

# CRIGGLESTONE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 3 SEPTEMBER 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:** District Councillors Mrs J Drysdale and I Sanders.

**Apologies:** District Councillor L Kirkpatrick.

**Absent :** Councillor P Crompton

### **120. APOLOGIES FOR ABSENCE**

Apologies were accepted.

### **121. DECLARATIONS OF INTEREST**

None.

### **122. TO RATIFY ACTIONS DURING JULY AND AUGUST**

The Clerk reported that she had ordered plaques from Multivisuals and the Good Councillor's Guide from YLCA. She had also had the office curtains cleaned.

**Resolved:** That the Clerk's actions be ratified.

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

None received.

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

The Chairman paid tribute to the organisers of the Love Where You Live event in Betty Eastwood Park and the Painthorpe Gala. He noted that Councillor Mrs Drysdale had asked for her report to be considered early as she had to attend another meeting

**Resolved:** That Councillor Mrs Drysdale's report be considered after the minutes.

### **125. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 2 JULY 2013**

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

### **126. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY**

None.

### **127. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC**

**Resolved:** That members of the press and public be excluded from the meeting following item 27.

### **128. REPORT FROM COUNCILLOR MRS DRYSDALE**

Councillor Mrs Drysdale explained that Wakefield Council had made cuts in their budget for Christmas lights and trees which meant that only £1,000 would be available to fund a tree in each ward. It now seemed that £2,000 might be available in Wakefield Rural ward and she was actively seeking sponsorship from local businesses. Members would consider the matter under item 17v. Councillor Mrs Drysdale also noted that investigations were continuing into the flooding situation at Hollingthorpe Lane.

**Resolved:** That District Councillor Mrs Drysdale be thanked for her report.

***District Cllr Mrs Drysdale left the meeting (7.22pm)***

**129. POLICE REPORT**

PCSO McGuire attended and circulated a report which showed that 19 hours had been worked on the Safe Scheme in July and 26 hours in August. Police officers had worked 19 hours in both July and August and PCSOs had worked 7 hours in August. A total of 57 incidents had been recorded in July and 39 in August.

Patrols had paid attention to schools and sports grounds and had conducted insecure vehicle checks on Fishponds Drive with advice to residents.

The report showed three house burglaries at Crigglestone and Hall Green and four other burglaries from an outhouse and sheds. Four thefts from motor vehicles were reported in Crigglestone and Durkar and two thefts of motor vehicles in Durkar and Dennington. At an industrial site on Barnsley Road a truck was hotwired and driven around the site but the perpetrators left without gain. There were damage offences affecting a dwelling at Painthorpe and a motor vehicle at Hollin Lane. There was one theft of a pedal cycle from a garden in Crigglestone. One drug offence was recorded believed to be cocaine.

A total of 16 instances of anti-social behaviour was reported. These included a number of nuisance motorbikes, nuisance youths, a loud party, off road bikes, nuisance parking and a number of suspicious incidents where no offences were found.

Members heard further about portable 'smiley screens' which could be used to identify vehicles' speeds, giving a smile for those within the speed limit. Calder Grove was thought to be a suitable location but volunteers would be needed to sit with the screens.

Priorities for September would be speeding at High Street, Durkar Low Lane, Wood Lane, Almshouse Lane and Stoney Lane; anti-social behaviour at Painthorpe and Crigglestone; and dog fouling at Howard Crescent.

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

***PCSO McGuire left the meeting (7.57pm)***

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

Draft minutes of the meeting held on 2 September were tabled. The minutes referred to the event in the Park on 31 July, progress with footpath works in the Park and a number of minor works proposed in the Park and on other Council sites.

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

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

It was noted that the next meeting of the Committee would be held at 6.00pm on 15 October 2013.

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

There was nothing to report.

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

Quotes to insulate the building would be considered in private. Councillor Mrs Binns reported on a number of forthcoming activities at the Centre.

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

**134. VILLAGE INSTITUTE CHARITY COMMITTEE: TO NOTE MINUTES OF THE COMMITTEE MEETING HELD 2 JULY 2013**

The draft minutes of the Committee had been circulated and the Responsible Financial Officer noted that the redecoration agreed in July had been carried out over the August Bank Holiday week. A quote had been obtained for a number of minor works to the Institute and grounds and the Clerk and Responsible Financial Officer had undertaken a review with the caretaker as requested.

