

# CRIGGLESTONE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD 7 APRIL 2009

**Present:** Councillors: Mrs J Craven, P Crompton, P Daniels, J Garthwaite, J Peebles (Chairman), D Pimm, Mrs C Platten, Mrs M Skinner, K Wainwright.

**District Councillors:** J Colley

**Apologies:** Councillor Mrs C Norris, District Councillors J Drysdale and B Denson.

### **360/09 APOLOGIES FOR ABSENCE**

Apologies were accepted.

### **361/09 DECLARATIONS OF INTEREST**

None.

### **362/09 TO RECEIVE SUCH ITEMS THAT THE CHAIRMAN MAY WISH TO LAY BEFORE THE COUNCIL**

The Chairman welcomed Police Inspector Helen Brear to the meeting.

### **363/09 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 3 MARCH 2009**

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

### **364/09 MATTERS ARISING FROM THE MINUTES FOR INFORMATION ONLY**

None.

### **365/09 TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC**

That members of the press and public be excluded from the meeting following agenda item 26.

### **366/09 POLICE REPORT**

PC Laybourne noted that a total of 27 crimes had been recorded in March and reported that 56 hours had been spent in the Parish in the month. He noted that priority had been given to issues identified at the previous meeting together with visits to off-licences to remind them of their obligations under the licensing acts. One officer had seized 13 bottles of lager from a group of youths, and a total of 38 other youths had been subject to 'stop and account' legislation. Many of these incidents were in the vicinity of the One Stop Shop and other anti-social behaviour hotspots. Eight people had been searched under the Misuse of Drugs Act. At the Kingfisher Restaurant, three motorists had received fixed penalty tickets for parking offences and nine motorists had been warned. The private clamping signs on the lay-by opposite the Restaurant had been removed. In relation to concerns about speeding on Denby Dale Road and Durkar Lane, two motorists had been reported for summons, 20 endorsable tickets had been issued and three motorists had been warned. A motorist in Newmillerdam was reported for summons, having no licence or insurance and had his vehicle seized. On Denby Dale Road two motorists were issued with fixed penalty tickets for obstruction having parked on the footway thus restricting pedestrian access. A further motorist was issued with a fixed penalty ticket for driving without a current MOT certificate and another received a warning letter in relation to his manner of driving. Priorities for April would be anti-social behaviour particularly in Betty Eastwood Park, speeding on Denby Dale Road, obstructive parking at Denby Dale Road East and off road bikes at Calder Grove.

Members further noted a police road safety initiative at St James' School, details of which had been distributed.

**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 for April, May and June 2009 be approved.

### **367/09 PRESENTATION BY INSPECTOR BREAR**

Inspector Helen Brear introduced herself as the Supervisor for the Wakefield Rural Neighbourhood Policing Team and described her career with West Yorkshire Police. She said she had a zero tolerance attitude to offenders, whether involved in crime or anti-social behaviour. She was keen to attend Parish Council meetings and to be open with the Parish Council and residents alike. In her first three months in post, she had addressed drugs issues and other high priority crimes. Within the Parish she had dealt with traffic/parking problems on Durkar Lane and Denby Dale Road and had carried out exercises test purchasing alcohol. She praised the Safe Scheme and undertook to give good value for money to residents. Responding to a question, she said highways officers had indicated they could not justify a pedestrian crossing on Durkar Lane.

**Resolved:** That Inspector Brear be thanked for her presentation.

***Councillor Mrs Platten left the meeting (8.06pm)***

### **368/09 FEEDBACK FROM MEETINGS**

Councillor Daniels gave details of the meeting he had attended with Police Sgt Haley and Bob Whyatt from Wakefield MDC Highways. He had stressed the need for some action to draw drivers' attention to the bend at Durkar Lane/Denby Dale Road East.

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

***Councillor Mrs Platten returned to the meeting (8.12pm)***

### **369/09 TO RECEIVE REPORT FROM THE PARKS AND OPEN SPACES COMMITTEE**

The minutes of the Committee meeting held on 21 March had been circulated, and the Clerk noted two quotes received for tree works at Willow Garth. She updated Members regarding the woodland care days, hanging basket sponsorship and the outcome of a meeting with Tim and Darren. She referred to the Committee's inspection of Betty Eastwood Park where some cables, subsequently removed, had been found along with cigarette ends from a neighbouring warehouse and some drug taking equipment. Members had met the owner of a property adjoining the Park who wished to cut down some overhanging branches.

**Resolved:** (1) That the quote submitted by Job Earnshaw in the sum of £600 for tree works at Willow Garth be approved.

(2) That no objection be raised to overhanging branches being cut down in Betty Eastwood Park.

(3) That thanks be conveyed to the Wakefield tree wardens for their contribution to the woodland care days.

