

# CRIGGLESTONE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6 DECEMBER 2011

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

**District Councillor:** J Colley.

**Apologies:** Councillor Mrs Margrave.

**236. APOLOGIES FOR ABSENCE**

Apologies were accepted.

**237. DECLARATIONS OF INTEREST**

None.

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

The Chairman commented favourably on the Remembrance Services held at Wakefield Cathedral, Newmillerdam and St James, Chapelthorpe.

**239. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 1 NOVEMBER 2011**

**Resolved:** That the minutes of the meeting held on 1 November 2011 be approved as a correct record.

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

None.

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

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

***In the absence of a Police representative Agenda Item 7 was deferred.***

**242. TO FURTHER CONSIDER IMPLEMENTATION OF COMMUNITY PLAN**

A report had been circulated regarding the implementation of the Plan. Marilyn Wood and Gill Sykes represented the Steering Group and explained that the Steering Group wished to continue their involvement by following up the proposed interest groups, but they felt the Action Plan was the responsibility of the Parish Council. The appointment of a Community Plan Committee was discussed.

**Resolved:** That the means of implementing the Plan be discussed at the next Parish Council meeting.

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

With the agreement of the Council, District Councillor Colley's spoke at this point to allow him to return home early. He updated the Council about a number of dropped kerbs agreed in the Calder Grove area, new street signs at Denby Dale Road East and a need for additional volunteers at Pugneys Country Park. He also noted that it was hoped to arrange a meeting between the Police and highways officers to address the problems caused by HGVs using unsuitable routes in the area.

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

***PS Day arrived during the above report (7.25pm)***  
***District Councillor Colley left the meeting (7.30pm)***

**244. POLICE REPORT**

PS Day circulated a report which showed that 48 hours had been worked on the Safe Scheme in November. Police officers and PCSOs had both worked 24 hours in the month. A total of 33 incidents had been recorded, a decrease from October.

Recorded crimes included four drug crimes and six house burglaries, four in Durkar, one in Newmillerdam and one in Chapelthorpe. In two cases cars were stolen as well as other items. There were four 'other' burglaries where a number of bicycles were stolen from sheds and garages. One vehicle was stolen in Durkar and four vehicles were broken into in Crigglestone, Chapelthorpe and Calder Grove. Vehicles were damaged in Hall Green and on Haveroid Lane and other damage occurred at Chapelthorpe and Denby Dale Road. Two other thefts were reported at Denby Dale Road: a wallet and lead flashing around a window.

Speed checks conducted on Durkar Lane and Bull Lane recorded low speeds but a check on Durkar Lane resulted in a number of tickets. Rectification notices were issued where vehicles had problems such as failed lights. Foot patrols had been conducted in Betty Eastwood Park, around St James Church, near the Kingfisher Restaurant and at the One Stop Shop.

Priorities for December would be litter from Crigglestone Industrial Estate, HGVs on Hollin Lane, speeding on Durkar Low Lane, house burglaries and anti-social behaviour in the school holidays.

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

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

The minutes of the meeting held on 28 November had been circulated and Cllr Mrs Platten noted that she hoped to meet Helen Walker regarding the resurfacing of the BMX track. The Risk Assessment had been received from Digleys. The Responsible Financial Officer noted that five invoices for hanging baskets were still outstanding.

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

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

The Clerk noted an acknowledgement of her email following Minute 235, and confirmed that Wakefield Council's Planning and Highways Committee had not supported the gating of footpath 24. She noted an approach from Wakefield Council suggesting the value of the path identified by local residents might be built upon.

**Resolved:** That Members of the Rights of Way Committee attend a meeting with Wakefield Council officers.

**247. TO DISCUSS HALL GREEN COMMUNITY CENTRE**

The Responsible Financial Officer reported that there was no further update regarding the premises licence and the music licence was valid until August 2012. Cllr Wainwright would meet a Yorkshire Water representative about the forecourt drainage on the following day. Members discussed prices for the guttering work. Cllr Mrs Binns reported that the Junior Youth Club was meeting but more volunteers were needed to help with the group. The Centre was also hosting Wakefield Council's Day of Action on 7 December.

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

(2) That a quote of £451.63 from D Austerberry for guttering work be accepted.

**248. VILLAGE INSTITUTE MATTERS**

Village Institute Trustees' minutes dated 1 November 2011 had been circulated.

