

CRIGGLESTONE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 4 OCTOBER 2011

Present: Councillors: Mrs C Binns, Mrs J Craven, P Crompton, P Daniels, J Garthwaite, J Peebles, Mrs C Platten, Mrs M Skinner, K Wainwright

District Councillor: J Colley

Apologies: Councillors Mrs D Margrave and A Roe, District Councillor Sanders. PS Day would be late.

166. APOLOGIES FOR ABSENCE

Apologies were accepted.

167. DECLARATIONS OF INTEREST

None.

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

The Chairman thanked Councillor Crompton for chairing the September meeting.

169. TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON 6 SEPTEMBER 2011

Resolved: That the minutes of the meeting held on 6 September 2011 be approved as a correct record.

170. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

The Clerk noted there had been no response yet regarding the use of 0844 numbers for surgeries (Minute 156 2011/12). She tabled a response from Wakefield Council indicating that no recompense would be possible to the Working Men's Club (public session September 2011 meeting). The response would be forwarded to the Manager of the Club.

Councillor Mrs Platten joined the meeting (7.05pm)

171. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

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

172. TO RECEIVE PRESENTATION FROM THE COMMUNITY PLAN STEERING GROUP

Mrs Marilyn Wood, Vice Chair of the Steering Group, introduced the Plan which had been tabled for Members' attention. She explained the Plan had been some 18 months in the making and had involved consultation events and focus groups, a questionnaire, and analysis of results leading to an Action Plan. Much of the implementation and monitoring of the Plan would fall to the Parish Council.

Resolved: (1) That the Steering Group and Amanda Kent be thanked for preparation of the Plan.

(2) That the implications of the Plan be considered at the November meeting.

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

The minutes of the meeting held on 5 September had been circulated and the Clerk gave a verbal update mainly related to activities in Betty Eastwood Park. A risk assessment of the BMX track had been quoted at £50 + vat and the Committee had agreed to the hire of a wood chipper and labour from T & D in the sum of up to £175 + vat. It was further noted that the gate at the Haveroid Lane entrance was damaged and T&D had quoted £50 to weld it.

Resolved: (1) That the quote for the risk assessment be approved.

(2) That up to £175 + vat be approved for the chipper costs.

(3) That T&D be asked to repair the gate at a cost of £50 + vat.

(4) That the report be noted.

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

None.

175. RIGHTS OF WAY MATTERS: TO DISCUSS CORRESPONDENCE RE FOOTPATH 24

A letter regarding Footpath 24 had been circulated and two further items of correspondence had been recently received.

Resolved: That Councillors Mrs Binns, Mrs Craven, Peebles and Wainwright meet to consider the correspondence and report back to the November meeting of the Council.

176. TO DISCUSS HALL GREEN COMMUNITY CENTRE

The Responsible Financial Officer reported that Councillor Mrs Binns was applying for a premises licence for the Centre. A second quote for the rear guttering was awaited. Also awaited was a reply from Kay Reid regarding responsibility for the drainage of the front yard. Councillor Mrs Binns reported on the success of a number of activities at the Centre.

Resolved: (1) That a second quote for replacement guttering be sought.

(2) That the report be noted.

PS Day arrived (7.20pm)

177. POLICE REPORT

PS Day circulated a report which showed that 18.25 hours had been worked on the Safe Scheme in September. Police officers had worked 14.25 hours and PCSOs four hours in the month. A total of 38 incidents had been recorded, a marked decrease from August.

Recorded crimes included three house burglaries/attempted burglaries (in Crigglestone, Durkar and Newmillerdam) and four burglaries at Calder Park where computer equipment was taken. There had been three thefts from vehicles in Durkar, although the vehicles were left insecure, and two vehicles damaged in Hall Green and Newmillerdam. The report also noted graffiti, fires and damage to floodlights and rugby posts at the Crigglestone All Blacks rugby ground.

There were 11 reports of anti-social behaviour in Crigglestone, mainly in the Painthorpe area, and single calls in Hall Green, Durkar and Calder Grove. One person was stopped for speeding on Denby Dale Road, and a ticket had been issued for a parking offence at the Kingfisher Restaurant. Patrols had continued in areas such as Betty Eastwood Park and around St John's Church.

Priorities for October would be parking (with lights on) near the One-Stop Shop on Denby Dale Road East, speeding on Denby Dale Road and Durkar Low Lane, and HGVs using Durkar Lane downhill.

Resolved: (1) That the Parish Council thank PS Day for his report and the good policing of the area.

(2) That the Safe Scheme payment of £2,000 in respect of October, November and December 2011 be approved.

178. VILLAGE INSTITUTE MATTERS

Village Institute Trustees' minutes dated 6 September 2011 had been circulated.

