

# CRIGGLESTONE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2 OCTOBER 2012

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

**District Councillors:** None.

**Apologies:** District Councillors Mrs Drysdale and Kirkpatrick.

**168. APOLOGIES FOR ABSENCE**

Apologies were accepted.

**169. DECLARATIONS OF INTEREST**

Councillor Mrs Platten declared an interest in Item 18 (vi) grant application.

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

The Chairman stressed the need to avoid lengthy discussions on items.

**171. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 4 SEPTEMBER 2012**

**Resolved:** That, subject to the amendment of Min153 to include expenses paid to Cllr Crompton, the minutes of the meeting held on 4 September 2012 be approved as a correct record.

**172. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY**

None.

**173. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC**

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

**174. POLICE REPORT**

PCSO Sulaiman circulated a report which showed that 23.77 hours had been worked on the Safe Scheme in September. Police officers had worked 17 hours and PCSOs 6.77 hours. A total of 24 incidents had been recorded compared with 42 in August.

Speeding checks had been conducted on Denby Dale Road and Durkar Lane resulting in a total of one speeding ticket, one speed awareness ticket and seven verbal warning tickets. There had been early hour patrols by police officers and afternoon patrols by PCSOs. A visit was made to Betty Eastwood Park where some fly tipping had been reported.

Recorded crimes included a single house burglary in Durkar, where again car keys were found and a car taken from the drive, and one garage burglary (bicycle taken) in Crigglestone. There were two thefts from vehicles in Hall Green and three reports of damage in Crigglestone and Great Cliff. Other offences concerned drugs, including a cannabis factory at Hall Green, shoplifting, and thefts from businesses, a garden and a hotel.

There was one call about alcohol related anti-social behaviour and five nuisance car/bike related calls. In one instance two bikers were issued with S59 notices. Youth related logs included youths on the bridge at Broad Cut Road and youths throwing stones at a house.

Priorities for the month would be speeding, anti-social behaviour and off road bikes.

**Resolved:** That the Parish Council thank PCSO Sulaiman for her report and the good policing of the area.

**175. TO RECEIVE REPORT FROM THE PARKS AND OPEN SPACES COMMITTEE**

Councillor Mrs Platten noted that the Friends of Betty Eastwood Park had held a successful AGM and new volunteers would be welcome on Wednesday and Sunday afternoons. The tree review (Min 137 2012/13) had started.

**Resolved:** That the report be noted.

*Councillor Mrs Craven left (7.20pm) and rejoined (7.24pm) the meeting.*

*Councillor Mrs Platten left (7.24pm) and rejoined (7.26pm) the meeting.*

**176. TO AGREE A DATE FOR THE NEXT MEETING OF THE HEALTH & SAFETY AND FINANCE COMMITTEE**

**Resolved:** That the Committee meet on Tuesday 30 October at 7pm.

**177. TO RECEIVE REPORT ON RIGHTS OF WAY MATTERS**

Councillor Wainwright confirmed that it was proposed to inspect the 32 paths in the parish. He had attended a meeting of the WMDC Access Forum when way marking was discussed.

**Resolved:** That the report be noted.

**178. TO RECEIVE VERBAL REPORT FROM THE COMMUNITY HERO WORKING PARTY**

Councillor Daniels reported that the Working Party had met earlier and agreed the form for the 2012 nominations together with additional promotion proposals.

**Resolved:** That the report be noted.

**179. TO DISCUSS HALL GREEN COMMUNITY CENTRE**

Councillor Mrs Binns advised that a further quote for electrical works was required. It was also reported that District Councillor Mrs Drysdale was to arrange for CCTV investigation of the drains. It was confirmed that the £1,000 donation towards the Christmas tree infrastructure (Min 155 2012/13) would be available when other funding was confirmed.

**Resolved:** (1) That the report be noted.

(2) That another quote be obtained for the electrical work.

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

The Committee had met earlier but there were no urgent matters to report.

**181. 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.

**182. TO DISCUSS COMMUNITY-LED PLAN MATTERS**

The Clerk noted the updated report which Members had seen at the open weekend in September. Members agreed to assist the Clerk in progressing issues as follows: Police – Cllr Mrs Platten, transport – Cllrs Daniels, Mrs Craven and Mrs Margrave, school traffic Cllr Wainwright, links with Kettlethorpe High School and Pennine Community – Cllr Mrs Binns, former Standbridge Lane School – Cllr Mrs Craven, health/ring and ride – Cllrs Mrs Margrave and Mrs Binns, new benches – Cllr Wainwright, litter picking – Cllr Mrs Craven, youth matters – Cllr Mrs Binns.

