

# CRIGGLESTONE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6 JULY 2010

**Present:** Councillors: Mrs J Craven, P Crompton, J Peebles (Chairman), Mrs C Platten, A Roe, Mrs M Skinner, K Wainwright.

**Absent:** Councillor Garthwaite.

**District Councillors:** Mrs J Drysdale

**Apologies:** Councillors P Daniels and Mrs C Norris

### **83. APOLOGIES FOR ABSENCE**

Apologies were accepted.

### **84. DECLARATIONS OF INTEREST**

None.

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

The Chairman noted with regret the recent death of Tom Depledge, a former Member of the Parish Council. He proposed to make a donation in memory of Mr Depledge. The Chairman also commended the service held at St James Church on 4 July to commemorate the lives of Lance Corporal David Kirkness and Corporal Jonathan Beynon-Fisher, both of whom had given their lives in 2009. Following the service, the Chairman had laid a wreath at the Crigglestone War Memorial.

### **86. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 1 JUNE 2010**

**Resolved:** That the minutes be approved as a correct record.

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

None.

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

There were no items to be considered in private.

### **89. POLICE REPORT**

A report had been circulated with details of the activities carried out over the months April to June 2010: this showed that 78.5 Safe Scheme hours had been worked in the Parish and of these nine hours had been worked by PCSOs. Issues that had been dealt with included deliveries at the One Stop Shop, parking at Denby Dale Road East, anti-social behaviour in Betty Eastwood Park, Hall Lane and Painthorpe Lane, HGVs trying to negotiate the Hollin Lane/High Street junction, speeding and nuisance motorcycles.

PS Day noted that 19 crimes had been recorded and some 23.5 Safe Scheme hours had been spent in the Parish in June. PS Day gave a summary of activities in June. These had resulted in 15 people being given tickets for speeding, four for not wearing a seat belt, one for using a mobile phone, two vehicles seized, three people searched under general police powers, two others searched and arrested for the possession of drugs and nine other people stopped and checked.

In respect of the Golden River survey requested at Barnsley Road, these were now conducted by Leeds City Council at a cost of £150. It was agreed to ask PC Laybourne to conduct speed checks instead. In response to queries, PS Day said that police licensing department officers would attend the hearing regarding the application by UK Pizza and Kebabs for an off sales

alcohol licence at Painthorpe Lane, and he agreed to confirm the date of the next PACT meeting at the Community Centre.

Members asked for similar issues to be prioritised in July together with anti-social behaviour around St John's Church at Calder Grove.

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

***District Councillor Mrs Drysdale joined the meeting (7.50pm)***

**90. TO CONSIDER CO-OPTION TO FILL CASUAL VACANCY**

The Clerk confirmed that, further to Minute 69 (10/11), she had advertised the vacancy and received one application from Mrs Deborah Margrave. Mrs Margrave was unable to attend the meeting, but it was recalled that she had recently been agreed as an appointee to the Parks and Open Spaces Committee.

**Resolved:** That Mrs Deborah Margrave be co-opted to fill the vacancy.

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

Minutes of the Committee's meeting on 15 June had been circulated.

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

**92. TO RECEIVE REPORT FROM THE HEALTH AND SAFETY COMMITTEE**

There had been no meeting.

**93. TO RECEIVE REPORT FROM THE RIGHTS OF WAY COMMITTEE**

Reference was made to the footpath from Stoney Lane to Hall Lane where anti-social behaviour was still a problem. District Councillor Mrs Drysdale noted that one resident was still keen to pursue a gating order but this was not welcomed by the Parish Council. Councillor Peebles confirmed that work was about to commence clearing the Intake path. The Clerk would seek progress with the promised lighting scheme at The Springs, Calder Grove.

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

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

Councillor Wainwright noted that the drain at the front of the Centre needed clearing. Interest in hiring the Centre had improved and a Family Fun Day was proposed for 22 August. The situation regarding the bus shelter had been discussed with Metro and it was proposed to install a CCTV camera.

