

CRIGGLESTONE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 5 FEBRUARY 2013

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

District Councillor: L Kirkpatrick and I Sanders.

Apologies: P Daniels and District Councillor Mrs Drysdale.

Absent: Councillor P Crompton.

300. APOLOGIES FOR ABSENCE

Apologies were accepted.

301. DECLARATIONS OF INTEREST

None.

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

The Chairman paid tribute to Rev Joyce Trafford whose funeral had been held earlier that day.

303. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 8 JANUARY 2013

Resolved: That the minutes of the meeting held on 8 January 2013 be approved as a correct record.

304. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

The Clerk noted that the Community Hero Awards had been reported in the Wakefield Express (Minute 271). Councillor Binns had attended the tour of The Hepworth (Minute 290) and was most impressed.

305. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

Resolved: That members of the press and public be excluded from the meeting following item 22.

Councillor Mrs Platten joined the meeting (7.08pm)

306. POLICE REPORT

Inspector Clare attended together with PCSO Sulaiman. A report was circulated which showed that 22.45 hours had been worked on the Safe Scheme in January. Police officers had worked 13.75 hours and PCSOs 8.7 hours. A total of 46 incidents had been recorded compared with 26 in December. There was a major increase in anti-social behaviour.

Speeding checks had been carried out on Durkar Low Lane and Hall Lane resulting in four tickets, eight verbal warnings and a speed awareness course. Foot patrols had been conducted in Durkar, Calder Grove, Hall Green and Painthorpe (the latter following reports of youth anti-social behaviour).

There were four house burglaries in Crigglestone and Painthorpe, two of these involving taking keys from house to drive away vehicles parked outside. The police warned that this is now a common way of stealing cars, so don't leave your car keys where they're easy to spot. There were two thefts from vehicles both in Newmillerdam and two damages to vehicles in Hall Green and Painthorpe. One drug offence was reported in Calder Grove with two males receiving a cannabis warning. There were nine further offences of theft including two from a shop, two of lead from houses and one theft of a tarmac roller from Calder Park.

Anti-social behaviour calls increased to 24 in January and included off road bikes, a nuisance quad bike and skateboarding on highways.

Priorities for February would be speeding at Barnsley Road (where speed enforcement notices are to be installed) together with youths congregating at Durkar Low Lane and security at St James School.

Resolved: That the Parish Council thank Inspector Clare and PCSO Sulaiman for their reports and the good policing of the area.

Councillor Mrs Craven left the meeting (7.30 – 7.32pm)

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

The Clerk tabled the draft minutes of the Committee meeting held on 31 January. It was proposed to seek quotes for tree works recommended in the recent review and to purchase a metal bin to replace those destroyed by fire. Contract recommendations would be taken in private.

Resolved: That the report be noted.

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

The next meeting was scheduled for 26 February 2013.

309. TO RECEIVE REPORT ON RIGHTS OF WAY MATTERS

There was nothing to report.

310. TO DISCUSS HALL GREEN COMMUNITY CENTRE MATTERS

Councillor Binns reported on alternative proposals to address the energy consumption of the Centre together with the possibility of grant funding.

Resolved: (1) That the report be noted.

(2) That energy issues be further discussed at the March meeting of the Parish Council.

311. FEEDBACK FROM MEETINGS

The Clerk had attended the Town and Parish Councils Liaison Group meeting where presentations on welfare reform and the Greenspace Strategy were given. Councillor Binns reported on the training session on Procedure and Law that she had attended.

312. VILLAGE INSTITUTE CHARITY COMMITTEE: TO NOTE VICC MINUTES

The minutes of the meeting held on 8 January had been circulated.

Resolved: That the minutes be noted.

313. VILLAGE INSTITUTE CHARITY COMMITTEE: TO SIGN CHEQUES

The Responsible Financial Officer presented the following for payment:

	£
A Gordon – salary	336.02
M Greenwood – kitchen drains	65.00
G Milner – gutter repair	45.00

Resolved: That the accounts be approved for payment.

314. VILLAGE INSTITUTE CHARITY COMMITTEE: TO DISCUSS OUTSIDE NOTICE BOARD LIGHTS

Minor electrical repairs had been carried out by R Sunderland at a cost of £45. He had also quoted for the replacement of the outside notice board lights.

Resolved: That the notice board lights be replaced at a cost of £80.

315. VILLAGE INSTITUTE CHARITY COMMITTEE: TO NOTE DRAINAGE WORK

It had been necessary to carry out work to the kitchen drains as a matter of urgency.

316. VILLAGE INSTITUTE CHARITY COMMITTEE: TO CONSIDER REQUEST FOR NURSERY SCHOOL TO USE INSTITUTE AS PLACE OF EVACUATION

The Business Manager at Crigglestone Nursery School had asked if, in the event of an emergency, the Institute might be used as a safe assembly point/shelter for staff and children. It was felt there might be difficulty in allowing access at any time via a key holder.

