

CRIGGLESTONE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6 OCTOBER 2009

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

Apologies: Councillor D Pimm, District Councillors Mrs J Drysdale, J Colley, B Denson.

138. APOLOGIES FOR ABSENCE

Apologies were accepted.

139. DECLARATIONS OF INTEREST

None.

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

The Chairman welcomed Councillor Helen Kirkpatrick from Sitlington Parish Council as an observer at the meeting.

141. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 1 SEPTEMBER 2009

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

142. MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY

Further to Minute 121 09/10 the Clerk noted that Andrew Fowler at WMDC was pursuing land searches in respect of paths at Dennington. She also noted that she had referred the state of the play area at Hollin Lane to WMDC with no response to date. Further to Minute 122 09/10 Councillor Wainwright reported that the Teddy Bear Club had withdrawn their application for funding towards a storage container.

143. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

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

144. POLICE REPORT

PC Laybourne noted that 21 crimes had been recorded in September and reported that 38 Safe Scheme hours had been spent in the Parish in the month. He noted that following concerns, priority had been given to problems caused youths congregating to the rear of the Village Institute and anti social activities at Slack Lane, Newmillerdam. A total of 29 youths had been subject to 'Stop and account' legislation, many from patrols in Betty Eastwood Park and at the Institute. Three people and their vehicle were searched under the Misuse of Drugs Act at Newmillerdam car park leading to an arrest for cannabis possession. Controlled drugs were also found when a man was arrested for speeding on Denby Dale Road. The vehicle and the suspect's home were later searched leading to the location of further drugs and a considerable sum of cash.

Checks had been made at the Co-op at Hall Green and at the Kingfisher Restaurant at Calder Grove for vehicles causing obstruction/indiscriminate parking. As a result four fixed penalty tickets were issued and seven motorists were warned. One youth was reported for careless driving on High Street, Crigglestone whilst riding his motorcycle on one wheel, and another who was seen to ride with both hands off the handlebars turned out to be a driving instructor. He was subsequently reported for summons.

Regarding continuing speeding concerns, 21 endorsable fixed penalty tickets had been issued to motorists for exceeding speed limits and 16 motorists were warned. One driver was reported for summons for travelling at 82 mph on Denby Dale Road.

PC Laybourne recognised problems, raised by Members, staff and users, regarding youths congregating, graffiti and litter around the Village Institute and he said patrols would be increased in the area.

Priorities for October would be speeding on Durkar Lane and Denby Dale Road in addition to youths congregating at the Village Institute and Hall Green Community Centre.

Resolved: (1) That the Parish Council thank PCs Laybourne and McMahon for the good policing of the area.

(2) That the Safe Scheme payment of £2,500 in respect of October, November and December 2009 be approved.

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

The meeting called for earlier in the evening was not quorate. A new date would be sought.

146. TO RECEIVE REPORT FROM THE HEALTH AND SAFETY COMMITTEE

The minutes of the meeting held on 28 September were tabled. The Clerk noted matters related to the annual health and safety checks, the updating of the risk assessment and feedback from a SLCC course she had attended. It was noted that Kevin Holliday had been asked to carry out urgent investigation works at Hall Green Community Centre.

Resolved: (1) That Richard Sunderland be instructed to carry out a full discharge test of the emergency exit lights.

(2) That two quotes be sought for work to the verge pointing and gutters/fall pipes at the Institute.

(3) That the regular user agreement be amended to strengthen fire procedures and to prohibit the use of bouncy castles in the Institute.

147. TO RECEIVE REPORT FROM THE RIGHTS OF WAY COMMITTEE

There was nothing further to report.

148. TO DISCUSS HALL GREEN COMMUNITY CENTRE

Councillor Wainwright reported that the Centre had been closed following the sighting of vermin and an offensive smell. Wakefield MDC Pest Control officers had attended and Community Payback had provided a team to clear the storeroom which appeared to be the source of the problem. As noted in minute 146 above, a builder had then carried out investigation work which revealed major drainage problems possibly involving adjoining premises. The Responsible Financial Officer reported that the Council's insurance policy would appear to cover the matters identified.

Resolved: (1) That an insurance claim be pursued.

(2) That Kevin Holliday carry out additional work to allow Environmental Health officers to investigate further.

(3) That proposals for Community Payback to rebuild the wall to the rear of the Centre be deferred.

149. PARISH PLAN

A note of the Steering Group meeting on 29 September was tabled. The Clerk noted that the Awards for All application had been turned down as a repeat of the grant awarded in 2003. The Group agreed to pursue an outline application to the Reaching Communities Fund and, if this was not successful, that the Parish Council should decide whether to fund a new Plan itself or take no action.

Resolved: That the report be noted.

150. FEEDBACK FROM MEETING WITH PEELS

Councillor Daniels noted that another useful meeting had taken place with representatives of the Calder Park developers. There had been a general update on new buildings and discussions on transport, drainage and conservation issues.

Resolved: That the report be noted.

