

MINUTES OF THE CRIGGLESTONE PARISH COUNCIL MEETING

HELD ON TUESDAY 3rd March 2020 AT 6.00PM IN THE VILLAGE INSTITUTE

Present: Councillors K Barker, S Colley, J Craven, P Crompton, P Daniels (Chair), M Oxspring, C Platten (arrived at 6.20pm), A Roe, M Skinner, A Wilby.

In attendance: Clerk – Ms Sarah Mozer,

District Councillors: Ian Sanders, Sam Harvey

Standing Orders were suspended in order to give 2 minutes silence for June Drysdale an ex councillor who had recently passed away.

230. To receive apologies and approve reasons for absence

Cllr C Binns – unwell

231. Declarations of interest in items on the agenda

Cllrs J Craven and M Oxspring – Trustees of Hall Green Community Centre

232. To consider requests received by the Clerk for dispensations under Section 33 of the Localism Act 2011

None received

233. To receive such items that the Chairman may wish to lay before the Council. Update regarding the latest situation with the railways and inform of a trustee vacancy for the Charlesworth charity.

234. To approve accuracy of minutes of Parish Council meeting held on 4th February 2020 (circulated prior)

Resolved: That the minutes are approved as a correct record and signed by the chairman.

235. Financial Matters

1. To approve: a) Clerks expenses **None submitted**

2. To approve CPC and VICC schedule of accounts for payment (list tabled) **Approved**

S. Mozer Parish Clerk	February Salary + allowance	1237.66
A Moran, admin assist	February Salary + allowance	133.14
Police & Crime Commissioner	Safe Scheme qtr. 3 Oct – Dec 2019	2000.00
CS Roller Shutter	Hall Green Annual maintenance	108.00
J Hepworth	Accountancy Services	138.00
Plus net	Telephone & Broadband	19.80
Wakefield Web Design	Annual renewal of domain name	18.14
Pro Logic Computers	Hosted exchange and back up	22.56
A Gordon (caretaker)	February salary + add hrs	515.50
British Gas Lite	electric bill 25/1/2020-25/2/2020	57.42
Gaz Prom energy	Gas bill 1/1/2020-31/1/2020	323.24
PPL/PRS	Annual Music Licence	252.44
Business Stream	Water bill 5/7/19 -24/10/19 and 24/10/19-23/1/2020	425.87
YPO	Cleaning items	75.00

3. To receive bank reconciliation and budget position to 29th February 2020 (tabled)

Resolved: That the bank reconciliation showing a bank balance of £108,436.05 and the budget summary are received and approved.

4. Automatic pension enrolment matters

The Clerk informed the meeting that the council were now members of the NEST pension scheme. That the registration of compliance had been submitted before the cut off date of 10th February, but whether the council were still to be fined remained to be seen. That the recommendation is that as the employer the council contributes 5% and employees 3%

Resolved: That the recommendation of a 5% employer contribution and 3% employee's contribution is approved.

236. Police matters

West Yorkshire Police Partnership Funding officer Tracy Collins was in attendance to deliver the proposal (circulated prior to Cllrs) to address the council's dissatisfaction of the current Safe Scheme management. To receive Police Safe Scheme report and approve priorities.

Resolved:

- 1) That the Parish Council agree to continue the Safe Scheme but that an effectiveness review is carried out in 4mths time i.e. June 2020, whereby a further decision whether to continue for the rest of the year will be based on the review.
- 2) That a list of council meetings a Safe Scheme representative can attend is drawn up and submitted.
- 3) That the Safe Scheme report is given an information collation cut-off date of the 25th of each month, which will allow generation and distribution to the Parish Council in good time for it to be received, ideally 3 days before their meeting which takes place on the 1st Tuesday of each month.
- 4) That Cllr Christine Platten's contact details, as the Council's Police liaison are passed onto the appropriate Safe Scheme officer.
- 5) That Cllr Christine Platten is approved delegated authority in consultation with the chairman Cllr Peter Daniels, to request any additional policing should the need arise if any significant issues arise in the Parish that warrant extra hours being utilised.
- 6) That the Partnership Funding Officer will charge quarterly for the hours used, rather than the current split of the £8000 allocated i.e. £2000 per quarter, and that a cap of £2000 is to be applied per quarter.
- 7) That Option 2 is approved to deal with the current remaining funds for 2019-20 - raise Q4 invoice for the planned £2k, and carry forward an underspend of approximately £1,464 and deduct this from the Council's contribution for 20/21