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

(2) That quotes from G Milner in respect of gutter clearing and repairs, slipped roof slate and car park pothole be approved in the sum of £310.

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

The Responsible Financial Officer presented the following for payment:

	£
A Gordon – salary	350.97
HMRC	221.80
Performing Rights for Music	138.19
D Megson – redecoration VI excluding main hall	395.00
M Nolan – window cleaning	200.00
YPO – consumables/cleaning materials	44.39
Clerk – reimbursement of curtain cleaning costs	19.73
R Sunderland – electrical works	245.00

**136. VILLAGE INSTITUTE CHARITY COMMITTEE: TO CONSIDER QUOTES FOR EXTERIOR PAINTING**

**Resolved:** That the quote from D Megson for exterior painting be approved in the sum of £495.

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

The Clerk had circulated a report detailing matters addressed during July and August.

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

(2) That the Clerk pursue issues as discussed.

**138. TO RECEIVE FEEDBACK FROM MEETINGS**

Cllr Peebles had attended the Parish and Town Councils Liaison Group meeting when a presentation was given on the HS2 rail proposal.

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

**139. FINANCIAL MATTERS: TO NOTE AND APPROVE THE NATIONAL SALARY AWARD FOR THE CLERK AND RFO**

The Responsible Financial Officer informed Members that the NJC had recently approved a pay increase for local council staff.

**Resolved:** That the pay award be agreed for the Clerk and RFOs, back dated to 1 April 2013.

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

The Responsible Financial Officer presented the following for payment:

	£
Clerk – salary + expenses + pay arrears	580.24
Responsible Financial Officer (JEM)- salary + expenses + pay arrears	237.37
Responsible Financial Officer (SJV) – pay arrears	6.96
HMRC	449.00
Police and Crime Commissioner – SAFE scheme 1 <sup>st</sup> quarter	1,750.00
YPO - stationery	33.48

YLCA – books	39.00
RBL Poppy Appeal	34.00
ADT – alarm system	202.84
Police and Crime Commissioner – SAFE scheme 2 <sup>nd</sup> quarter	1,950.00

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

**141. FINANCIAL MATTERS: TO RESPOND TO THE INTERNAL AUDITOR'S REPORT REGARDING THE SPORTS CLUB LOAN**

The Responsible Financial Officer had circulated a report which addressed the recommendations of the Internal Auditor.

**Resolved:** (1) That, as the Council never intended to request repayment and no schedule of repayment was agreed (unlike the £2,500 loan agreed at the same meeting), then it is more to be seen as a donation to support an initiative in the local community that is not as a matter of course funded by the Council. Therefore, the residual sum of £3,300 be reclassified from the 1981 term of an "indefinite loan" to that of a retrospective grant by the Council to the Crigglestone Sports Club, in accordance with Section 137 of the Local Government Act 1972.

(2) That the Crigglestone Sports Club be notified of the Council's decision.

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

The report had been circulated and the Responsible Financial Officer responded to queries.

**Resolved:** That the budget outturn report be approved by the Parish Council and signed by the Chairman.

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

Members discussed the report circulated by the Clerk together with the update given by Councillor Mrs Drysdale earlier in the meeting.

**Resolved:** That, subject to funds available from Wakefield Council and any other sponsorship, up to £2,800 be allocated for the provision of Christmas trees at Hall Green, Newmillerdam and High Street (opposite the Nelson) in 2013.

*Cllr Daniels left the meeting (9.00pm)*

**144. FINANCIAL MATTERS: TO CONSIDER GRANT APPLICATION FROM CALDER AND DURKAR FUNDRAISERS FOR WAKEFIELD HOSPICE**

Members considered an application from the Calder and Durkar Fundraisers for Wakefield Hospice in respect of costs of a Christmas concert at St James Church, Chapelthorpe.

**Resolved:** That the Council in accordance with its powers under Section 137 of the Local Government Act 1972 as amended, should incur the following expenditure, which in the opinion of the Council is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure of the amount set out below.

