

CRIGGLESTONE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6 MARCH 2012

Present: Councillors: Mrs C Binns, Mrs J Craven, P Crompton, P Daniels, J Garthwaite, J Peebles, Mrs C Platten, A Roe and Mrs M Skinner.

District Councillor: Mrs J Drysdale.

Apologies: Councillors Mrs D Margrave and K Wainwright.

332. APOLOGIES FOR ABSENCE

Apologies were accepted.

333. DECLARATIONS OF INTEREST

None.

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

None.

335. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 7 FEBRUARY 2012

Resolved: That the minutes of the meeting held on 7 February 2012 be approved as a correct record.

336. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

The Clerk noted a meeting with Peel (Minute 321 2011/12) had yet to be arranged.

337. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

That members of the press and public be excluded from the meeting following item 23.

In the absence of a Police representative Agenda Item 7 would be taken later.

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

The minutes of the meeting held on 21 February had been circulated. Quotations to resurface a path in Betty Eastwood Park had been received.

Resolved: (1) That the report be noted.

(2) That the quotation from T & D for resurfacing the path from the path to Manor Farm Road in the sum of £550.00 be approved.

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

The Responsible Financial Officer gave a verbal report on the meeting held on 27 February. The Committee had discussed health and safety inspections, risk assessments, the asset register, financial regulations, financial controls and internal audit.

Resolved: (1) That the financial regulations be updated to show references to the Accounts and Audit Regulations 2011.

(2) That the amended financial control checklist be approved.

(3) That Ian Thompson be appointed as internal auditor.

(4) That the revised letter of appointment and internal audit plan be approved.

340. TO RECEIVE REPORT ON RIGHTS OF WAY MATTERS

The Clerk reported that officers of Wakefield MDC hoped to address issues at footpath 24 as discussed at a meeting with Committee members in December.

Resolved: That further discussions be welcomed.

341. TO DISCUSS HALL GREEN COMMUNITY CENTRE

Councillor Mrs Binns noted that the asphaltting was still awaited but new interior blinds had been installed. The junior youth club was thriving but the opening of the senior project had been delayed until September. Works to the windows and guttering had been carried out but a new fascia was required.

Resolved: (1) That the report be noted.

(2) That D Austerberry supply and fit a plastic fascia at a cost of £140.

342. TO SIGN CHEQUES ON BEHALF OF THE VILLAGE INSTITUTE CHARITY COMMITTEE

The Responsible Financial Officer presented the following for payment:

	£
A Gordon – salary	293.78
K Stocks – salary	192.52
YPO	59.82
R Sunderland	45.00

Resolved: That the accounts be approved for payment.

PS Day arrived (7.25pm)

343. TO APPROVE PAYMENT IN RESPECT OF MUSIC LICENCES

The Responsible Financial Officer reported that the cost of the licence exceeded that previously suggested.

Resolved: That payment to the PRS in the sum of £136.39 in respect of music licences be approved.

344. POLICE REPORT

PS Day circulated a report which showed that 35.5 hours had been worked on the Safe Scheme in February. Police officers had worked 32.5 hours and PCSOs 3 hours in the month. A total of 34 incidents had been recorded, an increase from January.

Recorded crimes included eight house burglaries: in Crigglestone, Newmillerdam and Chapelthorpe. In two of these cases, Europrofile locks were attacked and in one case glass was removed from wooden windows to gain entry. Other burglaries included incidents at a summerhouse at Chapelthorpe, a shed at Newmillerdam and the Cedar Court Hotel.

There were six reports of damage to property in Crigglestone and two to vehicles (Crigglestone and Hall Green), one theft from a vehicle at Calder Park and an attempted theft of a vehicle at the same location. Four other thefts were reported at the Cedar Court Hotel and at a contractor's site at Denby Dale Road. Nine calls about anti-social behaviour were received and two nuisance motorcycle calls. On the Safe Scheme traffic officers had addressed Wood Lane where four fixed penalty tickets and two speed awareness tickets had been issued, and Denby Dale Road where one fixed penalty ticket, one speed awareness ticket and one verbal warning were issued. Other tickets were issued for no tax disc. On two occasions youths under 18 were found with alcohol which was discarded by police.