Resolved: That Councillor Wainwright contact the Business Manager to explain the situation and suggest alternative venues.

317. TO RECEIVE THE CLERK'S REPORT

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

Resolved: (1) That the report be noted.
(2) That the Clerk pursue issues as discussed.

Councillor Roe left the meeting (7.56 – 7.58pm).

318. CODE OF CONDUCT: TO CONSIDER DISPENSATIONS AND OTHER MATTERS

Further to Min 285 (2012/13), Members considered the information circulated at the previous meeting together with a letter from Wakefield Council. The Clerk circulated a diagram showing procedures for declaring pecuniary and other interests and for requesting dispensations. It was noted that following the adoption of the revised Code of Conduct on 4 December 2012, the addition to Standing Orders adopted on 4 September 2012 was no longer required since the revised Code included provisions for Members with pecuniary interests to leave the room.

Resolved: (1) That the following Standing Order be adopted:
'Where a Council Member wishes to apply for a dispensation in any matter, he/she will do so on the form provided by the Council for the purpose. The completed form must be sent to the Clerk and be in his/her possession with two clear days of the council meeting at which the dispensation will be considered. Upon receipt of the application the Clerk will ensure an acknowledgement is sent to the councillor. In this standing order reference to 'clear days' does not include the day on which the request is submitted, the day of the meeting, Sundays or Bank Holidays.'

(2) That the form circulated at the previous meeting be used to request dispensations.

(3) That the power to grant dispensations rest with the full Council.

(4) That Standing Order 11 (rescission of previous decisions) be suspended to allow the next minute to be resolved.

(5) That the Standing Order adopted on 4 September 2012 be rescinded.

319. FINANCIAL MATTERS: TO APPROVE THE PAYMENT OF ACCOUNTS

The Responsible Financial Officer presented the following for payment:

	£
Clerk – salary + expenses	454.62
Responsible Financial Officer - salary	231.01
YPO - stationery	8.04

Resolved: That the accounts be approved for payment.

320. FINANCIAL MATTERS: TO CONSIDER IMPACT OF LOCALISATION OF COUNCIL TAX SUPPORT

A summary of key facts of understanding for parish councils on the impact of Localisation of Council Tax received from Wakefield Council had been circulated, and the Responsible Financial Officer explained how the government had passed responsibility for council tax support schemes to local authorities. This localisation would result in a cut in funding, Wakefield had estimated, of around 20% and the impact of this was likely to be passed on to working age claimants of Council

Tax Support. Some 19,500 claimants in the Wakefield District were reported as likely to be affected by these changes. Wakefield MDC had taken the decision to pass across the relevant element of funding to Parish Councils and the amount of grant applicable to Crigglestone Parish Council recommended by Wakefield Council was £4,362.

Resolved: (1) That the report be noted.

(2) That the previously agreed precept of £49,000 be confirmed for submission to Wakefield Council.

(3) That any additional funds received be added to reserves.

321. FINANCIAL MATTERS: TO AGREE ANNUAL GRANT TO VI CHARITY

Resolved: That a grant of £1,000 to the Village Institute Charity be agreed.

322. FINANCIAL MATTERS: TO REVIEW ARRANGEMENTS FOR INPUT TO THE PARISH LINK AND CONSIDER A DONATION TOWARDS THE MAGAZINE COSTS

It was noted that the Parish Council was continuing to provide four sides of copy for the Parish Link Magazine.

Resolved: (1) That the Parish Council continue to provide copy for the Parish Link magazine and make a donation to the PCC of £325.

(2) That the arrangement be reviewed in February 2014.

323. CORRESPONDENCE

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| 1. | CPRE | Email – Campaigns update: Ask supermarkets to do their bit for farmers and the countryside, Growth bill |
| 2. | YLCA | Email – Legal topic note 22 Employment advice |
| 3. | YLCA | Email – Information Note 11 |
| 4. | SLCC | Email – Practitioners' Conference |
| 5. | SLCC | The Clerk magazine |
| 6. | Crigglestone Nursery School | Federation of the Castle Nursery School and Crigglestone Nursery School: confirmed |
| 7. | Clerks and Councils Direct | Magazine |
| 8. | WMDC | Email – Agenda for Council meeting 23 January |
| 9. | Rural Action Yorkshire | Email E-Bulletin: |
| 10. | SLCC | Email – News Bulletin |
| 11. | YLCA | Email - Induction and Development Day For Newer Clerks |
| 12. | Marie Curie Cancer Care | Email - Appeal for collectors in Crigglestone. |
| 13. | YLCA | Email – WWYC induction session S Kirkby 7 March |
| 14. | YLCA | Email - Localisation of Council Tax Support – Ongoing Lobbying by NALC. Assistance requested by 30 Jan |
| 15. | Highways Agency | Public Information exhibitions re Managed Motorways Junctions 39 to 42 1 and 2 Feb, 8 and 9 Feb |
| 16. | e2ki (South Yorkshire) | Bouncy castles and slides to hire |
| 17. | YLCA | Email - Localisation of Council Tax Support |
| 18. | Fields in Trust | Email – invitation to join Fields in Trust |
| 19. | WMDC | Email – Localism Act 2011: Register of interests/Dispensations |
| 20. | YLCA | Email – Information Note |
| 21. | LCR Online 25/01 | Email - Newsletter |
| 22. | Spinal Injuries Association | Email – Request for publicity for Great British Fish and Chip Supper |