**Resolved:** (1) That the minutes be accepted as a correct record.

(2) That the Terms of Reference for the Village Institute Charity Committee as circulated be approved.

**249. TO RECEIVE FEEDBACK FROM MEETINGS**

Cllrs Mrs Craven and Mrs Binns gave details of the recent Wakefield Assembly event: 'Making Change Happen'.

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

**250. TO RECEIVE UPDATE ON COMMUNITY HERO AWARD**

Cllr Daniels reported that there had been no nominations for the award for 2011.

**Resolved:** That the Committee meet in September 2012 to consider ways to promote the award scheme.

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

The Responsible Financial Officer presented the following for payment:

|   | £      |
|---|--------|
| WMDC – ratification of payment for fire safety inspection | 54.60  |
| CS Roller shutters HGCC                                   | 48.00  |
| Digley Associates - BMX risk assessment                   | 60.00  |
| SLCC Clerk's subscription                                 | 97.00  |
| T & D Contractors   | 210.00 |
| Cllr P Crompton - expenses                                | 32.58  |

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

**252. FINANCIAL MATTERS: TO DISCUSS FUNDING OF SAFE SCHEME 2012/13**

Members discussed the funding they might allocate to the Safe Scheme in 2012/13 bearing in mind the service being provided in the current financial year.

**Resolved:** (1) That a meeting with PS Day be sought to discuss priorities for the Safe Scheme in 2012/13.

(2) That Cllrs Daniels, Platten and Crompton attend the meeting.

**253. FINANCIAL MATTERS: TO APPROVE AN ADDITION TO THE FINANCIAL REGULATIONS**

**Resolved:** That the following addition to the Financial Regulations be approved: 'Committees of the Council may incur expenditure on behalf of the Council subject to the limits set out in their approved Terms of Reference'.

**254. FINANCIAL MATTERS: TO APPROVE THE PRECEPT FOR 2012/13**

**Resolved:** (1) That the precept for 2012/13 be agreed at £49,000.

(2) That the Responsible Financial Officer submit the precept application to the District Council.

**255. CORRESPONDENCE**

|     |                      |  |
|-----|----------------------|--|
| 1.  | Insignia UK          | Email - Queen Elizabeth II Diamond Jubilee Commemorative Items for Parish and Town Councils    |
| 2.  | YLCA                 | Email - The Future Of Standards of Conduct of Members of Local Authorities in England - Update |
| 3.  | CPRE                 | Email - Campaigns Update   |
| 4.  | Mary Creagh          | Email - Constituency Update x 3  |
| 5.  | YLCA                 | Email - For Local Government – Mayoral Consultation  |
| 6.  | YLCA                 | Email - Subscriptions to be increased by 3% in 2012  |
| 7.  | WY Police Authority  | Email - Local Policing Summary   |
| 8.  | CPRE                 | Countryside Voice  |
| 9.  | SLCC                 | The Clerk journal  |
| 10. | Groundwork Pride Ltd | Services offered   |

|     |                                      |   |
|-----|--------------------------------------|---|
| 11. | Cllr Colley/Jamie Turner             | Email – Denby Dale Rd East junction + Dennington Lane HGV problems  |
| 12. | Wakefield Assembly                   | Email – Make Change Happen event 29 Nov St Catherine's Centre   |
| 13. | WY Police                            | Email - 101 Is The New Non-Emergency In West Yorkshire  |
| 14. | LCR Online                           | Email - Newsletter  |
| 15. | Bob Crowther                         | Re HGVs on Hollin Lane  |
| 16. | A One + (agents for Highways Agency) | Email – M1 traffic noise  |
| 17. | WMDC                                 | Email – request for meeting re footpath matters   |
| 18. | WMDC                                 | Email - Agenda for Council meeting 7 Dec  |
| 19. | Dr Robson Capps                      | Email – re dog fouling, cycling, cans and litter  |
| 20. | Rural Action Yorkshire               | Email – Neighbourhood Planning Regulations Consultation from DCLG Focus group Wednesday, 14 December 2012 from 2.00pm Leeds Civic Hall  |
| 21. | Cllr Colley                          | Email – dropped crossings, Calder Grove   |
| 22. | Cllr Colley                          | Email – Positive Activities Fund up to £5000 available for vol groups working with children Event at S Kirkby 7 Dec 6pm   |
| 23. | CPRE                                 | Email - Big Give appeal   |
| 24. | YLCA                                 | White Rose Update   |
| 25. | Mrs M Roe                            | Email – re motorway noise at Durkar exacerbated by traffic lights at J39  |
| 26. | Fire Brigades Union                  | Proposed cuts to fire cover in this area. DCLG has suggested that fire authorities should consult widely about their IRMPs. WYFRS has declined request for public meeting. FBU requests that local PCs ask for public meeting |
| 27. | NALC                                 | LCR magazine  |
| 28. | David Lodge                          | Email - re noise from M1 + widening/hard shoulder running issues  |
| 29. | WMDC                                 | Invitation to Civic Carol Service 20 Dec 2011   |