**Resolved:** (1) That the Clerk contact Batemans regarding the blocked drain in front of the shops.  
(2) That the report be noted.

**95. TO DISCUSS MATTERS REGARDING THE SCOUT HUT**

Information from Mr Castle had been circulated and Members had heard from Mr Stead the Group Scout Leader in the public session with regard to their plans for the scout hut. Members discussed the concerns of the current trustees and the implications of the trust deed for the Scout group.

**Resolved:** (1) That further advice regarding legal issues be sought, an hour's time being purchased if necessary.  
(2) That the Scout Group be informed that the Council was seeking legal advice.

**96. TO RECEIVE UPDATE FROM COMMUNITY PLAN STEERING GROUP**

The Clerk reported that the independent Steering Group had secured grants from Rural Action Yorkshire and the Big Lottery Fund and these would allow the project to proceed. She further

noted that she had worked a further 21.5 hours on the project since January 2010. Photocopying and mail costs had also been incurred.

**Resolved:** That the Clerk be paid £206.21 in respect of Community Plan work and that the other costs incurred be met by the Parish Council.

**97. VILLAGE INSTITUTE MATTERS**

Village Institute Trustees' minutes dated 1 June 2010 had been circulated.

**Resolved:** That the minutes be accepted as a true record.

**98. FEEDBACK FROM MEETINGS**

Councillor Mrs Craven reported on the workshop she had attended which covered funding and marketing for voluntary groups.

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

**99. FINANCIAL MATTERS: TO APPROVE PAYMENT OF ACCOUNTS**

The Responsible Financial Officer presented the following for payment:

	£
Clerk salary + expenses + Community Plan hours	1,102.15
Responsible Financial Officer salary + expenses	318.36
HMRC	369.60
Multi-Visual - Plaques	20.00
SLCC – RFO Training	111.62
Printforms – Newsletter	376.00
Xerox – photocopier	20.82
M Greenwood – VI plumbing	218.50
GD Walker – VI Boiler	763.75
RBL – Poppy wreath	18.00
PERT – T Depledge donation	25.00
YH RTP – Training conference	660.00

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

**100. FINANCIAL MATTERS: TO RECEIVE AND APPROVE QUARTERLY ACCOUNTS**

The Responsible Financial Officer presented the balance sheet for the period 1 April to 15 June 2010.

**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.

**101. FINANCIAL MATTERS: TO AGREE INCREASE IN THE CHAIRMAN'S ALLOWANCE**

It was noted that there were no funds remaining in the Chairman's allowance for the year.

**Resolved:** That the Chairman's allowance for 2010/11 be increased to £150.

**102. FINANCIAL MATTERS: TO AGREE FIDELITY GUARANTEE FORM**

The Responsible Financial officer recommended an increase in the level of fidelity guarantee.

**Resolved:** (1) That the fidelity guarantee be increased to £45,000.

(2) That the fidelity guarantee form be approved and signed by the Chairman and the Parish Clerk.

**103. FINANCIAL MATTERS: TO CONSIDER BUDGET REPORT 2010/11**

The Responsible Financial Officer tabled a budget report for the financial year to 30 June 2010.

**Resolved:** That the report be approved and signed by the Chairman.

**104. FINANCIAL MATTERS: TO CONSIDER CONTRIBUTION TO THE POLICE SAFE SCHEME**

Members discussed the funding of the scheme in light of the report provided by PS Day including proposals for the use of PCSOs.

**Resolved:** (1) That West Yorkshire Police be informed that the Parish Council will fund the Safe Scheme in the sum of £8,000 in total for 2010/11.

(2) That a payment of £1,800 for July, August and September be approved.

**105. FINANCIAL MATTERS: TO CONSIDER GRANT APPLICATION FROM NEWMILLERDAM COMMUNITY AND CONSERVATION ASSOCIATION**

Members considered an application from the Newmillerdam Community and Conservation Association towards bulb planting and environmental work.

