

CRIGGLESTONE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 3 DECEMBER 2013

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: Mrs J Drysdale and L Kirkpatrick.

Apologies: None.

228. MICHAEL TIVENAN

The Chairman paid tribute to Michael Tivenan who had died on 24 November. Mike was appointed to the Parks and Open Spaces Committee in February 2011. He was also a Trustee of the Charlesworth Charity. Councillor Mrs Platten added that Mike was an enthusiastic Friend of Betty Eastwood Park where he had helped to secure funding for the new path network.

229. APOLOGIES FOR ABSENCE

None.

230. DECLARATIONS OF INTEREST

None.

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

None received.

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

The Chairman congratulated Councillor Wainwright on the excellent exhibition of local photographs and memorabilia which he had arranged at St John's Church Hall on 30 November. Councillor Wainwright was pleased that a significant sum had been raised for the new hall and he thanked all those who had attended. The Chairman also noted good attendances at the Remembrance services at Newmillerdam, St James and the Crigglestone cemetery.

233. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 29 OCTOBER 2013

Resolved: That the minutes of the meeting held on 29 October 2013 be approved as a correct record.

234. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

The Clerk noted that a quote of £80 had been obtained for a risk assessment of the BMX track (Min 227 2013/14).

235. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

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

236. POLICE REPORT

PS Day attended and circulated a report which showed that 53 hours had been worked on the Safe Scheme in November, 39 by police officers and 14 by PCSOs. A total of 32 incidents had been recorded in the month. Patrols had been conducted by car and on foot many in the early hours, in Crigglestone, Hall Green, Calder Grove, Newmillerdam and Durkar. One night-time patrol revealed eight vehicles unlocked. This reflected a pattern of 36% of vehicles left unsecured across the division and residents are urged to secure their vehicles. Ten hours over four days were spent on speed checks in Crigglestone and Newmillerdam resulting in 19 Traffic Offence Reports.

The report showed one house burglary at Durkar, where an offender was disturbed having broken in and one 'other' burglary where tools were removed from college premises. There were three thefts from vehicles at Hall Green, Crigglestone and Durkar and one 'taken without consent' offence at Hall Green. Six damage offences occurred including damage to motor vehicles, fence, gas box, tyre and fuel filler cap. Five further thefts were recorded of a wallet, garden bench, electric box, CCTV camera and a mobile phone.

Some 14 anti-social behaviour related calls were reported. These included fireworks thrown in a street, knocking on doors and running away, egging a house, children tipping bins over and various reports of suspicious incidents.

Priorities for December would be parking on the footway at Almshouse Lane and other locations, trucks parked with engines running on Denby Dale Road East, cars parked with headlights on facing the direction of traffic, anti-social behaviour on Durkar Low Lane and speeding at Stoney Lane, Painthorpe Lane, Fishponds Lane and Denby Dale Road, Calder Grove.

Resolved: That the Parish Council thank the police for the report.

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

The Committee had met earlier that evening and it had been agreed to continue to carry out risk assessments of trees in the Park and other areas on a biennial basis. A policy regarding overhanging trees, based on a Wakefield Council model, had been adopted. Rynat of Doncaster had carried out a risk assessment of the BMX track and tender documents had been agreed for work in the next financial year.

Resolved: (1) That the report be noted.

(2) That the residents of Fishponds Drive be informed of the policy regarding overhanging trees.

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

There was nothing to report.

239. TO RECEIVE REPORT ON RIGHTS OF WAY MATTERS

Councillor Wainwright reported that he had attended a Wakefield Local Access Forum meeting when the possible replacement of legislation on gating orders had been discussed. He was also pleased to note the completion of a footpath from Wood Lane towards Notton.

240. TO DISCUSS HALL GREEN COMMUNITY CENTRE MATTERS

Councillor Mrs Binns reported that the Association was awaiting the outcome of grant applications for the boiler and lights. She invited Members to the switch-on of the Hall Green Christmas tree lights on 6 December.

Resolved: That the report be noted.

241. VILLAGE INSTITUTE CHARITY COMMITTEE: TO SIGN CHEQUES

The Responsible Financial Officer presented the following for payment:

	£
A Gordon - Salary	360.50
HMRC	235.60

242. TO NOTE THE CLOSURE OF THE VILLAGE INSTITUTE FROM 23 DECEMBER TO 5 JANUARY

The closure dates were noted.

243. TO RECEIVE THE CLERK'S REPORT

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

Resolved: (1) That the report be noted. (2) That the office typewriter be disposed of.

