

# CRIGGLESTONE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 29 OCTOBER 2013

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

**District Councillor:** Mrs J Drysdale.

**Apologies:** Councillors Mrs J Craven and District Councillors Kirkpatrick and Sanders.

**198. APOLOGIES FOR ABSENCE**

Apologies were accepted.

**199. DECLARATIONS OF INTEREST**

Councillor Garthwaite declared an interest in Item 20 Planning.

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

None received.

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

The Chairman thanked Councillors Mrs Craven and Mrs Binns for representing the Council at the funeral of the Mayor, Councillor Brian Holmes.

**Resolved:** That a donation of £100 be made to the Mayor's charities.

**202. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 1 OCTOBER 2013**

**Resolved:** That the minutes of the meeting held on 1 October 2013 be approved as a correct record.

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

The Clerk explained why the hedgerow bounding the restaurant site at Calder Park had been cut back (Min 188) and noted how the Community Hero initiative was being promoted (Min 193).

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

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

**205. POLICE REPORT**

The Police attended and circulated a report which showed that 22 hours had been worked by police officers on the Safe Scheme in October. A total of 29 incidents had been recorded in the month.

Patrols had been conducted by car and on foot mainly in the early hours in Crigglestone, Calder Grove, Newmillerdam and Durkar. There had been no incidents of note.

The report showed two house burglaries at Crigglestone, one where car keys are taken from an insecure occupied house and the vehicle taken. There were six 'other' burglaries at a sports centre, public house, two domestic garages and two sheds. A mini digger was taken from a building site on St James Way and there were four thefts from vehicles. Items of food were taken from a shop on Denby Dale Road East and damage offences occurred in Crigglestone (dwelling window) and Cliff Road (windscreen punched through).

Some 14 anti-social behaviour related calls were reported. These included a report of a possible bogus gardener, noisy youths at Common Road, nuisance vehicle on a Newmillerdam path and various suspicious incidents which were looked into by the police.

Members were concerned that it had not been possible to follow up requests for speeding checks. It was hoped this would be remedied in November.

Priorities for November would be car cruising, parking on the footway at Almshouse Lane, tipper wagons parked with engines running on Denby Dale Road East, lack of wheel washing at Pipers Green site and speeding at High Street, Denby Dale Road and Wood Lane. It was also noted that drivers were cutting across the roundabout at Hollingthorpe Lane/Stoney Lane.

**Resolved:** (1) That the Parish Council thank the police for the report and the good policing of the area.

(2) That the Clerk query the non-observance of the roundabout at Hollingthorpe Lane.

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

The minutes of the meeting held on 15 October had been circulated. There were two health and safety matters which required attention: the re-bedding of coping stones at Howard Crescent and a risk assessment of the BMX track.

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

(2) That a price of £25 from T&D for re-bedding coping stones be approved.

(3) That the risk assessment quotes be considered in private.

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

The minutes of the Health & Safety and Finance Committee had been circulated and it was noted that the committee terms of reference and the risk assessment had been reviewed. It was recommended that reserves of £42,500 were set aside in 2014/15. The remainder of the minutes would be addressed under financial items.

**Resolved:** That reserves of £42,500 be set aside in 2014/15.

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

There was nothing to report.

**209. TO DISCUSS HALL GREEN COMMUNITY CENTRE MATTERS**

Councillor Mrs Binns reported that the insulation work had been completed although it had not been possible to insulate the hall ceiling due to the nature of its construction. She also reported on arrangements for the switch-on of the Hall Green Christmas tree lights on 6 December.

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

**210. VILLAGE INSTITUTE CHARITY COMMITTEE: TO NOTE MINUTES OF THE MEETING HELD ON 1 OCTOBER**

The draft minutes of the meeting had been circulated and it was confirmed that quotes would be obtained for the extension of the car park.

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

**211. VILLAGE INSTITUTE CHARITY COMMITTEE: TO SIGN CHEQUES**

The Responsible Financial Officer presented the following for payment:

	£
A Gordon - Salary	358.75
J Mitchell – Replacement linings for office curtains	14.99
R Sunderland – PAT tests	30.00

**212. TO RECEIVE THE CLERK'S REPORT**

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

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

(2) That the benches ordered from Wakefield Council be postponed until spring 2014.

(3) That the Clerk pursue other issues as discussed.

**213. TO CONSIDER REVIEW OF STANDING ORDERS**

The Clerk reported that NALC had recently revised their 2010 Model Standing Orders and YLCA recommended that all councils should review their adopted orders.

**Resolved:** That Councillors Daniels, Mrs Binns and Mrs Craven conduct a review of standing orders as suggested by YLCA and make recommendations to the Council.

**214. TO RECEIVE FEEDBACK FROM MEETINGS**

The Clerk had attended the Town and Parish Councils Liaison Group when items for discussion included the horse protocol, traveller sites and the HS2 rail proposal.

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

**215. TO RECEIVE UPDATE REGARDING M1 NOISE MATTERS**

The Clerk noted that a response had been sent to DEFRA regarding their draft noise action plans consultation. The group would also follow up correspondence with the Highways Agency.