**Resolved:** That the Council in accordance with its powers under Section 137 of the Local Government Act 1972 as amended, 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 bulb planting, planters, hanging baskets, bench materials      **Award £200**

**106. TO DISCUSS REVISED STANDING ORDERS**

Councillors Peebles, Daniels and Mrs Craven had met again and their recommendations for revised standing orders had been circulated.

**Resolved:** (1) That the revised Standing Orders be adopted and signed by the Chairman.

(2) That the Parish Council continue to hold a public session prior to the start of the meeting for the exchange of information on any issue.

(3) That the public session shall not exceed 15 minutes.

(4) That each member of the public is entitled to speak once only and for not more than three minutes.

(5) That the Chairman may direct that a response to a question posed by a member of the public be referred to a councillor or to an employee for a written response.

(6) That a record of any public session shall be published.

**107. TO DISCUSS ATTENDANCE AT THE SCARBOROUGH CONFERENCE**

**Resolved:** That Councillor Craven and the Responsible Financial Officer attend the Scarborough conference at a cost of £660.

**108. CORRESPONDENCE**

- |     |                                   |   |
|-----|-----------------------------------|---|
| 1.  | CPRE                              | Email - CPRE's Campaigns Update: Stop new pylons ruining countryside  |
| 2.  | Public Policy Exchange            | Email - Charities, Social Enterprises and Public Service Delivery: Unlocking the Third Sector 7th July 2010 |
| 3.  | RISS connecting rural communities | Email - Promotion leaflet   |
| 4.  | YLCA                              | Email - Rural Action Yorkshire info   |
| 5.  | YLCA                              | Ballot to select parish representative on WMDC Standards Committee - nomination stage                       |
| 6.  | Sutcliffe Play                    | Play areas publicity  |
| 7.  | WMDC                              | Email - Agenda for Council meeting 16 June  |
| 8.  | YLCA                              | Email - Training courses - charring, allotments, charities, employment, new cllrs, finance                  |
| 9.  | WMDC                              | Email - Agenda for Standards Committee 17 June  |
| 10. | YLCA                              | Email - Big Lottery - funds to raise awareness of threatened wildlife or places.                            |

11.	NALC	Email – courses: Localism Bristol + York, Leadership Coventry, Larger councils Coventry, Asset transfer Cheltenham
12.	YLCA	Email – summary of coalition programme for government
13.	Steve Shaw	Email - Re Sustainable Communities Act Amendment Bill
14.	WYPTE	Email – Newsletter
15.	YLCA	Email – RISS website targeting voluntary and community groups in rural areas
16.	YLCA	Joint annual meeting + annual report
17.	WMDC	Wakefield Street Design Guide – Early Engagement see: <a href="http://www.wakefield.gov.uk/streetdesignspd">www.wakefield.gov.uk/streetdesignspd</a>
18.	Dogs for the Disabled	Summer Open Day at Nostell Priory Saturday 3 July
19.	Pontefract Town Centre Partnership	Invitation to celebration of 1484 Pontefract Charter 11am to 4pm 28 July 2010
20.	Dura-sport	Play area publicity
21.	NALC	Email – courses: Localism York, Leadership Coventry, larger councils London, clerks’ lunch Cheltenham
22.	WMDC	Agenda for Standards Committee 8 July
23.	Col/English Heritage	Email – Church buildings at risk
24.	J Parker	Bulb catalogue
25.	YLCA	Election of parish representative to WMDC Standards Committee
26.	Newmillerdam C&CA	Invitation to celebrate achieving village green status 17 July
27.	WMDC	2011 Census: Councillor Handbook

**Resolved:** (1) That the Council’s nomination for the Standards Committee be forwarded to Wakefield MDC (25).

(2) That the Chairman attend the Newmillerdam Village Green event (26).

(3) That the remaining items be noted.