To receive Safe Scheme Report and approve priorities

Resolved: That the report is received and the priorities continue to follow the rolling schedule.

237. To receive updates from and raise any issues for the District Cllrs

1. Status of Capital Grant and NIF applications. District Cllrs informed the meeting that as far as they were aware these were progressing with the approval of the Ward 18 District Cllrs.
2. Broadcut Farm inclusion in the Local Development Plan was discussed.

District Cllrs Sanders and Harvey left at 7.30pm

- 238. Parks and Open Spaces matters**
1. To receive minutes of committee meeting held 3rd February 2020. **Resolved:** That the minutes are approved as a correct record and signed by the committee chairman and received by full council. To be reminded that the recommendations were approved at the last meeting.
 2. To receive update. Tree risk assessment has been carried out and the trees requiring attention have been marked up.
- 239. Health and Safety and Finance Committee matters**
1. To receive Health, Safety and Finance committee minutes of meeting 10th January and 28th February 2020. **Resolved:** That the minutes are approved as a correct record and signed by the committee chairman and received by full council.
- 240. Village Institute Charity Committee matters**
1. To receive minutes of meeting held 23rd January 2020. **Resolved:** That the meeting date, on tonight's agenda should be amended to reflect the meeting was held on the 24th not the 23rd. That the minutes are approved as a correct record and signed by the committee chairman and received by full council. That the recommendations are approved for implementation.
- 241. Hall Green Community Centre matters**
- Toilet blockage investigation still ongoing. Portable toilets hired for a further 2 weeks.
- 242. Hall Green Community Centre extension update (working party)**
- Quotations for perimeter fencing and clearing of the land are being sourced.
- 243. Matters requested by councillors**
- Cllr P Daniels – 1) To Consider objecting to the HS2 proposal. **Resolved:** That a letter of objection is sent from the Parish Council to the Department of Transport.
- 2) To consider complaining about the pot holes on the Red Kite Roundabout. **Resolved:** That a letter of complaint is submitted to WMDC Highways informing them that the recent pot hole works are incomplete especially off the roundabout to Durkar.
- 244. Personnel Committee matters**
1. To receive minutes of meeting held 28th February 2020. **Resolved:** That the minutes are approved as a correct record and signed by the committee chairman and received by full council.
 2. To consider recommendations from said meeting. Clerk left the meeting at the point where it pertained to changes to her working terms and conditions. **Resolved: 1)** That the amended Personnel Committee Terms of Reference are approved for implementation. **2)** That the recommendations found in the minutes of the 28th February committee meeting are approved for implementation from 1st April 2020. Clerk re-joined the meeting.

