: That District Councillor Sanders be thanked for his report.

Cllr Craven left the meeting (9.18pm) and returned (9.20)

114. PRESS REPORTS – ITEMS FOR PUBLICATION

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

115. TO CONSIDER INPUT FOR PARISH LINK MAGAZINE

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

116. TO APPROVE ITEMS FOR THE PARISH COUNCIL WEB SITE

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

117. TO DISCUSS DELEGATION DURING JULY/AUGUST

Resolved: That any urgent issue arising during July/August be delegated to the Clerk in consultation with the Chairman and Vice Chairman and reported to the September meeting for ratification.

118. 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 3 September 2013.

IN PRIVATE

119. TO RECEIVE THE REPORT OF THE PERSONNEL COMMITTEE

The minutes of the meeting of the Personnel Committee meeting held on 5 June 2013 had been circulated.

Resolved: (1) That the appointment of Joanie Massey as Responsible Financial Officer on SCP 18 for 22 hours a month be ratified. Mrs Massey's starting date was 12 June 2013.

(2) That the outgoing Responsible Financial Officer, Jayne Venables, be thanked for her contribution to the work of the Council.

SIGNED _____
CHAIRMAN

DATE _____

**CRIGGLESTONE PARISH COUNCIL
PUBLIC PARTICIPATION SESSION**
Tuesday 2 July 2013

No residents attended.