### **370/09 TO RECEIVE REPORT FROM THE HEALTH AND SAFETY COMMITTEE**

The Committee had met immediately before the Parish Council meeting. Members had received a report on actions taken to address points raised at the Fire Safety Inspector's visit to the Village Institute and the Clerk gave details of progress with inspections at properties owned/maintained by the Parish Council. The Committee had reviewed the Risk Assessment document with a view to presenting it at the Annual Meeting of the Council in May.

**Resolved:** (1) That a quote be sought for additional work to the Village Institute roof.

(2) That white lines be painted to draw attention to the slope of the floor in the toilets at the Village Institute.

(3) That the replacement of a damaged WC in the gents toilet at the Village Institute be pursued.

### **371/09 TO RECEIVE REPORT FROM THE RIGHTS OF WAY COMMITTEE**

Councillor Wainwright reported that it was hoped to arrange an inspection walk with Andrew Fowler in the Dennington area.

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

### **372/09 TO DISCUSS HALL GREEN COMMUNITY CENTRE**

Councillor Wainwright reported that he was seeking estimates for roller shutters at the Centre.

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

### **373/09 VILLAGE INSTITUTE MATTERS**

Village Institute Trustees' minutes dated 3 March 2009 had been circulated.

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

### **374/09 FINANCIAL MATTERS: TO APPROVE PAYMENT OF ACCOUNTS**

The Responsible Financial Officer (MAC) presented the following for payment:

	£
Parish Clerk salary + expenses March 2009	374.85
Responsible Financial Officer (MAC) salary + expenses March 2009	186.66
Responsible Financial Officer (JF) salary + expenses March 2009	190.92
T & D Contractors	3,438.50
YPO	50.37
XMA	267.27
Ben Parker (newsletter delivery)	160.00
WY Police	2,500.00
Inland Revenue	379.23
WMDC – ground rent BEP	25.00
Xerox	18.52
Printforms	315.00
SLCC – book purchase	13.60
S & T Glass	172.50
Tom Handley	430.00
WMDC election 2008	4,550.92
YLCA subscription	726.00

**Resolved:** That, subject to the satisfactory clarification of the T & D invoice, the accounts be approved for payment.

### **375/09 FINANCIAL MATTERS: ADJUSTMENT OF BUDGETS AND ESTIMATES**

The Responsible Financial Officer (MAC) addressed the revised budgets and estimates for 2009/10 that had been circulated. She noted that a revision had been made to include the cost of the 2008 election, the invoice for which had recently been received, and advised caution with regard to expenditure in the forthcoming year.

**Resolved:** (1) That the revised budget be accepted.

(2) That the Responsible Financial Officer (MAC) be thanked for her budget preparation work.

### **376/09 FINANCIAL MATTERS: GRANT AID APPLICATION FROM HALL GREEN UNITED JUNIORS**

Members re-considered an application from Hall Green United Juniors for a contribution towards fencing around their car park to deter vehicles from driving onto the pitches. In considering this and the next item, Members were aware of the limited allowance for grant aid in the budget.

**Councillor Mrs Craven left the meeting (8.57pm)**

Grant towards fencing	<b>Awarded</b>	<b>£250</b>
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Members considered an application for funding from Crigglestone All Blacks to extend their car park.

Grant towards car park extension	<b>Awarded</b>	<b>£250</b>
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The Clerk informed Members that the Planning Inspector had found the Core Strategy and Development Proposals sound and that the documents would be recommended for adoption by Wakefield MDC shortly. Further consultation would take place on the Site Specific proposals in the summer. Councillor Crompton reported on the Waste Development Plan document which had few direct implications for the parish area.

It was confirmed that it was hoped to appoint a steering committee to produce a new Parish Plan at the meeting. The Clerk noted that she had invited representatives of churches, sports clubs, schools and other community groups who might wish to join the Community Hero Award committee.

1.	YLCA	Mini essentials from Y & H Assembly
2.	WMDC	LDF - Sustainability Appraisal Summary Waste DPD – Submission
3.	YLCA	Newsletter of the Y & H Rural Affairs Forum (email)
4.	YLCA	The Policing Pledge
5.	Mr & Mrs Earl	Appreciation of 2008 hanging basket
6.	SLCC	The Clerk magazine
7.	WMDC	Village Green status Old Colliery Site, Newmillerdam – Public Notice
8.	Dogs Trust	Poster
9.	Russell Leisure Ltd	Newsletter
10.	CPRE	Fieldwork magazine
11.	WMDC	The Mayor's 'At Home' 1 April
12.	Streetscape	Outdoor Play Areas – products and services