- 245. To review Committee's Terms of Reference:** (circulated via email)
Health Safety and Finance Committee, Village Institute Committee, Parks and Open Spaces, Personnel Committee, Complaints Committee, Planning and Rights of Way
Defer to next meeting, paperwork not circulated in time.
- 246. To review grant/donation policy and approve upper limits** (current policy enc)
Resolved: That the policy is approved as reviewed and no changes are required at this time.
Each application will be decided on its own merit.
- 247. Correspondence - To consider the following newly received and decide action where necessary** (emailed prior)
1. White Rose update 31st January, 10th February, 21st February. Noted
 2. PCC February Newsletter. Noted
 3. WMDC Confirmation of receipt of Precept Demand for 2020/202. Noted
 4. Notification of Yorkshire Day 2020. Noted
 5. North East & Rural Newsletter February 2020. Noted
 6. Resident concern over delivery lorries at new Tesco Express on High Street. **Resolved:** Clerk to write to area manager to request smaller delivery vehicles.
 7. Resident concern over inclusion of site into the Draft Local Development Plan 2036 (includes letters of correspondence with WMDC). **Resolved:** To refer the item to the Planning and Rights of Way Committee's next meeting.
 8. YLCA - Planning Seminar Training April 2020. **Resolved:** Cllrs Daniels and Wilby to attend.
 9. Nova – February Newsletter. Noted
 10. Press release – Mackie Hill School, Government 'Academy Status' proposal dropped.
Resolved: Congratulatory letter to be sent.
 11. To receive councillor log in details for new YLCA Website. Received.
 12. Local company are currently considering building 2 dwellings above their existing building at the old Co Op. Architects drawing are now available for viewing. **Resolved:** Representative from the Planning & Rights of Way committee to have sight of them and report back.
 13. Pension Regular – Acknowledgement of re-declaration compliance. Noted.
- 248. To receive Clerk's report, for information only. Noted**
- 249. Planning and Public Right of Way Committee** (circulated prior?)
To receive minutes of the meeting held 12th February 2020 **Resolved:** That with the amendment added '**Resolved: 1) To enquire with WMDC Spatial Policy how the inclusion of Broad Cut Farm was possible without consultation and to have sight of the process details for this to be allowed**'. the minutes are approved as a correct record and signed by the committee chairman and received by full council.
- 250. Planning Applications for consideration**
App. No: 20/00274/FUL Plot P3 Thomas Maddison Lane Calder Park Wakefield WF4 3GH,
Proposal: Erection of new B2, B8 light industrial and distribution unit with ancillary B1 offices plus associated hard and soft landscaping. Comments Required by: 20 March 2020. Additional information emailed. **Resolved:** To object to this application Calder Park is designated as B1 High Tech Business Park, therefore B2 and B8 are not appropriate uses. Light industrial and distribution will contribute to the air quality and the traffic congestion. It is not felt this will generate employment as the current staff will no doubt make the

transfer wherever the company is located. The Parish Council suggest that Silkwood Industrial Estate would be a far more favourable option for this type of application.

App. No: 20/00246/FUL 21 Patch Wood View, Newmillerdam Wakefield WF2 6TU

Proposal: Single Storey Extension to the North Eastern Rear Elevation. **Noted.**

App. No: 20/00229/FUL 50A Hollin Drive Durkar Wakefield WF4 3PR, Proposal: First floor extension and single storey extension to the rear. **Noted**

251. Victory in Europe and Victory over Japan event arrangements in 2020.

1. To receive notes of meeting held 17th February 2020, giving current status of events.

Resolved: Noted

252. To receive feedback from representatives of external committees or other meetings

1. Cllr J Craven – YLCA meeting of 20th Feb. Did not attend due to ill health
2. Cllr P Daniels – WMDC Town and Parish Liaison meeting of 19th February
Requested information re the working pump on old pit site around Durkar Low Lane area and Yorkshire Water's water storage tank on Denby Dale Road.

253. To consider communication items:

1. Press reports –Parish Link magazine, Items for the Web site/Facebook
The passing of June Drysdale, Mackie Hill School not becoming an academy, Trustee vacancy for the Charlesworth Charity.

254. To confirm date and time of next meeting Tuesday 7th April 2020 6.00pm in the Village Institute, High Street, Crigglestone, WF4 3EB.

IN PRIVATE - PUBLIC BODIES (ADMISSION TO MEETING ACT 1960) THAT THE PRESS AND THE PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING ON THE GROUNDS THAT THE PUBLICITY WOULD BE PREJUDICIAL TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED

No items.

As there was no further business to be transacted, the Chairman thanked all for attending and closed the meeting at 8.09pm

SIGNED

DATE

CHAIRMAN

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CRIGGLESTONE PARISH COUNCIL - PUBLIC PARTICIPATION SESSION

No members of the public were present.