Grant towards costs to be incurred for a concert at St James' Church	<b>Award</b>	<b>£100</b>
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**145. 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 the Council in accordance with its powers under Section 137 of the Local Government Act 1972 as amended, should incur the following expenditure, which in the opinion

of the Council is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure of the amount set out below.

Grant towards costs to be incurred for insurance costs

**Award**

**£253.87**

***Cllrs Mrs Platten and Mrs Skinner declared interests in the above item and left the room.***

**146. FINANCIAL MATTERS: TO CONSIDER CULTRIX WEBSITE SUPPORT**

The Clerk noted that free support for the new website expired on 8 October 2013 and after that annual cover for bug fixing and email/telephone support would cost £180 + VAT.

***Resolved:*** That annual cover for bug fixing and email/telephone support by Cultrix be approved at a cost of £180 + VAT.

***Standing orders were suspended to allow the meeting to continue (9.18pm)***

**147. TO REAPPOINT TRUSTEES TO WORRILLS CHARITY**

***Resolved:*** That Jackie Craven, Stuart Bryce, John Peebles and Keith Wainwright be reappointed as trustees to Worrills Charity for a further three years.

***Cllr Mrs Margrave left the meeting during the above item (9.18 to 9.20)***

**148. TO DISCUSS THE CHAIR'S CHAIN OF OFFICE**

This matter would be discussed in private.

**149. TO DISCUSS ATTENDANCE AT THE YORKSHIRE AND THE HUMBER RTP CONFERENCE**

***Resolved:*** That Councillors Mrs Craven and Mrs Binns attend the Joint Regional Training Conference at York on 16 November 2013 at a cost of £160.

**150. CORRESPONDENCE**

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| 1.  | Fields in trust                | Email - Newsletter   |
| 2.  | YLCA                           | Email – Info notes:  |
| 3.  | Mary Creagh                    | Email - News   |
| 4.  | WMDC                           | Email – Agenda for Council meeting   |
| 5.  | Friends of NMD<br>Country Park | Email - Lawns Dike Trail Newmillerdam CP - Newsletter  |
| 6.  | SLCC                           | The Clerk magazine   |
| 7.  | YLCA                           | Email - Invitation to the Zurich annual local council advisory<br>service seminars S Kirkby 25 Sept  |
| 8.  | YLCA                           | Email – Info bulletin<br>Our Digital Community.  |
| 9.  | Mary Creagh                    | Email - Newsletter   |
| 10. | Rural Action<br>Yorkshire      | Email – July RAY news  |
| 11. | Mr McGregor<br>YLCA            | Email – Re parking on Dennington Lane<br>Email – Update: Pay Settlement 2013/2014<br>Government re-affirms its commitment to protecting the<br>Green Belt; Deregulating the showing of films in community<br>building; Government consults on removing red tape for<br>local councils;<br>Latest vacancies – Hatfield Town Council |
| 12. |                                | Email - Newsletter   |
| 13. | Mary Creagh                    |  |
| 14. | NALC                           | Email – New book 'Local Councils EXPLAINED'£49.99  |
| 15. | Fit4Funding                    | Email – New course: Funding for Community Groups on-<br>line course  |
| 16. | CPRE                           | Countryside Voice magazine   |
| 17. | YLCA                           | Email - Update   |