151. FINANCIAL MATTERS: TO APPROVE PAYMENT OF ACCOUNTS

The Responsible Financial Officer presented the following for payment:

	£
Clerk salary + expenses + back pay	470.37
Responsible Financial Officer salary+ expenses + back pay	251.96
Former RFO Back pay	1.54
Inland Revenue - tax	249.19
Xerox	10.37
SLCC Enterprises Ltd - Clerk training	165.60
WY Police – Safe Scheme	2,500.00
R Sunderland	57.00
T & D Contractors	4,889.80
K Holliday – works at Hall Green Community Centre	95.00

Resolved: That the accounts be approved for payment.

152. FINANCIAL MATTERS: TO APPROVE QUARTERLY ACCOUNTS

The Responsible Financial Officer presented the balance sheet for the period 11 June to 16 September 2009.

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.

153. FINANCIAL MATTERS: TO RECEIVE SIX MONTHLY BUDGET REPORT

A six-month budget report had been circulated and the Responsible Financial Officer noted that she would present a further report in January 2010.

Resolved: That the report be noted.

154. TERMS OF REFERENCE FOR FINANCE AND AUDIT COMMITTEE

Draft terms of reference and standing orders for a Finance and Audit Committee had been circulated. Such a committee had been recommended by the external auditors.

Resolved: That the terms of reference and standing orders for the Finance and Audit Committee be approved.

155. APPOINTMENT OF MEMBERS TO THE FINANCE AND AUDIT COMMITTEE

Resolved: (1) That Councillors Peebles, Daniels, Mrs Craven, Mrs Skinner and Wainwright be appointed to the Finance and Audit Committee for the 2009/10 municipal year.

(2) That the inaugural meeting of the Finance and Audit Committee be held at 6pm on Tuesday 20 October 2009.

156. VILLAGE INSTITUTE MATTERS

Village Institute Trustees' minutes dated 1 September 2009 had been circulated.

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

157. APPOINTMENT OF REPRESENTATIVE TO SANDAL CHARITIES

Resolved: That Mr Ian McCourt be appointed as the Council's nominated trustee for a further four years from 1 October 2009.

158. CORRESPONDENCE

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| 1. | Unlock Democracy | Sustainable Communities Act |
| 2. | WY Police Authority | Summer Newsletter |
| 3. | CPRE | Re Green Transport and Local Democracy, Economic Development and Construction Bill |
| 4. | SLCC | Paper Chase course –York 23 Nov £95 |
| 5. | Coalfields Regen Trust | Grants of £500 - £5,000 available to local groups |
| 6. | SLCC S Yorks branch | Course at Aston-cum-Aughton- Admin best practice £10 |
| 7. | YLCA | Employment issues for small councils £35 Course at Pickering, Skipton, or Northallerton |
| 8. | WMDC | Re dog fouling |
| 9. | WMDC Legal Services | Footpath no 34 – apologies for error in notice – should read Hollin Drive + Plans on site removed |
| 10. | Mid Yorkshire Hospitals NHS Trust | AGM 24 September 2009 - poster |
| 11. | WMDC | Wakefield Speaks 3 October Glasshoughton |
| 12. | Mayor's Office | Evening of Remembrance Friday 6 Nov |
| 13. | BT | Invitation to adopt red telephone box o/s Scout Hut, Barnsley Rd, Newmillerdam |
| 14. | YLCA | NALC awards, Planning Portal, revised standing orders |
| 15. | YLCA | Courses: Councillor Skills £35: Skipton 27 Oct, Elvington, 11 Nov, In the Chair £105 York 23 Nov email |
| 16. | NALC | Learning Seminar - Quality Councils 30 Oct Aylesbury Free |
| 17. | YLCA | Wakefield Branch meeting 12 Nov South Kirkby |
| 18. | YLCA | Election of parish rep to WMDC Standards Committee |
| 19. | Rural Action Yorkshire | Notice of AGM 21 November |

Resolved: (1) That the Clerk attend the SLCC conference at a cost of £95 + VAT (4).
(2) That the RFO attend the SLCC S Yorks course at a cost of £10 (6)
(3) That Councillor Peebles attend the Evening of Remembrance on 6 November (12)
(4) That the letter from BT regarding the red telephone box be referred to the Newmillerdam Community and Conservation Association. (13)
(5) That the YLCA be informed of the Council's nomination (18)
(6) That the remaining correspondence be noted.

159. PLANNING APPLICATIONS

The Parish Council noted the planning applications before them.

Resolved: That the Clerk submit an objection to application no 09/01813, change of use at 588 Denby Dale Road, Calder Grove on the grounds discussed.

160. TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS

The Clerk tabled two messages from District Councillor Colley regarding the drainage system on the Fishponds estate; works at Slack Lane, Newmillerdam; traffic calming measures at Fishponds Drive, South View and Durkar Lane; and parking at the lay-by adjoining Harratts.

Resolved: That Councillor Colley be thanked for his input.