**Resolved:** (1) That, with regard to concerns regarding noise from the M1, a meeting be sought with the Highways Agency (16, 25, 28).

(2) That the remaining correspondence be noted.

## **256. TO DISCUSS PLANNING APPLICATIONS/UNAUTHORISED USES**

A schedule of applications and decisions had been circulated. In the absence of Councillor Colley, there was no update on unauthorised uses on Denby Dale Road.

**Resolved:** (1) That objections be submitted in respect of applications at 422 Denby Dale Road East (11/02343), the Pump House, Durkar Lane (11/02300) and 38 High Street (11/02018) on the grounds discussed.

(2) That a comment regarding policies to encourage the use of public transport be submitted in respect of the application for parking spaces at Calder Park (11/02362).

## **257. TO DISCUSS ATTENDANCE AT THE LDF HEARING SESSIONS**

Councillor Crompton noted that he had attended Session 2 on 29 November. The next sessions would be held in January 2012.

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

## **258. TO NOTE WORKS TO SIGNALISE JUNCTION 39**

Information had been circulated and the Clerk tabled a plan. Recent instances of flooding on the slip roads were noted.

**Resolved:** (1) That the Highways Agency be asked if an Environmental Impact Assessment had been carried out in advance of the signalisation plans.

(2) That the flooding problems be reported to the appropriate authority.

***Resolved: That standing orders be suspended to allow the meeting to continue (9.30pm)***

**259. UPDATE ON PARISH MATTERS**

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

**260. TO RECEIVE PARISH MATTERS**

The following items were brought to the attention of the Parish Council:

- a) Replacement of barrier/ticket machine at Pugneys Country Park
- b) Hedge cut back at Harratts site, Denby Dale Road
- c) Dog fouling Denby Dale Road East
- d) Mud on road at Painthorpe Lane building site.

***Resolved:*** That the Clerk pursue these matters with Wakefield Council.

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

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

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

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

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

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

**264. 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 January 2012.

**IN PRIVATE**

**265. TO CONSIDER RECOMMENDATIONS OF THE PERSONNEL COMMITTEE**

The minutes of the Personnel Committee meeting held on 16 November had been circulated. It was noted that the matters related to the management of the Village Institute would be considered at the first meeting of the Village Institute Charity Committee on 3 January.

***Resolved:*** (1) That the RFO take over clerking of the meetings of the Health & Safety and Finance Committee.

(2) That the RFO's hours be increased to 22 per month with effect from 1 January 2012.

(3) That the Clerk's salary be increased to SCP 27 with effect from 1 January 2012.

(4) That the caretakers' salaries be increased to the minimum wage plus £1 per hour with effect from 1 January 2012.

(5) That the Clerk and RFO receive a Christmas bonus of £100 each.

(6) That Amanda Gordon receive a Christmas bonus of £50 and Keith Stocks £25.

(7) That the following payments be approved:

|   |        |
|---|--------|
|   | £      |
| Clerk - salary + expenses                         | 506.51 |
| Responsible Financial Officer - salary + expenses | 260.97 |

***The Clerk and Responsible Financial Officer left the room during discussion of their salaries/hours (9.52 – 9.55pm)***

**IN PUBLIC**

**266. CHRISTMAS GREETINGS**

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

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

DATE \_\_\_\_\_

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## **CRIGGLESTONE PARISH COUNCIL PUBLIC PARTICIPATION SESSION**

**7.00 pm Tuesday 6 December 2011**

Mr Fitzpatrick attended for part of the meeting as an observer.