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| 23. | Mary Creagh | Email - Updates |
| 24. | YLCA | Email – White Rose Update |
| 25. | YLCA | Email – Wakefield branch meeting 14 March South Kirkby |
| 26. | YLCA | Email – info note. |
| 27. | The Ombudsman | Acknowledgement letter |

Resolved: (1) That the disciplinary and grievance procedures in Legal Topic Note 22 be referred to the Personnel Committee (2).

(2) That the remaining correspondence be noted.

324. TO DISCUSS PLANNING APPLICATIONS/DECISIONS

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

325. TO ARRANGE A MEETING WITH PEEL REPRESENTATIVES

The Clerk noted that the last meeting with Peel representatives had been held in May 2012.

Resolved: That a further meeting be requested for May 2013.

326. TO DISCUSS FLOODING MATTERS AT HOLLINGTHORPE LANE

Councillor Wainwright reported that it appeared unlikely that any action would be taken by Wakefield Council before the next financial year.

Resolved: That the Parish Council continue to pursue the matter.

327. TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS

Councillor Sanders gave details of Wakefield Council's cycling strategy and the HS2 train route. Councillor Kirkpatrick presented information regarding the police rural team, Crigglestone Nursery School, the British Oak restoration site, opencast plans for Clayton West, Westgate Station plans, the new waste management contract, council tax support and other district council matters. The Clerk noted Councillor Mrs Drysdale was following up the future of Christmas trees in the parish and repairs to the play area on Hollin Lane.

Resolved: That the District Councillors be thanked for their reports.

328. PRESS REPORTS – ITEMS FOR PUBLICATION

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

329. TO CONSIDER INPUT FOR PARISH LINK MAGAZINE

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

330. TO APPROVE ITEMS FOR THE PARISH COUNCIL WEB SITE

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

331. TO CONSIDER INPUT FOR THE SPRING NEWSLETTER

The Responsible Financial Officer tabled a draft spring newsletter.

Resolved: (1) That the draft spring newsletter be approved.

(2) That 4,300 copies be ordered from DC Print.

(3) That the newsletter be distributed by Re-Connect at a cost of £350.

332. 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 5 March 2013.

Councillors Mrs Craven and Mrs Skinner left the meeting (9.30 – 9.34pm).

IN PRIVATE

333. TO CONSIDER RECOMMENDATIONS OF THE PARKS AND OPEN SPACES COMMITTEE REGARDING CONTRACTS FOR 2013/14

The Committee's recommendations were noted.

Resolved: (1) That, in respect of Betty Eastwood Park maintenance, the quotation received from T&D in the sum of £1,660 plus £15 per man/hour for work to the watercourses be accepted.

(2) That, in respect of general maintenance works, the quotation received from Wakefield MDC in the sum of £428 be accepted.

(3) That, in respect of hanging baskets, the quotation from T & D in the sum of £85 per basket for existing sites and £100 for new sites plus the cost of new plaques be accepted.

During the discussion of sponsorship charges, Councillors Mrs Binns and Peebles declared disclosable pecuniary interests and left the room (9.35pm). Councillor Wainwright took the chair during discussion of this item

334. TO DISCUSS SPONSORSHIP CHARGES FOR HANGING BASKETS 2013

Resolved: That sponsorship levels be agreed at £65 for existing sponsors and £99 for new sponsors.

Councillors Mrs Binns and Peebles rejoined the meeting (9.38pm). Councillor Peebles resumed the chair.

335. TO DISCUSS VILLAGE INSTITUTE HIRING MATTERS

The Responsible Financial Officer noted steps being taken to recover user payments which were overdue.

Resolved: That if the situation was not satisfactorily resolved in the near future, the user be asked to meet the Chairman, Clerk and Responsible Financial Officer.

SIGNED _____
CHAIRMAN

DATE _____

**CRIGGLESTONE PARISH COUNCIL
PUBLIC PARTICIPATION SESSION
Tuesday 5 February 2013**

No members of the public attended for this session.