161. UPDATE ON PARISH MATTERS

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

162. PARISH MATTERS

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

- (a) Proposed pedestrian refuge at Church Lane, Chapelthorpe – more information required.
- (b) Copy correspondence re accident at Baptist Hill: vehicle crossed footway into fence – danger to pedestrians.
- (c) DeFRA consultation re noise action plans
- (d) New 08444 telephone numbers for doctors' surgeries are time wasting and expensive

Resolved: (1) That items (a) and (b) be pursued with Wakefield MDC.
(2) That (c) be pursued by Council Crompton.
(3) That concerns re (d) be referred to the Secretary of State for Health.

Councillor Wainwright left the meeting (9.03pm) and returned (9.04)

163. TO CONSIDER INPUT FOR PARISH LINK MAGAZINE

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

164. TO APPROVE ITEMS FOR THE PARISH COUNCIL WEB SITE

Resolved: That the September 2009 Parish Council minutes be placed on the website.

165. PRESS REPORTS – ITEMS FOR PUBLICATION

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

166. TO CONSIDER NEXT NEWSLETTER

The Clerk tabled a draft newsletter which would carry the Community Hero Award nomination form on the back. Members considered the content of the newsletter in view of matters discussed earlier in the meeting.

Resolved: That subject to the inclusion of items as discussed the newsletter be agreed.

167. TO DISCUSS ARRANGEMENTS FOR REMEMBRANCE SUNDAY – LAYING OF WREATHS

Resolved: That Councillor Daniels lay a wreath at the Newmillerdam Memorial at 10.00 am and that Councillor Peebles lay a wreath at St James Church, Chapelthorpe at 10.30 am on Sunday 8 November 2008.

168. DATE, TIME AND PLACE OF THE NEXT MEETING

Resolved: (1) That the next meeting of the Parish Council be held in the Village Institute, High Street, Crigglestone at 7.00pm on Tuesday 3 November 2009.
(2) That, having regard to the date, Councillor Skinner be permitted to bring her dog to the meeting.

Councillors Craven and Roe left the meeting (9.15pm) and returned (9.18)

Councillor Peebles left the meeting (9.17pm) and returned (9.20)

No business was conducted during this period

IN PRIVATE

169. TO RECEIVE REPORT FROM THE PERSONNEL COMMITTEE

The Clerk tabled the minutes of the meeting held on 28 September and noted that Members had considered the Caretaker's hours, the Responsible Financial Officer's duties, hours and request to undertake training and the staff Christmas bonus.

Resolved: (1) That the Caretaker's hours be increased to 58.5 hours per month
(2) That a one off fee for 20 minutes per booking to be payable in respect of each one off event.

- (3) That the Caretaker be paid an additional 1¼ hours per week for the duration of the Breakfast Club booking.
- (4) That PC Laybourne's advice be sought regarding the problems of people congregating and leaving rubbish at the Institute.
- (5) That, subject to the visits to the Institute being reduced to two visits a month, the schedule of working hours for the RFO be agreed.
- (6) That the RFO's payable hours be increased from 19 to 21.5 per month for October, November and December 2009.
- (7) That from 1 January 2010 the RFO's hours for the PC and VI work be 16.35 per month.
- (8) That from 1 January 2010 the work for the Almshouse charities be on a self employed basis for 5.18 hours per month.
- (9) That payment for any work undertaken outside the scope of normal hours be considered as it arises.
- (10) That, subject to (11) and (12) below, the RFO undertake the Working With Your Council course at a cost of £50.
- (11) That, should the RFO leave within six months of starting the course, the cost of the course will be repayable.
- (12) That, should the RFO be employed elsewhere as a Parish Council clerk, the Council will review repayment of the course cost.
- (13) That the staff Christmas bonuses be paid as shop vouchers.

170.TO CONSIDER COMPLAINT FROM RESIDENT

The Clerk had circulated a series of emails from a resident concerning the Council's procedure for considering planning applications.

Resolved: (1) That the resident be informed that the Council feel that they gave proper consideration to the planning application resulting in a resolution to object to it.

(2) That the resident be informed that it is not the Council's practice to consult applicants about planning applications.

SIGNED _____
CHAIRMAN

DATE _____

CRIGGLESTONE PARISH COUNCIL PUBLIC PARTICIPATION SESSION

7.00 pm Crigglestone Village Institute, Tuesday 6 October 2009

One member of the public spoke about the unsatisfactory situation regarding the 443 bus service. She said the revised service was two hourly on weekdays and hourly at weekends and this was unacceptable. In addition the service now ran from Bradford and was often nearly 30 minutes late. Other services including the 110 were much more frequent, but these did not serve the Durkar Lane area. Walking up or downhill to other services was undesirable, especially for the elderly with shopping. Furthermore there was no 443 service to Asda in the afternoon on school days. Members noted the problem had been raised before and it was agreed to write to Arriva. PC Laybourne would notify a Wakefield Express reporter.

An Institute user drew attention to recent anti social behaviour by youths around the Village Institute particularly on Mondays. He was assured that the police had been patrolling the location on a regular basis and would continue to do so as a matter of priority. He was also concerned that non-users of the Institute were parking in the car park making it unavailable to Institute users. This would be investigated.