

CRIGGLESTONE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2 MARCH 2010

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

District Councillor: B Denson.

Apologies: District Councillor Mrs Drysdale.

299. MRS JANET STOCKS, CARETAKER

The Chairman confirmed that Mrs Janet Stocks, the Village Institute caretaker, had died on 22 February. Her funeral had been held on the morning of the meeting and the Parish Council had been represented by Members and staff. Members observed a minute's silence in tribute to Mrs Stocks.

300. APOLOGIES FOR ABSENCE

Apologies were accepted.

301. DECLARATIONS OF INTEREST

Councillor Mrs Craven declared an interest in Item 13ii, grant application from Ranger group.

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

None.

303. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 2 FEBRUARY 2010

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

304. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

The Clerk noted that a meeting with Arriva had been arranged for 10 June. District Councillor Denson confirmed that, following the queries raised regarding the proposed development at Painthorpe, all residents had had an opportunity to comment on the planning application.

305. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

Resolved: That members of the press and public be excluded from the meeting following agenda item 22.

District Councillor Mrs Drysdale joined the meeting (7.10pm)

306. POLICE REPORT

PC Laybourne noted that 15 crimes had been recorded in February, which was lower than usual, and 43 Safe Scheme hours had been spent in the Parish in the month. Discussions had been held with the Logistics Manager for the One Stop Shop chain regarding concerns about deliveries. The manager was prepared to negotiate delivery times to suit local residents but not the size of vehicle used. Members noted that the vehicles often turned at The Close or Howard Crescent which was undesirable for noise and road safety reasons. Indiscriminate parking at Dane Royd School had been raised at the February meeting: PC Laybourne noted that discussions were ongoing with the School and Wakefield Highways Dept to allow restricted parking in the bus lay-by outside the School. A letter had been sent to parents regarding the arrangements.

Other work had included searching youths under the Police and Criminal Evidence Act 1984, a person/vehicle was searched following suspicions regarding cannabis and eight persons were

subject to stop and search legislation. Fixed penalty tickets for indiscriminate parking and warnings had been given out at the Kingfisher Restaurant and Hall Green Co-op. A total of 24 endorsable fixed penalty tickets had been issued for speeding and 16 further vehicles stopped and checked. PC Laybourne's report recalled the arrest of a driver some six months ago for speeding and possession of drugs: the offender had recently been sentenced to two years imprisonment. Similarly, a motorist issued with a vehicle defect form had failed to rectify the faults and had been fined £300 at the Magistrates' Court.

PC Laybourne also described amended arrangements for the SAFE scheme and he was asked to provide more details for the Parish Council's April meeting.

Priorities for March would be speeding on Denby Dale Road and other locations as before. District Councillor Denson drew attention to anti-social behaviour at Chapelthorpe, to the rear of the Bay Horse PH, and District Councillor Mrs Drysdale said she had contacted Metro regarding the repair of the vandalised bus shelter at Hall Green. A smaller shelter was proposed.

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

District Councillor Mrs Drysdale left the meeting (7.20pm)

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

The Committee had met on 1 March and copies of the draft minutes were tabled. The Clerk noted that prices for a health and safety survey of trees in the park and for the removal of a number of diseased sycamores had been sought. Further to minute 179 09/10, Tom Handley would hold two Woodland Care days on 20 and 21 March. Details of the proposed promotion of the Community Day on Sunday 21 March were given and Members were encouraged to attend. T&D had given an estimate of £75 to supply and fit stakes at Willow Garth to deter parking on the grass. With regard to the 2010 hanging basket scheme a number of responses from sponsors had been received.

Resolved: (1) That the report be noted.

(2) That the provision of stakes at Willow Garth as noted above be approved in the sum of £75.

308. TO RECEIVE REPORT FROM THE HEALTH AND SAFETY COMMITTEE

The Committee had met earlier on 2 March and had considered the tree survey noted above, updated the risk assessment and agreed a programme of health and safety checks.

Resolved: That the report be noted.

309. TO RECEIVE REPORT FROM THE RIGHTS OF WAY COMMITTEE

Councillor Wainwright reported that Andrew Fowler at Wakefield MDC was awaiting Land Registry information regarding the Hole path at Dennington.

Resolved: That the report be noted.

310. TO DISCUSS HALL GREEN COMMUNITY CENTRE

Councillor Wainwright reported that he had learnt from Wakefield MDC that a grease trap had been provided at the premises adjoining the Centre which should prevent any overflow under the Centre in the future. He hoped that the adjoining premises would be regularly inspected by Environmental Health officers. The damaged wall at the back of the Centre had been rebuilt.

Resolved: That the report be noted.