**Resolved:** That the Clerk and Members pursue issues as detailed above.

**183. CODE OF CONDUCT: TO RECEIVE ADVICE RE INTEREST FORM**

Further to Min 147 (2012/13) the Clerk had circulated advice from Wakefield Council officers together with an alternative interest form template from Leeds City Council. Councillor Crompton

queried the Code of Conduct adopted in July and it was pointed out decisions cannot normally be rescinded within six months of resolution.

**Resolved:** That an interest form based on the Leeds City Council template be adopted.

**184. TO AMEND THE TERMS OF REFERENCE FOR THE PERSONNEL COMMITTEE**

A proposed amendment to the terms of reference and standing orders of the Personnel Committee had been circulated. This would allow the Committee to make appointments.

**Resolved:** That the amendment be approved.

**185. TO RECEIVE UPDATE ON THE RFO POST RECRUITMENT**

The Clerk reported that the Personnel Committee had met twice and agreed a job description for the post of Responsible Financial Officer/Assistant Clerk. Placing the vacancy on the YLCA site had cost £15. It was hoped to hold interviews on 23 October.

**Resolved:** That the report be noted.

**186. FINANCIAL MATTERS: TO APPROVE THE PAYMENT OF ACCOUNTS**

The Responsible Financial Officer presented the following for payment:

	£
Clerk – salary + expenses	482.05
Responsible Financial Officer - salary + expenses	187.97
YPO - stationery	7.91
J Bradley - VI emergency lights	192.00
T & D - grounds maintenance etc	720.00
G Milner – fit painting + bench	90.00
HMRC - tax & NI	436.60
T & D – hanging baskets	5,304.00
YLCA – job advertisement	15.00
Information Commissioner's Office – data protection notification	35.00

**Resolved:** That the accounts be approved for payment.

**187. FINANCIAL MATTERS: TO RECEIVE AND APPROVE QUARTERLY ACCOUNTS**

The Responsible Financial Officer presented the balance sheet for the period 15 June to 15 September 2012.

**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.

**188. FINANCIAL MATTERS: TO CONSIDER EXTERNAL AUDITOR'S REPORT**

The external auditor had approved the 2011/12 accounts without comment.

**Resolved:** That the report be noted and the Responsible Financial Officer be congratulated on her efficient accounting.

**189. FINANCIAL MATTERS: TO RECEIVE SIX-MONTHLY BUDGET REPORT**

The Responsible Financial Officer tabled a six monthly budget report and noted that no virements were proposed.

**Resolved:** That the report be approved.

**190. FINANCIAL MATTERS: TO CONSIDER CRIGGLESTONE SPORTS CLUB LOAN**

The Responsible Financial Officer had researched the correspondence files and concluded that the award was made as an indefinite loan.

**Resolved:** That no further action be taken

**191. FINANCIAL MATTERS: TO CONSIDER GRANT APPLICATION FROM FRIENDS OF BETTY EASTWOOD PARK**

Members considered an application from the Friends of Betty Eastwood Park in respect of insurance costs.

**Resolved:** That an award of £253.87 to the Friends of Betty Eastwood Park towards insurance costs be approved.

**192. CORRESPONDENCE**

- |     |                                      |  |
|-----|--------------------------------------|--|
| 1.  | WY Police                            | Email - Survey   |
| 2.  | Bradford Council<br>5/09             | Email – Email - Leeds City Region Conference: Localism beyond the City in a City Region Context – How can the urban/rural fringe progress in challenging times Leeds 4 October |
| 3.  | CPRE                                 | Email – Update. Plastic bags, Green Belts  |
| 4.  | LCR                                  | Email – LCR Online   |
| 5.  | LCR                                  | Magazine   |
| 6.  | SLCC                                 | The Clerk magazine   |
| 7.  | Clerks and Councils Direct           | Magazine   |
| 8.  | Mary Creagh MP                       | Email - Updates  |
| 9.  | Insp Clare                           | Email – Cannabis haul in Walton: Be vigilant, ring in with any suspicions in your area   |
| 10. | CPRE                                 | Fieldwork magazine   |
| 11. | Friends of Newmillerdam Country Park | Email – Lawns Dyke Theme Trail Update  |
| 12. | LCR                                  | Email – LCR Online   |
| 13. | Electroville                         | Email - Managing the Organisation - Measuring Social Impact Course York 9 Oct Free   |
| 14. | Wakefield Council                    | Email - Wakefield Local Development Framework : Site Specific Policies Local Plan notice of adoption   |
| 15. | Bradford MBC                         | Conference Localism beyond the City in a City Region context 4 Oct Leeds - as above  |
| 16. | YLCA                                 | Email – Training courses October: Lawful agendas, meeting procedures, Council as employer. ‘What Cllrs need to know’ coming soon   |
| 17. | Fit4Funding                          | Email - Office Furniture Sale Weds 26th Sept at fit4funding  |
| 18. | WMDC Mayor                           | Mayor at Home 10 Oct Wfd Town Hall: Cookery demonstration 13 Oct Normanton Craft Fair 20 Oct Normanton   |
| 19. | Rural Action Yorkshire               | Celebrating Rural Life AGM 20 Oct Whixley Village Hall   |
| 20. | LCR                                  | Email – LCR Online   |
| 21. | WMDC Mayor                           | Invitation to Mayor’s Charity Catwalk Fashion Show 24 Oct  |
| 22. | SLCC                                 | Email – News bulletin  |
| 23. | Unlock Democracy                     | Email – Sustainable Communities Act  |
| 24. | CPRE                                 | Email – Autumn Newsletter  |
| 25. | Cllr Drysdale                        | Email – forwarded Neighbourhood Watch update   |