#### 108. TO DISCUSS PLANNING MATTERS

The Parish Council discussed the planning applications before them.

**Resolved:** That the Clerk submit objections to applications in respect of the Pump House, Durkar Lane (10/01107), new car dealership, Calder Park (10/01102) and conservatory to rear, La Fortezza (10/01071) on the grounds agreed.

**Councillor Mrs Platten left (9.30 pm) and rejoined (9.37pm) the meeting during the consideration of the above item**

#### 109. TO CONSIDER PREMISES LICENCE FOR UK PIZZA AND KEBABS

Members discussed the application vary the licence at UK Pizza and Kebabs by adding the sale of alcohol.

**Resolved:** That the Clerk submit an objection on the grounds of adverse effect on crime and disorder, public safety, public nuisance and protection of children from harm.

#### 110. TO AGREE DATE FOR MEETING WITH WAKEFIELD MDC HIGHWAYS

**Resolved:** That a meeting with Wakefield MDC to consider highways works 2010/11 be held at 7.00pm on 29 July at Hall Green Community Centre.

#### 111. TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS

District Councillor Mrs Drysdale provided information about the WMDC highway resurfacing programme, development at the old mill site at Hollingthorpe, an impending Sect 215 notice at Haveroid Lane, fly infestation at Hall Green, proposed area forums and proposed works at Newmillerdam Country Park.

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

**Councillor Crompton left the meeting (9.46 pm)**

**112. UPDATE ON PARISH MATTERS**

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

**Resolved:** That the Clerk seek an update on the blocked gullies at Junction 39.

**113. TO RECEIVE PARISH MATTERS**

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

- (a) The base of the war memorial in the cemetery requires attention.
- (b) Golden river survey requested for Durkar Lane.
- (c) Overhanging branches require cutting back on Durkar Low Lane
- (d) Action taken re noise at Crigglestone Working Men's Club
- (e) Memorial planter at Durkar Stone requires attention
- (f) Gully cleaning carried out on Saturdays when cars parked on roads

**Resolved:** (1) That WMDC be approached re (a) and (f).  
(2) That the golden river survey be considered at the September meeting.  
(3) That the Clerk pursue (c) and (e).

**114. TO DISCUSS COMMUNITY HERO 2010 SELECTION PROCESS**

The Clerk suggested a timetable for the selection of a Community Hero for 2010.

**Resolved:** (1) That the Community Hero Committee meet in September.  
(2) That the nomination form be issued on the next newsletter in October.  
(3) That the Committee's recommendation be presented to the Parish Council in December 2010 with a presentation in January 2011.

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

**Resolved:** That the Clerk contact Dr Chowcat to update parish items for the press.

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

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

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

**Resolved:** That the June 2010 Parish Council minutes be placed on the website.

**118. TO DISCUSS DELEGATION OF AUTHORITY DURING AUGUST**

**Resolved:** That any issue arising during July/August that is an emergency be authorised by the Clerk in consultation with the Chairman and Vice Chairman and reported to the September meeting for ratification.

**119. 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 September 2010.

**IN PRIVATE**

No items.

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

DATE \_\_\_\_\_

# **CRIGGLESTONE PARISH COUNCIL PUBLIC PARTICIPATION SESSION**

**7.00 pm Crigglestone Village Institute, Tuesday 6 July 2010**

A representative of the 45<sup>th</sup> Durkar Scouts attended and gave details of their proposals for the Scout Hut behind the Nursery School on High Street. The group now had some 60 members and 10 leaders. There had been problems with the roof and they felt the current building was not fit for purpose. It was therefore proposed to seek funding to build a permanent two-storey building on the site, possibly in conjunction with another group. Access would be via the footpath to the side of the Nursery School. Plans had been prepared and funders approached, but it appeared that the present Trust Deed in favour of the Parish Council would inhibit their chances of funding. The Scouts would like to meet the Parish Council to discuss the matter. The representative also noted that they had new members on their management committee who were keen to take the matter forward.