311. FEEDBACK FROM MEETINGS

Further to Minute 253 (2009/10) the Clerk reported that Members had met officers from Wakefield MDC Environment Services at Betty Eastwood Park to discuss the possibility of providing a play area in the Park to replace the playground to be lost at Painthorpe. It had

previously been suggested that the housing developer would fund the playground and the District Council would maintain it. It now appeared that the initial area of search would be in Kettlethorpe with Betty Eastwood Park as an alternative.

Resolved: That the report be noted.

312. FINANCIAL MATTERS: TO APPROVE PAYMENT OF ACCOUNTS

The Responsible Financial Officer presented the following for payment:

	£
Clerk salary + expenses	431.68
Responsible Financial Officer salary + expenses	300.83
YLCA - Subscription	794.00
T& D Contractors – work adjoining Durkar Stone	43.47

Resolved: That the accounts be approved for payment.

313. FINANCIAL MATTERS: TO CONSIDER GRANT AID APPLICATION FROM SANDAL AND CHEVET RANGER GROUP

An application from the Sandal and Chevet Ranger Group requested £600 towards participation in a European stampede. Members were minded in principle to assist the group subject to the receipt of further information regarding the date of the trip and the results of their fundraising efforts to date. Clarification of the Sect 137 legislation in the context of this application would be sought.

Resolved: That the Clerk seek the further details requested.

314. FINANCIAL MATTERS: TO RECEIVE REPORT FROM THE FINANCE AND AUDIT COMMITTEE

The minutes of the Finance and Audit Committee meeting held on 17 February had been circulated. Recommendations were made regarding a number of matters.

Resolved: (1) That any items over the value of £1,000 be added to the asset register.
(2) That the fidelity insurance be increased to £46,000 from 1 April 2010 in line with the precept.
(3) That the insurance policies be adjusted to include all items in the ownership of the Parish Council and to exclude any which no longer applied.
(4) That the RFO and Clerk draft the financial controls checklist as agreed by Committee.
(5) That the RFO and Clerk draft revised financial regulations using the template discussed, for consideration by the Parish Council.
(6) That Stuart Hinchliffe be appointed as internal auditor at a fee of £175.
(7) That the draft letter of appointment be agreed.
(8) That the draft audit plan be agreed.
(9) That the risk assessment be amended to reflect the precept as resolved above.

315. FINANCIAL MATTERS: FEEDBACK FROM VAT TRAINING

The RFO reported on items covered at a recent VAT training course with particular reference to sponsorship matters.

Resolved: That RFO investigate the matters further.

316. FINANCIAL MATTERS: TO APPROVE PURCHASES MADE BY THE CLERK/RFO FOR VAT PURPOSES

The RFO described procedures to allow the Council to reclaim VAT where items have been purchased by and reimbursed to staff.

Resolved: That Members approve procedures for the reclamation of VAT for items purchased by staff for the sole use of the Parish Council.

317. VILLAGE INSTITUTE MATTERS

Village Institute Trustees' minutes dated 2 February 2010 had been circulated.

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

318. CORRESPONDENCE

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| 1. | CPRE | Email - General election manifesto, green belts |
| 2. | SLCC | Email Practitioners' Conference Stoke on Trent £195 26/27 Feb |
| 3. | NSPCC | Information about NSPCC Helpline
0808 800 5000 help@nspcc.org.uk |
| 4. | Cllr Box | Re gully cleansing - Durkar |
| 5. | SLCC | Email - Conference Bolton 11 March £30 |
| 6. | YLCA | Model standing orders for local councils |
| 7. | Marshalls plc | Town and Country Planning Order 2008
Residential driveway design using permeable paving |
| 8. | Dept for Communities and Local Govt | Email - War Memorials: Maintenance, Repair and Protection – Penalties for Vandalism |
| 9. | YLCA | Agenda for Wakefield branch meeting 11 March |
| 10. | WMDC Planning | Re Vehicle Operator's Licence – Crigglestone Industrial Estate |
| 11. | WMDC | Email - Invitation to become co-opted member of an Overview and Scrutiny Committee |
| 12. | WMDC | Email – Agenda for Council meeting 1 March |
| 13. | Spinal Injuries Association | Request for publicity for their 'Great Fish and Chip Supper' event 21 May |
| 14. | Roy Allen | Copy letter re footway at bend at Baptist Hill |
| 15. | Cllr Colley | Email re Fishponds Drive drainage |
| 16. | Kate Cummins, Environment Agency | Email re Pollution Prevention and Control permit for Willow Farm Producers Ltd |
| 17. | Pestforce Yorkshire | Publicity |
| 18. | YLCA | White Rose Update Training courses |
| 19. | Cllr Daniels | Railfuture AGM 13 March Yorkshire Rail Campaigner |
| 20. | WMDC | Email – introducing new Legal and Democratic Services
Director Bernadette Livesey |
| 21. | Barnsley MBC | Barnsley LDF – Core Strategy consultation |
| 22. | SMP Playgrounds | New website |
| 23. | SLCC | Training day 30 April Thorner, Leeds £25 Closing date 16 April |

In respect of item (10) regarding the Vehicle Operator's Licence, the Clerk informed Members that the site had now been identified by VOSA and Wakefield MDC Planning Dept had confirmed that there appeared to be authorisation for storage/warehousing and distribution on the site.