- (3) That District Councillor Mrs Drysdale investigate sand troughs for small remembrance crosses at the memorials at Newmillerdam and Crigglestone cemetery.
- (4) That further queries be raised regarding the post sorting office and the future of the post box.
- (5) That the Clerk pursue other issues as discussed.

244. TO RECEIVE UPDATE FROM COMMUNITY HERO WORKING PARTY

Councillor Daniels reported that the Working Party had met and was pleased to note that three nominations had been received. The Working Party recommended that the Community Hero Award 2013 be made to Kevan Norbury. Christine Platten and Tony Betts were the runners-up.

Resolved: (1) That Kevan Norbury be offered the Community Hero Award 2013.

(2) That an award certificate be prepared and framed as in previous years.

(3) That the runners-up be presented with unframed certificates.

(4) That a presentation take place at the Parish Council meeting on 7 January 2014 when members of the Working Party would be invited.

(5) That a press release be issued in January 2014.

245. TO CONSIDER REVIEW OF STANDING ORDERS

Councillors Daniels, Mrs Binns and Mrs Craven had met and reviewed the revised standing orders as proposed by NALC. The revised standing orders were generally accepted but a few queries had been raised with YLCA. A response was awaited.

Resolved: That the report be noted.

246. TO RECEIVE FEEDBACK FROM MEETINGS

Members had attended the Highways Agency event concerning hard shoulder running on the M1. Councillor Daniels had attended the HS2 exhibition and noted that Wakefield Council was minded to oppose the proposal. Councillor Mrs Craven gave details of the YLCA branch meeting she had attended.

Resolved: That the reports be noted.

247. TO RECEIVE REPORT BACK FROM YORK CONFERENCE

Councillors Mrs Craven and Mrs Binns had attended and reported on insurance, neighbourhood planning and bullying issues. It was confirmed that emailing rather than posting agenda was acceptable.

Resolved: That the report be noted.

248. TO RECEIVE UPDATE REGARDING M1 NOISE MATTERS

It was proposed to follow up correspondence with the Highways Agency.

249. FINANCIAL MATTERS: TO APPROVE THE PAYMENT OF ACCOUNTS

The Responsible Financial Officer presented the following for payment:

	£
Clerk – salary + expenses	464.14
Responsible Financial Officer – salary + expenses	183.60
HMRC - PAYE	427.59
Rock insulation - works at Hall Green CC	698.25
Cultrix – annual hosting charge	70.80
Cllr Mrs Craven – conference expenses	49.50
SLCC – Clerk's subscription	101.00
Office of the Police and Crime Commissioner – SAFE scheme	1,750.00

Resolved: That the accounts be approved for payment.

250. FINANCIAL MATTERS: TO DISCUSS SAFE SCHEME FUNDING 2014/15

Members were concerned at the level of service provided in the current year, in particular with regard to speeding surveys requested and a lack of communication with the Parish Council.

Resolved: That a meeting with Chief Superintendent Battle be sought.

251. CORRESPONDENCE

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| 1. | Rural Action Yorkshire | Email – RAY News |
| 2. | Superfast West Yorkshire via YLCA | Email – Superfast broadband |
| 3. | YLCA | Email – YLCA Training Programme 2014 – What Type of Training Do Councillors and Clerks Need? |
| 4. | YLCA | Email – Training events November |
| 5. | Mary Creagh MP | Email – Update |
| 6. | WMDC | Email – Response re Hollingthorpe Lane roundabout |
| 7. | WMDC | Email - Agenda for Council meeting 13 November |
| 8. | War Memorial Trust | Information about the Trust |
| 9. | Wakefield Rural NPT | Email – November newsletter |
| 10. | SLCC | Email – Practitioners’ conference 28th February & 1st March 2014 East Midlands Airport |
| 11. | YLCA | Email - Two places for a Co-opted Clerk to the NALC Larger Councils’ Committee |
| 12. | SLCC | The Clerk journal |
| 13. | CPRE | Journal |
| 14. | NOVA | Email - Newsletter |
| 15. | YLCA | Email – DCLG Proposal to establish a combined authority for West Yorkshire. Closing date for comments 2 Jan 2014 |
| 16. | Mary Creagh MP | Email – Update |
| 17. | YLCA | Email – Results of survey of homeworking allowances for clerks in Yorkshire |
| 18. | Resident Hollin Lane | Letter re resident’s inability to leave her house due to mobility problems (referred to D Cllrs) |
| 19. | YLCA | Email – Information bulletin: Sustainable Communities Act 2007: Invitation to Parish Councils, Common Agricultural Policy reform – Consultation, Proposal to establish a combined authority for West Yorkshire consultation and a new guide to Local Economic Partnerships, Funding News - Applying for grants to create new parish councils under the New Councils’ Programme. Latest NALC Briefing |
| 20. | Mary Creagh MP | Email – Update |
| 21. | Mayor’s office | Thanks for contribution to Mayor’s charities |
| 22. | SLCC | Email – News bulletin. Parliament to consider abolishing 2 signatures rule/allowing electronic payments; Enrol for ICLA; Co-op bank info; Filming Council meetings; basic hours for P/T clerks |
| 23. | YLCA | Email - What Councillors Need To Know 4 Dec Wakefield, Finding Out More About Employment 12 Dec Harrogate |
| 24. | NALC | Email – NALC to meet CLG minister to address problem with Council Tax Benefit Support Grant |
| 25. | Mary Creagh | Email - Update |
| 26. | YLCA | Email - Section 137 Expenditure Limit 2014/2015 will be £7.20 |
| 27. | WMDC | Report of asbestos survey at Cliff Road Allotments 2006 |