**Resolved:** That the correspondence be noted.

**Councillor Mrs Margrave left (8.24pm) and rejoined (8.27pm) the meeting during the above item.**

**193. TO DISCUSS PLANNING APPLICATIONS/DECISIONS**

Members noted the schedule of applications and decisions which had been circulated.

**Resolved:** That a further objection be sent to the Planning Inspectorate in respect of the enforcement appeal for change of use at 354-360 Denby Dale Road.

***Councillor Mrs Craven declared a non pecuniary interest in the application in respect of St John's Church Calder Grove (8.30 pm)***

**194. TO NOTE THE ADOPTION OF THE LDF SITE SPECIFIC POLICIES**

The adoption of the policies was noted.

**195. TO DISCUSS NOTE DECISION RE DURKAR LANE SITE PLANNING APPLICATION**

It was noted with disappointment that the planning application had been approved.

**196. TO RECEIVE RESPONSE FROM THE PLANNING INSPECTORATE**

A further response from the Planning Inspectorate regarding the LDF hearing sessions had been circulated.

**Resolved:** (1) That the response be noted.

(2) That Mary Creagh be asked if she will refer the matter to the Ombudsman.

**197. TO DISCUSS BARNSELEY LDF CONSULTATION**

Councillor Crompton felt the Council should raise concerns about any proposals in the Barnsley LDF which might have an adverse effect on traffic on roads such as Wood Lane and Durkar Lane.

**Resolved:** That information be sought and objections made to any proposals as above.

**198. TO DISCUSS CHAPELTHORPE MEDICAL CENTRE ISSUES**

Councillor Crompton noted that the path at the Centre had not been repaired and that the 0844 number was still a problem. Councillor Mrs Margrave noted that the Doctor First initiative was being reviewed and she was asked to keep Members updated on this and other matters regarding the Centre.

**Resolved:** (1) That the Clerk follow up the path issues.

(2) That a dialogue be continued with the Medical Centre.

**199. TO DISCUSS FLOODING MATTERS AT HOLLINGTHORPE LANE**

The Clerk noted that Councillor Mrs Drysdale had referred the matter to Wakefield Council officers and Councillor Wainwright said he had also sought a meeting with the Council.

**Resolved:** That the report be noted.

**200. TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS**

In the absence of the Councillors, the Clerk reported that in addition to the remarks above. Councillor Mrs Drysdale was discussing flooding matters on Haveroid Lane and Wood Lane. Councillor Kirkpatrick had sent a report praising the rededication weekend and the opening of the Dane Royd School hall. He noted with disappointment the planning decision on Durkar Lane and drew attention to proposed wind turbines at Woolley with construction traffic implications for Crigglestone. Police had raided a drug farm in Walton and all citizens were advised to report any suspicious activities.

**Resolved:** That Councillors Mrs Drysdale and Kirkpatrick be thanked for their reports.

**201. PRESS REPORTS – ITEMS FOR PUBLICATION**

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

**202. TO CONSIDER INPUT FOR PARISH LINK MAGAZINE**

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

**203. TO CONSIDER THE AUTUMN NEWSLETTER**

The Responsible Financial Officer gave details of the proposed autumn newsletter which would include the Community Hero form.

**Resolved:** That the newsletter be approved for printing and distribution.

**204. TO APPROVE ITEMS FOR THE PARISH COUNCIL WEB SITE**

**Resolved:** That the 4 September 2012 Parish Council minutes be placed on the website.

**205. TO CONSIDER ARRANGEMENTS FOR REMEMBRANCE DAY 13 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 11 November 2012.

**206. DATE, TIME AND PLACE OF THE NEXT MEETING**

**Resolved:** (1) That the next meeting of the Parish Council be held in the Village Institute, High Street, Crigglestone at 7.00pm on 6 November 2012.

(2) That, having regard to the date, Councillor Skinner be permitted to bring her dog to the meeting.

**IN PRIVATE**

None

SIGNED \_\_\_\_\_  
CHAIRMAN

DATE \_\_\_\_\_

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**CRIGGLESTONE PARISH COUNCIL  
PUBLIC PARTICIPATION SESSION**

**Tuesday 2 October 2012**

No members of the public attended.