PS Day noted a further meeting with highways officers, and a new refuge on Barnsley Road had been suggested to discourage speeding, together with signage and other measures to improve the situation at the top of Hollin Lane. He requested intelligence on the timing of HGVs using illegal routes.

PS Day reiterated his plans to involve more officers dedicated to the scheme, working with licensed premises and schools for instance.

Priorities for March would be speeding/parking issues at Stoney Lane and burglaries, to be addressed by patrolling in the early hours.

With regard to the letter received from the Police about the Safe Scheme 2012/13, PS Day said the carry forward would be in the region of £1,000. It was agreed to consider the funding of the scheme in 2012/13 under financial items.

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

(2) That any outstanding balance on the Safe Scheme as at 31 March 2012 be transferred into 2012/13.

PS Day left (8.10pm)

345. TO DISCUSS COMMUNITY-LED PLAN MATTERS

Minutes of the meetings of the Committee and the Steering Group had been circulated.

Resolved: (1) That the minutes be noted.

(2) That the Clerk pursue the issue of 0844 phone numbers for medical services.

346. FINANCIAL MATTERS: TO APPROVE BUDGET VIREMENTS

The Responsible Financial Officer gave details of the 2011/12 budget and recommended virements to reflect the current financial position. Members discussed the funding of the Police Safe Scheme for 2012/13 bearing in mind the carry forward already approved under the Police item. Concerns were raised regarding the recent lack of communication with the Police between meetings especially since the discussion held in December 2011 when additional involvement with councillors was promised.

Resolved: (1) That the proposed virements be approved.

(2) That a contribution to the Safe Scheme for 2012/13 of £7,000 be approved.

(3) That the situation be monitored over the financial year.

(4) That a half-yearly spread sheet record of spending be requested.

347. FINANCIAL MATTERS: TO APPROVE THE PAYMENT OF ACCOUNTS

The Responsible Financial Officer presented the following for payment:

	£
Clerk – salary + expenses	435.39
Responsible Financial Officer - salary + expenses	213.17
Cultrix – domain name	26.40
YLCA subscription	854.00
YPO stationery	55.01

Resolved: That the accounts be approved for payment.

348. CORRESPONDENCE

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| 1. | Historic Towns Forum | Email - Newsletter |
| 2. | NALC | Email – LCR online newsletter x 2 |
| 3. | CPRE WY | Email - Newsletter |
| 4. | VAWD | Email - Invitation to a Wakefield Assembly community centre network planning meeting 15 March 10 – 12noon |
| 5. | Mayor of Wakefield | Email – Invitation to Craft Fair, Outwood Memorial Hall Saturday 17 March 10am – 4pm |
| 6. | Wakefield Tree wardens | Email -Eco Day event on 1st March at Agbrigg Community Centre. |
| 7. | YLCA | Email – re prayers at council meetings |

8.	West Bretton PC Clerk	Email – West Bretton offers moral support to Sitlington PC's ideas but without making any commitment at this early stage.
9.	YLCA	Email – NALC call for evidence of local council precept increases
10.	WMDC via Cllr Colley	Email – For info: Traveller Religious Mission Durkar provisional booking Saturday 12/5/12 to Thursday 17/5/12
11.	Crigglestone St James School	Email – thank you for grant
12.	Glenn Bruce	Email – details of Bruce family
13.	Mary Creagh MP	Email – Newsletter
14.	WMDC	Email – Agenda for Council 1 March
15.	SLCC	Email – Training courses
16.	WMDC	Cold Homes Action Project
17.	The Mayor	Invitation to At Home pm 29 March 3pm -5pm at Town Hall
18.	WMDC	Wakefield Street Design Guide – Notice of Adoption
19.	Clerks & Councils Direct	Magazine
20.	The Mayor	Re Mayor's Charity Ball 23 March
21.	St James PCC	Thanks for donation towards Parish Link pages
22.	Fields in Trust	Email - Queen Elizabeth II Fields Challenge - A Celebration for the Diamond Jubilee
23.	Historic Towns Forum	Email – Retail – the High Street review
24.	David Ramsbotham	Email – Invitation to sign petition against wind turbines
25.	YLCA	Email – NALC: no pay offer for 2012/13
26.	VAWD	Pick and Mix Funding Event 28 March Wakefield Town Hall
27.	SLCC	The Clerk magazine
28.	L Tranter	Request for assistance towards Guiding trip

Resolved: (1) That the Clerk attend the SLCC conference at York at a cost of £65.
(2) That the remaining correspondence be noted.