13.	Vitalise volunteer dept	Re newsletter deliverer
14.	DCMS	Acknowledgement of letter re boundary stone, Broad Cut Road
15.	SLCC	Cemetery Management course
16.	Paul Kittrick	Obstruction of cycle path in front of Harratts, Denby Dale Rd
17.	YLCA	White Rose
18.	Friends of Pugneys	Newsletter
19.	CPRE	Countryside Voice magazine
20.	WMDC	Lay By opposite Kingfisher Restaurant
21.	Barbara Dennison	Email re parking on Denby Dale Road East
22.	YLCA	Information service
23.	WMDC Mayor's office	Invitation to Mayor's Civic Parade and Service Outwood.
24.	Techservices Electrical	Introduction from local electrical company
25.	Sac-o-Mat	Dog waste bin products
26.	English Heritage	Census of the condition of conservation areas
27.	YLCA	NALC/SLCC Clerks' Networking Lunch Leeds
28.	YLCA	Briefing re Employment Act 2008 (email)
29.	Arien	Publicity - signs and notice boards
30.	IH Equipment	Introduction from Demolition and dismantling company
31.	Re-Connect	Information and posters
32.	Mike Issott	Re caravan at the Close
33.	WMDC Waste collection	Re refuse vehicles overrunning grass at Willow Garth
34.	Rural Action Yorkshire	Conference and training course
35.	WMDC	Village Institute fire risk review

**Resolved:** (1) That a response be sent to Vitalise as discussed (13).  
(2) That Mrs Dennison be encouraged to pursue her concerns with Wakefield MDC (21).  
(3) That Mr Issott be informed that his comments have been noted (32).  
(4) That the remaining correspondence be noted.

***Councillor Daniels declared a personal and prejudicial interest in item (13) and withdrew from the room.***

### **381/09 PLANNING APPLICATIONS**

The Parish Council noted the planning applications before them.

### **382/09 TO RECEIVE UPDATE FROM DISTRICT COUNCILLORS**

Councillor Colley gave details of recent Community Chest grants and drew attention to Community Payback project whereby offenders carried out work in the community as their punishment. It was suggested that litter picking around the Village Institute and in Betty Eastwood Park would be potential activities for the project. Councillor Colley updated Members on drainage issues in the Church View area.

**Resolved:** (1) That the Parish Council thank Councillor Colley for his update.  
(2) That contact be made with the Justice Co-ordinator regarding the Community Payback project.

### **383/09 UPDATE ON PARISH MATTERS**

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

### **384/09 PARISH MATTERS**

The following item was brought to the attention of the Parish Council:

- (a) No parking road marking previously requested at 3 Church Lane.

**Resolved:** That the matter be pursued with Wakefield MDC.

### **385/09 INPUT FOR PARISH LINK MAGAZINE**

**Resolved:** That the RFO (JF) prepare the Parish Council insert for the next Parish Link.

### **386/09 TO APPROVE ITEMS FOR THE PARISH COUNCIL WEB SITE**

**Resolved:** That the March 2009 Parish Council minutes together with the Chairman's Annual Report be placed on the website.

### **387/09 PRESS REPORTS – ITEMS FOR PUBLICATION**

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

### **388/09 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, Crigglestone at 7.00 pm on Tuesday 5 May 2009.

***Councillors Peebles left the meeting (9.45pm) and returned (9.47pm)***

### **IN PRIVATE**

### **389/09 TO RECEIVE REPORT ON PERSONNEL MATTERS**

The Clerk gave an update on matters related to the management of the Village Institute and drew attention to new legislation regarding statutory leave entitlement. She noted that from 1 April 2009 the leave entitlement was 5.6 weeks (pro rata for part-time employees) and that employers could no longer pay employees for leave not taken. She also noted that a previous change in leave allowance in October 2007 had not been introduced.

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

(2) That staff be informed of the new entitlement.

(3) That payment for the outstanding leave entitlement for the caretaker be agreed in principal.

(4) That the Personnel Committee meet to discuss other holiday entitlements.

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

DATE \_\_\_\_\_

# CRIGGLESTONE PARISH COUNCIL PUBLIC PARTICIPATION SESSION

**7.00 pm Crigglestone Village Institute, Tuesday 7 April 2009**

One member of the public was present, representing the Methodist Church. She thanked the Council for their work in opposing the plans for development at Durkar Lane and wondered if a further traffic count could be carried out. Inspector Brear responded by giving details of enquiries she had undertaken with District Councillors. She said there was considered to be no justification for traffic calming and the next Golden River survey would not be carried out in 2009. She hoped that measures to mark the road surface and additional signage would be implemented but there was a 12-18 months lead in period for traffic matters. She described the exercises undertaken with St James' School to increase awareness of the dangers of inconsiderate and illegal parking.

Mrs Froggett asked if a bus shelter could be installed near the Chapelthorpe Medical Centre on Standbridge Lane and it was agreed to approach Metro. She also drew attention to the youths frequenting the rear of the Village Institute and was assured by PC Laybourne that regular checks were made in the area.