

# CRIGGLESTONE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9 APRIL 2013

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

**District Councillor:** I Sanders and L Kirkpatrick

**Apologies:** Councillor Mrs C Binns, District Councillor Mrs Drysdale

**366. APOLOGIES FOR ABSENCE**

Apologies were accepted.

**367. DECLARATIONS OF INTEREST**

None.

**368. TO CONSIDER REQUESTS FOR DISPENSATIONS UNDER S33 OF THE LOCALISM ACT 2011**

None received.

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

None.

**370. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 5 MARCH 2013**

**Resolved:** That the minutes of the meeting held on 5 March 2013 be approved as a correct record.

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

None.

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

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

**373. POLICE REPORT**

PCSO Maguire attended and circulated a report which showed that 43.3 hours had been worked on the Safe Scheme in March. Police officers had worked 35 hours and PCSOs 8.3 hours. A total of 54 incidents had been recorded compared with 32 in February.

Speeding checks had been carried out on Denby Dale Road, Barnsley Road, Wood Lane and Durkar Lane resulting in four tickets, eight verbal warnings, 12 speed awareness courses and two Vehicle Defect Rectification forms. Six patrols had been conducted including two foot patrols. These covered Durkar, Painthorpe, Hall Green and Crigglestone. One parking ticket was issued.

There were two house burglaries at Durkar and Calder Grove and one burglary of building materials on Boyne Hill. A theft of a vehicle was reported at Calder Grove when a prospective buyer drove off in the car he was inspecting. There was an offence of aggravated vehicle taking at Hollin Drive, two thefts from vehicles at Newmillerdam and five damages to vehicles.

A total of 26 instances of anti-social behaviour were reported, both youth and adults, at Durkar, Crigglestone and Hall Green.

Priorities for April would be speeding on Denby Dale Road at Calder Grove and Fishponds Lane, drink/driving across the parish and anti-social behaviour at Painthorpe.

**Resolved:** That the Parish Council thank PCSO Maguire for her report and the good policing of the area.

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

Minutes of the meeting held on 5 March had been circulated and it was noted that additional hanging baskets were to be sponsored in Newmillerdam. Members noted locations where unauthorised burning of commercial rubbish was taking place: this had been reported to the Environment Agency. Further to Min 343 (2012/13) the police had issued letters to properties adjoining Betty Eastwood Park with regard to fly tipping. The works resulting from the tree assessment in November 2012 had been implemented.

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

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

The Committee would next meet on 16 April 2013.

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

There was nothing to report.

**377. TO DISCUSS HALL GREEN COMMUNITY CENTRE MATTERS**

Councillor Wainwright reported that pest control officers had dealt with a further vermin problem at a cost of £127.20. Councillor Mrs Craven had undertaken health and safety checks at the Centre which would be reported to the Health & Safety and Finance Committee.

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

(2) That the payment of £127.20 to Wakefield Council in respect of pest control be approved.

**378. FEEDBACK FROM MEETINGS**

Details were given of the YLCA Employment course attended by Councillor Mrs Craven and the course on the Freedom of Information Act attended by the Clerk.

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

**379. TO CONSIDER VILLAGE INSTITUTE CHARITY COMMITTEE MATTERS**

The Committee had met before the Annual Parish Meeting and had discussed matters relating to the running of the Institute, health and safety checks and repair and maintenance issues.

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

**380. TO RECEIVE THE CLERK'S REPORT**

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

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

(2) That the Clerk pursue issues as discussed.

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

The Responsible Financial Officer presented the following for payment:

	£
Clerk – salary + expenses	431.92
Responsible Financial Officer - salary + expenses	236.01
HMRC PAYE	363.60
DC Print - newsletter	380.00
T&D Contractors – BEP grounds maintenance contract	1,824.00
T&D Contractors – tree works	216.00
Xerox	21.67
LCR Subscription	16.00

Wakefield Council – BEP rent	25.00
Wakefield Council – Annual bin collection	119.56
YLCA - training	70.00

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

### **382. FINANCIAL MATTERS: TO CONSIDER POLICE SAFE SCHEME 2013/14**

The Clerk had received a letter from the Police regarding the carry-over of funds from 2012/13. It was confirmed that the balance remaining was £217.58 and that £8,000 had been approved in the budget for 2013/14. Concerns were raised regarding communication issues with the Police and Members felt another meeting with Inspector Clare would be appropriate.

Resolved: (1) That the balance on the Safe Scheme as at 31 March 2013 be transferred into 2013/14.

(2) That support for the Safe Scheme in 2013/14 be confirmed as £7,800.

(3) That a meeting with Inspector Clare be requested.

### **383. FINANCIAL MATTERS: TO CLARIFY PRECEPT MATTERS**

The Responsible Financial Officer noted that parishioners' council tax bills had shown an increase of 8.6% for the Parish Council although the precept had been fixed at a standstill level of £49,000. She explained that the increase was due to the introduction of the Local Tax Support Scheme which resulted in more households benefiting from the Scheme and therefore less households being responsible for paying the tax. This meant that, whilst the precept had remained the same, there were fewer properties from which to collect it, hence the small rise in the level of tax.

Resolved: (1) That the report be noted.

(2) That the explanation be promoted on the website and in the next newsletter.