349. TO DISCUSS PLANNING APPLICATIONS/UNAUTHORISED USES

A schedule of applications and decisions had been circulated. It was noted that the application for 252 dwellings off Durkar Lane might be considered at the Planning and Highways Committee in April and further advice regarding air quality and drainage matters was requested. It was noted that the refusal decision at 422 Denby Dale Road East had been appealed. Members were advised that legal action was proceeding in respect of car sales at 354 – 360 Denby Dale Road but that there were no contraventions of uses at 433 Denby Dale Road East.

Resolved: (1) That the schedule of applications be noted.
(2) That the Clerk write to the Wakefield Council Director of Public Health requesting a meeting to discuss air quality matters.
(3) That meeting with Yorkshire Water be sought in respect of the Durkar Lane site.
(4) That representations be submitted regarding the clearance of the site subject to appeal at 422 Denby Dale Road East.

350. TO RECEIVE UPDATE ON HEDGEROW MATTERS

The Clerk gave details of actions taken by Wakefield Council to ensure the replacement of the hedge that had been removed at the Mercedes dealership.

Resolved: That the report be noted.

351. TO NOTE MEETING SCHEDULED WITH HIGHWAYS AGENCY

A meeting with the Highways Agency was scheduled for 8 March and Councillors Mrs Craven and Roe would attend.

352. TO DISCUSS FUNDING AVAILABLE FOR ACCESS BUS SERVICE

The Clerk reported that Councillor Mrs Margrave had made enquiries about funding to improve access to medical services. It was suggested an urgent application to Metro might be required.

Resolved: That the Clerk, in consultation with Cllr Mrs Margrave, be delegated to investigate the matter further and submit a funding application if appropriate.

353. TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS

District Councillor Mrs Drysdale said she hoped Community Payback might help with litter picking, painting and fencing at the All Blacks ground and noted that Wakefield Council would be allocating additional funding to highway improvements. She also hoped to have a meeting in respect of the Calder Park Nature Reserve.

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

354. UPDATE ON PARISH MATTERS

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

Resolved: *That standing orders be suspended to allow the meeting to continue (9.15pm)*

355. TO RECEIVE PARISH MATTERS

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

- a) When will Stoney Lane be resurfaced?
- b) Potholes still remain at the Red Kite roundabout

Resolved: (1) That the Clerk enquire about (a)
(2) That the Clerk write to Councillor Box regarding the state of the road surface at the roundabout (b)

356. PRESS REPORTS – ITEMS FOR PUBLICATION

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

357. TO CONSIDER INPUT FOR PARISH LINK MAGAZINE

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

358. TO APPROVE ITEMS FOR THE PARISH COUNCIL WEB SITE

Resolved: That the February 2012 Parish Council minutes be placed on the website.

359. TO DISCUSS AND APPROVE TIMING/FREQUENCY OF NEWSLETTER ISSUES

The Responsible Financial Officer requested guidance in respect of the timing and frequency of newsletters. In recent years there had been only two issues although the budget allowed for more. She suggested that future newsletters might be published in February, June and October.

Resolved: That the newsletter be published as proposed.

360. TO DISCUSS DELIVERY OF NEXT NEWSLETTER

The Responsible Financial Officer gave details of services offered by Royal Mail whereby deliveries could be made to residences and businesses within specified postcodes and timescales at a cost of £500.

Resolved: That Royal Mail be used for delivery of the next newsletter.

361. 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 7.05pm on Tuesday 3 April 2012.

IN PRIVATE

362. TO CONSIDER QUOTES TO UPDATE THE PARISH COUNCIL WEBSITE

The Clerk had circulated quotes for the modernisation of the Council's website.

Resolved: That the quotation from Cultrix, to include a slideshow, be approved in the sum of £1,875.00, with 50% to be paid on submission of order.

SIGNED _____
CHAIRMAN

DATE _____

**CRIGGLESTONE PARISH COUNCIL
PUBLIC PARTICIPATION SESSION**

7.00 pm Tuesday 6 March 2012

No members of the public were present.