18.	Fields in Trust	Ezine
19.	Mary Creagh	Email – Newsletter
20.	Healthwatch Wakefield	Email - Wakefield Council seeks volunteers to participate in an Evaluation Panel for a new mental health service
21.	Rural Action Yorkshire	Notice of AGM 12 Oct Pannal Memorial Hall: Nominations for trustees invited
22.	NALC	Email – Conference ‘Putting Communities First’ Bristol 19 Sept
23.	VAWD	Email – Nova – Merger of Voluntary Action Wakefield District and Wakefield District Wellbeing Consortium
24.	Mary Creagh	Email - Newsletter
25.	SLCC	Email – News bulletin
26.	WMDC	Email – Review of Polling Districts and Polling Places. Closing date 20 September. “Open Days”: 28 & 29 Aug + 9 & 12 Sept 9am to 4.30pm County Hall
27.	WMDC	Email – Invitation to The Hepworth Wakefield – Opening of ‘The Calder’, new art venue.
28.	WMDC	Email - HS2 consultation at Crofton Community Centre, Middle Lane, Crofton Wednesday 13th November.
29.	YLCA	Email – Training, Harrogate
30.	YLCA	Email – White Rose Update, Joint Regional Training Conference, Training programme
31.	Mary Creagh	Email - Newsletter
32.	Helen Walker	Email - Big Tidy Up - 11th September 2013 around ASDA
33.	RAY	Email – news items
34.	YLCA	Email – Ebulletin:
35.	Nat Union of Mineworkers	Colliery Disaster Record items
36.	Mary Creagh	Email - Newsletter
37.	Re-Connect via Cllr Margrave	Email – Re-Connect to close from 13 September
38.	Mary Creagh	Email - Newsletter
39.	SLCC	Email – National Conference 17-19 Oct Leicestershire
40.	YLCA	Email - News

**Resolved:** (1) That the Responsible Financial Officer attend the YLCA Finance and Budgeting for Smaller Councils course on 10 and 17 October 2013 at Cedar Court, Wakefield at a cost of £90 <sup>(30)</sup>.

(2) That Mr McGregor be informed that the police have new equipment to deter drivers from exceeding the speed limit in locations such as Dennington Lane <sup>(11)</sup>.

(3) That the remaining correspondence be noted.

## 151. TO DISCUSS PLANNING APPLICATIONS/DECISIONS

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

**Resolved:** That the Clerk submit objections to application nos 13/01950 and 88/15119/SUB01 on the grounds discussed.

## 152. TO CONSIDER LDF CONSULTATION: LEISURE RECREATION AND OPEN SPACE LOCAL PLAN

The Clerk noted that Wakefield Council was still prepared to consider input to their Leisure, Recreation and Open Space Local Plan which was at an early stage.

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

**153. TO RECEIVE UPDATE ON M1 NOISE ISSUES**

The Clerk reported that responses had now been received from the Department for Environment and Rural Affairs and the Highways Agency.

**Resolved:** That Councillors Mrs Craven, Roe and Daniels together with Dave Lodge meet and make recommendations to the Council on the responses received.

**154. TO RECEIVE ANY UPDATE RE FLOODING MATTERS AT HOLLINGTHORPE LANE**

District Councillor Mrs Drysdale had referred to this issue earlier in the meeting.

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

Councillor Sanders noted that Planning enforcement were pursuing unauthorised car sales at a property on Denby Dale Road East. The Clerk referred to a report from Cllr Kirkpatrick which included revised arrangements for the Rural Area Forums, the Love Where You Live event, the Hall Green Gala and Christmas tree provision 2013.

**Resolved:** (1) That District Councillors Sanders and Kirkpatrick be thanked for their reports.  
(2) That Cllr Kirkpatrick be informed that the Council was happy with the present arrangements for the Rural Area Forums.

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

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

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

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

**158. TO CONSIDER ITEMS FOR THE AUTUMN NEWSLETTER**

Items for the autumn newsletter were suggested including the form for the Community Hero 2013.

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

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

**160. 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, Criggstone at 7.00pm on Tuesday 1 October 2013.

**IN PRIVATE**

**161. TO CONSIDER QUOTATIONS FOR INSULATION WORK AT HALL GREEN COMMUNITY CENTRE**

**Resolved:** That the quotation for insulation work at Hall Green Community Centre from Rock Insulation Kinsley be approved in the sum of £1,265 + VAT.

**162. TO DISCUSS THE CHAIR'S CHAIN OF OFFICE**

**Resolved:** That the current arrangements for the storage of the chain of office be retained.

**163. TO RECEIVE OUTCOME OF THE APPRAISAL OF THE CLERK**

**Resolved:** That the appraisal be referred to the Personnel Committee.

***The Clerk and RFO left the meeting during the above item (10.25 - 10.30pm)***

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

DATE \_\_\_\_\_

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**CRIGGLESTONE PARISH COUNCIL  
PUBLIC PARTICIPATION SESSION**

**Tuesday 3 September 2013**

No residents attended.