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

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

The Responsible Financial Officer presented the following for payment:

	£
Clerk – salary + expenses	436.14
Responsible Financial Officer – salary + expenses	222.79
DC Print – newsletter	400.00
K Butler – newsletter delivery	350.00
Information Commissioners Office – Data protection registration	35.00
G D Walker – GasCare annual fee	165.00
D Megson – external painting	495.00

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

**217. FINANCIAL MATTERS: TO RECEIVE REPORT FROM THE HEALTH & SAFETY AND FINANCE COMMITTEE REGARDING ESTIMATES 2014/15**

Further reference was made to the minutes of the committee meeting held on 15 October. Members were informed that a first draft proposal for the 2014/15 budget had been considered and amendments suggested. Bearing in mind Wakefield Council's Parish Precepts timetable it was suggested that a recommendation on the precept be made in January and presented to the Parish Council at the meeting on 7 January 2014. Queries were raised about the Police Safe Scheme and it was agreed to address the issue in December.

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

**218. FINANCIAL MATTERS: TO DISCUSS PROVISION OF CHRISTMAS TREES 2013**

District Councillor Mrs Drysdale informed Members that £3,000 would be made available from Wakefield Council to fund three Christmas trees in Crigglestone parish. This left £1,800 to be found by the Parish Council rather than the £2,800 approved in September.

**Resolved:** That the report be noted and Councillor Mrs Drysdale be thanked for her assistance in this matter.

## 219. CORRESPONDENCE

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|-----|----------------------------|--|
| 1.  | Fit4Funding                | Email - Bid Writing for Success - Pontefract 7 <sup>th</sup> November  |
| 2.  | Mary Creagh                | Email - Newsletter   |
| 3.  | YLCA                       | Email - Training programme Nov 13– Jan 14.   |
| 4.  | SLCC                       | Email – News   |
| 5.  | WMDC                       | Email - Salt provision to parish councils  |
| 6.  | WMDC                       | Email – Review of polling stations, provisional recommendations - only one change: St James' School. The polling station will be located in a classroom at the front of the school, on a trial basis for the 2014 elections. |
| 7.  | Mary Creagh                | Email - newsletter   |
| 8.  | Fit4Funding                | Email - Applying for small grants course 13 Nov Wakefield  |
| 9.  | YLCA                       | Email - For Information – Parish Precept Statistics 2013/2014  |
| 10. | YLCA                       | Email – NALC 2012/13 Annual report   |
| 11. | YLCA                       | Email - Standing For Election In The UK - Consultation Paper. Respond YLCA by 24 Nov   |
| 12. | Post Office                | Branch temporary closure – Crigglestone High Street  |
| 13. | RAY                        | Country Air magazine   |
| 14. | YLCA                       | Email - Direct election to the NALC Larger Councils' Committee Nov 2013 – Nov 2015 Nomination form available.  |
| 15. | YLCA                       | Email - YLCA Information Note  |
| 16. | YLCA                       | Email – New book 'Local Councils Explained' - Overview of what local councils are required to do and what they are permitted to do £49.60 inc p&p  |
| 17. | Mary Creagh                | Email - newsletter   |
| 18. | YLCA                       | Email - Parish Precepts – Grant From Central Government. NALC is advising parishes to delay settling their budgets and precept levy until January 2014 so that an informed decision can be taken.                            |
| 19. | YLCA                       | Email - Update on an order to legitimise electronic payments   |
| 20. | SLCC                       | Email – News bulletin  |
| 21. | YLCA                       | Email – Papers for YLCA Wakefield Branch meeting South Kirkby 7.30pm- 14 Nov   |
| 22. | YLCA                       | Email – Information note   |
| 23. | Mary Creagh                | Email - Newsletter   |
| 24. | Clerks and Councils Direct | Magazine   |
| 25. | Highways Agency            | M1 Junctions 39 to 42 Smart Motorway – Public Information Construction Exhibition Friday 8 Nov and Saturday 9 Nov  |

**Resolved:** (1) That enquiries be made about the future of the local sorting office <sup>(12)</sup>.  
(2) That Cllr Mrs Craven attend the YLCA Wakefield Branch meeting on 14 November <sup>(21)</sup>.  
(3) That the remaining correspondence be noted.

## 220. TO DISCUSS PLANNING APPLICATIONS/DECISIONS

Members noted the schedule of applications and decisions which had been circulated together with an update from the Clerk. Consideration was given to the comments raised by the applicant in the public session in respect of application no 13/02318 (car sales, Denby Dale Road).

**Resolved:** That the Clerk submit an objection to application no 13/02835 (six dwellings at Cliff Road) on the grounds discussed and continue to request Committee consideration of application no 13/02318 (car sales Denby Dale Road).

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

Councillor Mrs Drysdale had nothing further to add. The Clerk presented a report from Councillor Kirkpatrick which included an update on budget cuts at Wakefield Council, a possible wind turbine at the All Blacks ground, work at Wakefield stations and local GCSE results.

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

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

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

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

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

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

**Resolved:** That the 1 October 2013 Parish Council minutes be placed on the website.

**225. TO CONFIRM 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 and later at Crigglestone Cemetery.

**226. 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 December 2013.

**IN PRIVATE**

**227. TO CONSIDER QUOTATIONS FOR INSPECTION OF THE BMX TRACK**

The Clerk reported that she had received a price of £218 for an inspection in November but was awaiting other quotations.

**Resolved:** That up to £218 be approved for an inspection of the BMX track.

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

DATE \_\_\_\_\_

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**CRIGGLESTONE PARISH COUNCIL**  
**PUBLIC PARTICIPATION SESSION**  
Tuesday 29 October 2013

Mr J Banks attended. He indicated disquiet that the Council had objected to his planning application for car sales on his site at Denby Dale Road.