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

179. TO RECEIVE FEEDBACK FROM MEETINGS

The Clerk had attended a briefing session by Metro giving details of a review of bus services in Wakefield District. It was proposed to withdraw the 443 service from Hall Green to Woolley in the evening and on Sundays.

Resolved: That an objection be submitted to Metro in relation to the withdrawal of the 443 bus service as noted above.

180. TO RECEIVE A REPORT ON THE WILLERBY CONFERENCE

Councillors Mrs Binns and Mrs Craven together with the Responsible Financial Officer had attended the YLCA Training conference. They gave details of sessions they had attended regarding planning issues, standing orders, trusteeships and internal audit.

Resolved: That the Members and the RFO be thanked for their report.

181. FINANCIAL MATTERS: TO NOTE ANNUAL WREATH ORDER

The Clerk noted that the Remembrance Day wreaths had been delivered before an alternative design could be requested.

Resolved: That a design incorporating the Council logo be requested at an early date for 2012.

182. FINANCIAL MATTERS: TO CONSIDER REPORT FROM THE EXTERNAL AUDITOR

Mazars had confirmed that the Council's 2010/11 accounts were in accordance with requirements and two recommendations were made. The Notice of Completion of Audit and Right to Inspect the Annual Return would be displayed on the Council's notice board along with the certified Annual Return.

Resolved: That the report be noted.

183. FINANCIAL MATTERS: TO APPROVE PAYMENT OF ACCOUNTS

The Responsible Financial Officer presented the following for payment:

	£
Clerk - salary + expenses	429.31
Responsible Financial Officer - salary + expenses	281.13
HMRC	420.86
Hall Green Community Association – hall hire	10.00
Cllr Mrs Craven – expenses	62.12
SLCC – RFO subs	72.00
T & D contractors – hanging baskets + stump treatment	5,784.00
Mazars	342.00
Xerox	16.60
Royal British Legion	34.00

Resolved: That the accounts be approved for payment.

184. FINANCIAL MATTERS: TO RECEIVE AND APPROVE QUARTERLY ACCOUNTS

The Responsible Financial Officer presented the balance sheet for the period 12 June to 15 September 2011.

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.

185. FINANCIAL MATTERS: TO SEEK NEW CHEQUE SIGNATORIES

Resolved: That Councillors Mrs Binns, Mrs Margrave and Mrs Skinner be approved as cheque signatories.

186. FINANCIAL MATTERS: TO RECEIVE SIX-MONTHLY BUDGET REPORT

The Responsible Financial Officer presented a six monthly budget report and highlighted possible virements to reflect the current financial position.

Resolved: (1) That the proposed virements be noted by the Council and the budget report signed by the Chairman.
(2) That the RFO be thanked for her work on finance matters.

187. FINANCIAL MATTERS: TO CONSIDER APPLICATION FOR FINANCIAL SUPPORT FOR MEMORIAL TO DAVID KIRKNESS

Members considered an application for financial support from the licensees of the Bay Horse towards a memorial to David Kirkness

Resolved: That a decision be deferred pending the receipt of further information.

188. CORRESPONDENCE

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| 1. | SLCC | The Clerk magazine |
| 2. | NALC | Journal |
| 3. | VAWD | AGM 9.30 – 1pm Friday 7 Oct Wakefield West Methodist Church |
| 4. | Mary Creagh MP | Email – Update |
| 5. | Government Knowledge | Email – Local Government Reform 2011 Conference London 17 November |
| 6. | Sustainable Gov | Email – Newsletter x 3 |
| 7. | Journal of local planning | Email - The Draft National Planning Policy Framework And Neighbourhood Planning: What you need to know |
| 8. | Peter Clarke | Re Durkar Lane site and noise pollution |
| 9. | Mary Creagh MP | Email – Update |
| 10. | Yorkshire Rural Partnership | Email – Asset transfer event 12 Oct Keighley |
| 11. | LCR Online | Email – Newsletter x 2 |
| 12. | Westminster Briefing | Email – Conference - Investigating The Future for Charitable Giving and Fundraising. London |
| 13. | Smart wheelie bin | Email – speed awareness signs designed to stick to wheelie bins.100 = £55 |
| 14. | Mary Creagh MP | Email – Update |
| 15. | Historic Towns Forum | Email – Annual conference York |
| 16. | WMDC | Email – Agenda for Standards Committee 29 Sept |
| 17. | Boundary Commission for England | 2013 Constituency review |
| 18. | CPRE + NALC | New guide - <i>How to respond to planning applications</i> |
| 19. | SLCC | Utility savings with LSI utility brokers |
| 20. | YLCA | Notice of Wakefield branch meeting 10 November South Kirkby |
| 21. | Newmillerdam CCA | Email - Yorkshire in Bloom – Association won Silver Gilt award for 2011 and Best New Entry in Yorkshire for 2011 |
| 22. | Planning Resolved | Email – re national company of Planning Experts |
| 23. | YLCA | Email – Training – What councillors need to know- Hemsworth 17 Oct |
| 24. | Cllr Colley/Police | Email – Opportunities for children to get free Olympic tickets |
| 25. | Cllr Colley/Helen Walker | Email – The Home Office has announced a new grant fund to encourage creative new approaches to tackling crime – the Community action against crime: innovation fund. |
| 26. | LCR Online | Email - Newsletter |
| 27. | Dr Robson Capps | Email – Further queries |
| 28. | WMDC | Email - Wakefield Rural Area Forum - Wednesday 5th October 6.30 Havercroft |