28. Mary Creagh MP Email – Update
29. YLCA Email – White Rose Update

Resolved: (1) That trustee training be suggested to YLCA ⁽³⁾.
(2) That District Councillor Mrs Drysdale follow up issues with a resident ⁽¹⁸⁾.
(3) That the remaining correspondence be noted.

252. TO DISCUSS PLANNING APPLICATIONS/DECISIONS AND HIGHWAYS MATTERS

Members noted the schedule of applications and decisions which had been circulated together with an update from the Clerk. It was noted that there was no planning application for a travellers' site. The Clerk had circulated a response regarding the Hollingthorpe Lane/Stoney Lane mini roundabout and Members wondered if the earlier configuration would improve the situation.

Resolved: (1) That the Clerk ask the Leader of Wakefield Council to clarify the travellers' site issue.
(2) That a further query be raised with Wakefield Council regarding the mini roundabout.

253. TO CONSIDER ADDITION OF NAME OF ALFRED HEWITT TO THE MEMORIALS AT ST JAMES' CHURCH AND CRIGGLESTONE CEMETERY

Councillor Wainwright explained that a further World War I casualty, Alfred Hewitt, had recently been identified by a member of his family. He was not recorded on the Crigglestone memorials.

Resolved: That the name of Albert Hewitt be added to the memorials at St James' Church and Crigglestone Cemetery and costings be obtained by Councillor Wainwright.

254. TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS

Councillor Mrs Drysdale reported on the excellent work of the Newmillerdam Community and Conservation Association as evidenced at their AGM. Councillor Kirkpatrick noted the live streaming of Wakefield Council meetings and free Christmas parking facilities.

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

255. PRESS REPORTS – ITEMS FOR PUBLICATION

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

256. TO CONSIDER INPUT FOR PARISH LINK MAGAZINE

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

257. TO APPROVE ITEMS FOR THE PARISH COUNCIL WEB SITE

Resolved: That the 29 October 2013 Parish Council minutes be placed on the website.

258. 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 7 January 2014. The Responsible Financial Officer's apologies for the meeting on 4 February were accepted.

IN PRIVATE

259. TO CONSIDER STAFF CHRISTMAS BONUS PAYMENTS

Members discussed staff Christmas bonus payments.

The Clerk and Responsible Financial Officer left the meeting during discussion of this matter.

Resolved: (1) That bonus payments of £100 be approved for the Clerk and Responsible Financial Officer and £50 for the Caretaker.

(2) That, in relation to the above, the following payments be approved:

	£
Clerk	80.00
Responsible Financial Officer	80.00
A Gordon	40.00
HMRC - PAYE	50.00

IN PUBLIC

260. CHRISTMAS GREETINGS

The Chairman conveyed his best wishes for Christmas and the New Year to all present.

261. TO ARRANGE A MEETING OF THE PERSONNEL COMMITTEE

Resolved: That a meeting of the Personnel Committee be held on 3 January 2014.

SIGNED _____
CHAIRMAN

DATE _____

**CRIGGLESTONE PARISH COUNCIL
PUBLIC PARTICIPATION SESSION**

Tuesday 3 December 2013

Some nine residents attended seeking clarification of reports of a proposal to develop a travellers' site in Durkar. They thought the site was unsuitable on a number of grounds and asked the Parish Council to oppose the proposal. It was explained that the Council could take no action until a planning application was submitted but at that stage there would be full consultation.

District Councillor Mrs Drysdale declared an interest in this matter and took no part in the discussion.