### **384. CORRESPONDENCE**

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|-----|---|---|
| 1.  | Fields in Trust                         | Email - Ezine   |
| 2.  | YLCA                                    | Email - Community libraries – Learning from Experience, My Community Rights advice service, Big Society frequently asked questions, Who's Who in Yorkshire & Humber – seminar, NALC Briefing – L G Finance Settlement |
| 3.  | CPRE                                    | Email - Say no to more cables and masts spoiling beautiful landscapes   |
| 4.  | NHS                                     | Meeting the Challenge public consultation on changes to local health services Public meetings incl Tuesday 14 May 7pm Wakefield Town Hall   |
| 5.  | L Firth                                 | Email – Dog fouling on High Street  |
| 6.  | Mid Yorkshire Hospitals NHS             | Email – Do you want to help shape the future of local health services? Join stakeholder forum   |
| 7.  | NALC                                    | Email – Conference 'Putting Communities First   |
| 8.  | Northern Gas Networks                   | Email – Stakeholder workshop to address fuel poverty and carbon monoxide awareness. York 26 March   |
| 9.  | YLCA                                    | Email – Info note: NALC Survey on Impact of Council Tax Benefit Changes, Community Learning In Rural Areas – new report, Funding News – Community Rights Grant, Latest NALC Briefings, Latest Parish Clerk vacancies  |
| 10. | Office of Police and Crime Commissioner | Email - 'Like' us on Facebook - Office of the Police and Crime Commissioner West Yorkshire or 'Follow' us on Twitter - @WestYorksOPCC   |
| 11. | Mary Creagh                             | Email - update  |
| 12. | YLCA                                    | Email – Induction/development day for newer clerks  |

13.	LCR	Magazine
14.	WMDC	Email – Agenda for Council meeting 20 March
15.	CPRE	Email - Spring newsletter
16.	YLCA	Email – Electronic Annual Returns
17.	R Walton	Email – Re mud on Denby Dale Rd at Calder Grove (referred to Cllr Kirkpatrick)
18.	Mary Creagh	Email – News update
19.	YLCA	Email – NALC Survey Summary Note - Impact Of Localisation of Council Tax Support Scheme On Local Councils
20.	RAY	Email - Ebulletin
21.	Post Office	Re consultation – new operator not to progress application to operate the new branch. Branch will continue at present site.
22.	LCR	Email – LCR online
23.	YLCA	Email – DCLG updated guidance
24.	F4F	Email – Fundraising for community groups online course
25.	Mary Creagh	Email - newsletter
26.	Police and Crime Commissioner	Email - Police and Crime Plan 2013-2018
27.	SLCC	Email - News bulletin
28.	Mary Creagh	Email - newsletter
29.	CPRE	Countryside Voice and Fieldwork magazines
30.	Re-Connect	Email – Ring and Ride statistics
31.	WMDC Street Scene	Email – response to resident's letter re litter opp Lord Nelson and on Hollin Lane. Location is being monitored
32.	YLCA	Email – Proposal that NALC and HM Government could work in partnership to encourage parish and town councils to work with their communities to boost local economic development.
33.	Historic Towns Forum	Email – Planning update
34.	CPRE	Email – Includes ‘Stop planning becoming a developers’ charter’
35.	Mary Creagh MP	Email - newsletter
36.	WMDC via Cllr Kirkpatrick	Email - Highway surface dressing works, Denby Dale Road, from the M1 Junction 39 to the Asdale Road

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

### **385. TO DISCUSS PLANNING APPLICATIONS/DECISIONS**

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

### **386. TO DISCUSS FLOODING MATTERS AT HOLLINGTHORPE LANE**

District Councillors agreed to follow this up.

### **387. TO DISCUSS REFUSAL TO PROVIDE A LITTER BIN ON DURKAR LANE**

Councillor Crompton had written to say that a local resident had asked for a litter bin be installed on Durkar Lane but Wakefield Council had turned the request down.

**Resolved:** That the Clerk follow up the request with Wakefield Council.

**388. TO DISCUSS M1 NOISE MATTERS**

The Clerk read an email from a local resident who was concerned about noise levels in the vicinity of the M1.

**Resolved:** That the resident be invited to attend a meeting with a group of Parish Councillors in the near future.

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

Councillor Sanders informed Members that there was further interest in the wind farm proposal at Woolley. He had visited Betty Eastwood Park and noted the Police initiative to discourage fly tipping in the Park. Having attended the recent Rural Area Forum, he noted that the Rural ward was the safest in Wakefield District. Councillor Kirkpatrick drew attention to proposals that could be submitted for highway repairs in 2013/14. He also referred to the White Rose Credit Union's House Proud Loans which were interest free loans for home improvements and efficient boilers. He advised postal voters to ensure they re-registered in 2013

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

**Councillor Mrs Craven left the meeting (9.21pm)**

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

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

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

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

**Councillor Mrs Craven rejoined the meeting (9.24pm)**

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

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

**393. DATE, TIME AND PLACE OF THE NEXT MEETING**

**Resolved:** That the annual meeting of the Parish Council be held in the Village Institute, High Street, Crigglistone at 7.00pm on Tuesday 7 May 2013.

**IN PRIVATE**

**394. TO RECEIVE THE REPORT OF THE PERSONNEL COMMITTEE**

The minutes of the meeting of the Personnel Committee meeting held on 21 March had been circulated. The Clerk reported on the Responsible Financial Officer's probationary review and recommended that Jayne Venables be confirmed in post. Miss Venables informed Members that, due to unforeseen circumstances, she had tendered her resignation. The Committee had also discussed disciplinary and grievance procedures and had adapted a NALC template for the Council.

**Resolved:** (1) That Jayne Venables be confirmed in post.  
(2) That Miss Venables' resignation be accepted.  
(3) That the Personnel Committee recruit to the Responsible Financial Officer/Assistant Clerk post.  
(4) That the adapted NALC Disciplinary and Grievance policies be adopted.

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

DATE \_\_\_\_\_

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# **CRIGGLESTONE PARISH COUNCIL PUBLIC PARTICIPATION SESSION**

**Tuesday 9 April 2013**

No members of the public attended for this session.