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| 29. | Mary Creagh MP | Email – Update |
| 30. | John Fowler | Email – re withdrawal of 443 to Woolley |
| 31. | Cllr Drysdale | Email – Queen’s Diamond Jubilee - guidance notes created by the council for community groups organising events for the jubilee. |
| 32. | Ian Benn | Email – Congratulations on Community Plan |
| 33. | Electroville | Email – Social Media Strategy – Free lunchtime briefing
Huddersfield 12 Oct, Bradford 1 Dec |
| 34. | ICO | Renewal of Data Protection registration |
| 35. | WMDC | Speak up for Wakefield Event 9.30 to 3.00pm Weds 2 Nov
Wakefield Town Hall |

Resolved: (1) That the Data Protection registration be considered at the November meeting (34).
(2) That the other correspondence be noted.

189. TO DISCUSS PLANNING APPLICATIONS

A schedule of applications and decisions had been circulated. District Councillor Colley would speak about unauthorised uses on Denby Dale Road later in the meeting.

Resolved: That the applications and decisions be noted.

Resolved: *That Standing Orders be suspended to allow the meeting to continue beyond 9.15pm.*

190. TO DISCUSS ATTENDANCE AT THE LDF HEARING SESSIONS

Resolved: That Councillors Crompton, Mrs Craven and Daniels attend on the dates discussed.

Cllr Mrs Platten left the room (9.30pm)

191. TO DISCUSS PARTICIPATION IN FLOOD WARDEN SCHEMES

Resolved: That Councillor Daniels participate as a Flood Warden.

192. TO DISCUSS WMDC LIBRARY REVIEW

Resolved: That the Review be noted.

Cllr Mrs Platten re-joined the meeting (9.35pm)

193. TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS

District Councillor Colley spoke about air quality issues near the M1. He confirmed that dropped kerbs were being assessed in Calder Grove and that an enforcement notice had been served in respect of the hard standing currently used for car sales at 354 - 356 Denby Dale Road. He also noted action with regard to Harratts’ advertisements and the Audi site hedge. He had forwarded highway maintenance schedules for the parish to the Clerk.

Resolved: That District Councillor Colley be thanked for his report.

Cllr Mrs Skinner left the room (9.40 – 9.44) during Cllr Colley’s report

194. UPDATE ON PARISH MATTERS

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

195. TO RECEIVE PARISH MATTERS

The following item was brought to the attention of the Parish Council:

- a) Eric Pickles MP had proposed that funds be made available to local authorities to reinstate weekly household bin collections.

Resolved: That the Clerk contact Wakefield Council regarding this issue.

196. PRESS REPORTS – ITEMS FOR PUBLICATION

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

197. TO CONSIDER INPUT FOR PARISH LINK MAGAZINE

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

198. TO CONSIDER THE AUTUMN NEWSLETTER

A draft newsletter including the Community Hero nomination form as agreed by the Community Hero Committee was considered.

Resolved: That 4,300 copies of the autumn newsletter be ordered from Printforms.

199. TO APPROVE ITEMS FOR THE PARISH COUNCIL WEB SITE

Resolved: That the September 2011 Parish Council minutes be placed on the website.

200. 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 13 November 2011.

201. TO AGREE A DATE FOR A PERSONNEL COMMITTEE MEETING

Resolved: That a date in November be agreed at the November meeting.

202. 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 Tuesday 1 November 2011.

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

IN PRIVATE

203. TO DISCUSS THE REDESIGN OF THE WEB SITE

The Clerk outlined a number of proposals and quotes received to date.

Resolved: That further advice be sought including the possible involvement of Kettlethorpe Community Learning Centre.

SIGNED _____
CHAIRMAN

DATE _____

**CRIGGLESTONE PARISH COUNCIL
PUBLIC PARTICIPATION SESSION**

7.00 pm Tuesday 4 October 2011

No members of the public attended.