Resolved: (1) That District Councillor Denson follow up gully cleansing matters at Durkar with Councillor Box. (4)

(2) That the new model standing orders be presented at the next meeting with a view to the adoption of new standing orders in May 2010. (6).

(3) That the YLCA training courses be considered at the next meeting (18).

(4) That the SLCC training course be considered at the next meeting (23).

(5) That the remaining items be noted.

319. TO DISCUSS NEW WAR MEMORIAL INSCRIPTIONS

Further to Minute 287 (09/10), Councillor Wainwright noted that both bereaved families wished the names of their sons to be added to the Memorials at St James Church and at Crigglestone Cemetery. The gold leaf lettering on the Memorial in St James Church would cost £80 and a

price was being sought for the inscriptions on the Memorial at the Cemetery. Canon Ian Gaskell proposed to hold a short service later in the year.

Resolved: That the inscriptions on the board at St James Church by Camponi Signs be approved in the sum of £80.

320. TO DISCUSS PLANNING MATTERS

The Parish Council noted the planning applications before them. The Clerk gave details of a provisional tree preservation order relating to trees in an area to the west of properties on Durkar Lane. The Clerk also described an approach from agents acting for Taylor Wimpey who had offered to hold a meeting with the Parish Council to present their plans for the development of the site to the west of Durkar Lane.

Resolved: (1) That the provisional Tree Preservation Order ref 10/00020/A be supported.
(2) That the Parish Council does not hold a meeting with representatives of Taylor Wimpey.

321. TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS

Councillor Denson updated members with regard to maintenance works to be undertaken in the Newmillerdam area to address flooding. He gave details of work to the dam and highway, Owler Beck and bridges nearest to the dam. A new bridge was proposed at Slack Lane where remedial work would improve the water flow. New traffic orders would be put in place.

Resolved: That Councillor Denson be thanked for his input.

District Councillor Denson left the meeting (8.45pm)

322. UPDATE ON PARISH MATTERS

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

323. PARISH MATTERS

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

- (a) Durkar Low Lane – drain cover broken.
- (b) List of trustees for Scout Hut requested.
- (c) Exhibition at Newmillerdam Chapel 6/7 March.
- (d) Dennington Lane should have 30mph restriction.
- (e) Accidents resulting from snow and ice in Durkar, morning of 2 March.

Resolved: (1) That Councillor Daniels contact the Call Centre regarding the drain cover.
(2) The Clerk to forward list of trustees.
(3) That Councillor Mrs Craven contact WMDC re Dennington Lane.
(4) That the Clerk ask WMDC to close icy roads.

324. PRESS REPORTS – ITEMS FOR PUBLICATION

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

325. TO CONSIDER INPUT FOR PARISH LINK MAGAZINE

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

326. TO APPROVE ITEMS FOR THE PARISH COUNCIL WEB SITE

Resolved: That the February 2010 Parish Council minutes be placed on the website.

327. 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 7.05pm on Tuesday 6 April 2010, following the Annual Parish meeting which will commence at 7.00pm.

Councillor Mrs Craven left (9.07pm) and rejoined (9.09pm) the meeting. No business was conducted.

IN PRIVATE

328. TO RECEIVE UPDATE ON STAFFING MATTERS

Following the Chairman's announcement of the caretaker's death under the first item, Members noted that the temporary caretaker was continuing to provide cover. Members discussed the appointment of a new caretaker and it was recalled that a revised job description had been prepared by the Personnel Committee.

Resolved: (1) That the post, including the revised job description, be discussed with the temporary caretaker in the first place.

(2) That such discussion be carried out by the Chairman, the Clerk and the Responsible Financial Officer, who would report back to the Personnel Committee or the Parish Council as appropriate.

(3) That, should the temporary caretaker not wish to undertake the job, it be advertised.

329. TO CONSIDER COUNCILLOR REPRESENTATION MATTERS

The Clerk noted procedures to be followed in the event that Councillor Pimm does not attend a meeting of the Council or its committees for a six month period.

SIGNED _____
CHAIRMAN

DATE _____

**CRIGGLESTONE PARISH COUNCIL
PUBLIC PARTICIPATION SESSION**

7.00 pm Crigglestone Village Institute, Tuesday 2 March 2010

No members of the public attended.