



CRIGGLESTONE PARISH COUNCIL

Web site: www.crigglestonepc.org

Parish Clerk – Ms S Mozer

104 Field Lane, Upton, Pontefract, West Yorkshire, WF9 1DB

Tel: 07419 585 227 Email: clerk@crigglestonepc.org

27th April 2021

Dear Councillors

You are hereby summoned to attend the Annual meeting of Crigglestone Parish Council to be held remotely on Tuesday 4th May 2021 at 6pm via Zoom online meeting platform, where the following business will be transacted:

S Knowles

Mrs Sarah Knowles

Clerk to Crigglestone Parish Council

Members of the public are welcome to attend a Public Session at 6pm for a maximum of 15 minutes.

Topic: Annual Parish Council meeting

Time: May 4, 2021 06:00 PM Greenwich Mean Time

Join Zoom Meeting

<https://zoom.us/j/99258383692?pwd=ZnlxOVZcmwwZnNidGsyK1BsT01aUT09>

Meeting ID: 992 5838 3692

Passcode: 531468

One tap mobile

+442034815237,,99258383692#,,,,*531468# United Kingdom

A	G	E	N	D	A
---	---	---	---	---	---

1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office
2. To elect the Vice Chairman
3. To receive apologies and accept reasons for absence
4. To receive any declarations of interest from Members
Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Crigglestone Parish Council Code of Conduct for Members and by the Localism Act 2011.
5. To consider requests received by the Clerk for dispensations under Section 33 of the Localism Act 2011.
6. To receive such items that the Chairman may wish to lay before the Council
7. To fix the dates and times of ordinary meetings of the Council for the ensuing year (6pm, 1st Tuesday of each month, except August and January 2022)

8. **To review Standing Orders and any amendments required for 2021/22**
To save paper please view the standing orders on the parish council's website at www.crigglestonepc.org click on Council, Policies, Standing Orders
9. **To receive hard copy of the NEW CODE OF CONDUCT PRODUCED BY THE LOCAL GOVERNMENT ASSOCIATION for consideration and approval.**
10. **To consider and approve Mileage Expenses Policy for officers and councillors at the current rate**
11. **To review Committee Structures and to appoint members to serve on the under mentioned Committees for 2021/22**
 1. Parks and Open Spaces (Platten, Oxspring, Non-Cllr S Pearson 3 x vacancies)
 2. Health & Safety and Finance (Craven, Daniels, Crompton, Oxspring, Denton)
 3. Personnel (Craven, Roe, Oxspring, Denton)
 4. Planning & Rights of Way (Daniels, Crompton, Roe, Craven, Wilby. Non-Cllr K Wainwright)
 5. Complaints (Chair, Craven, Crompton, Binns-sub)
 6. CPC Appointees to Hall Green Community Centre Management (Craven, Oxspring, 1x vacancy)
 7. Village Institute Charity (all cells are trustees. Management committee consists of Binns, Craven, Roe, Daniels. To approve Cllrs Oxspring as a new committee member
 8. Appeals committee – (3 from those not on personnel, currently Daniels, Crompton) currently inquorate, needs 1 more person
 9. Community Hero Committee (Daniels, Oxspring, Non-Cllrs N Castle, T Sykes, K Barker, K Greaves)
 10. Events Working Party (Daniels, Craven, Platten, Crompton, Denton)
 11. Pugneys working party (Crompton, Roe, Craven, non-Cllr Donlon)
 12. Sandal Magna Relief in Need and Harrison's Alms-houses Charities.
 13. Representative for Worrill's charity (Wilby) to be confirmed if happy with commitment required
 14. Transport (buses and trains) Craven and Daniels
12. **To review delegation to committees and staff for 2021/22**
 1. POS Committee - £500 per year
 2. H&S and Finance Committee - £500 per year
 3. Clerk £500 per year
13. **Village Institute**
 1. To approve the continued appointment of the Parish Council as Sole Trustee to the Village Institute
14. **To review the Council's and employees' membership of other bodies.**
 1. Yorkshire Local Council's Association (YLCA)
 2. National Association of Local Councils (NALC)
 3. Community First Yorkshire (ACRE guidance on community centres and halls)
 4. The Society of Local Council Clerks (SLCC)
 5. Campaign to protect rural England (CPRE)
15. **To approve as an accurate record the minutes of the Annual Parish meeting held on 2nd April 2019**
16. **To approve as an accurate record the minutes of the council meeting held on 6th April 2021**
17. **Financial Matters:**
 1. To receive and approve the CPC year end accounts for 1 April 2020 – 31 March 2021
 2. To receive and approve account reconciliation to 30 April 2021

3. To appoint 3rd authorised Cllr to access bank statements and release payments from Unity Trust Bank, now that Cllr Colley has resigned
4. To approve; a) payment of accounts schedule b) Clerks expenses
18. **To consider for approval, the statements of Section 1 Annual Governance & Accountability Return 2020/21 (enc)**
19. **To consider for approval the Section 2 Annual Governance & Accountability Return 2021 accounting statement (enc)**
20. **To receive 'Confirmation of the dates of the period for the exercise of public rights of unaudited Annual Governance & Accountability Return'**
21. **To receive updates from District Councillors regarding matters that affect or involve our Parish**
22. **To receive Clerk's report**
23. **To receive items of correspondence**
24. **Matters requested by Councillors**
 1. Cllr Daniels/Crompton- 'Sink the link' objected to by CPC in the early 1990's which has risen again. To consider the proposals and the PC's response.
25. **Village Institute Charity Committee (VICC)**
 1. For committee to approve and full council to receive the minutes of the meeting held 19th March 2021
26. **Planning & Rights of Way Committee (PROW)**
To receive and consider updates from councillors and clerk on previously discussed planning issues and decide further action where necessary.
27. **Planning Applications for consideration**
 1. **21/00748/FUL** 120 Painthorpe Lane Craggstone Wakefield WF4 3HE Proposed single storey side extension including rebuilding of existing single garage.
 2. **21/00745/FUL** 17 Moorside Crescent Hall Green Wakefield WF4 3LH Single storey rear and 2 storey side extension
 3. **21/00739/FUL** 15 The Links Craggstone Wakefield WF4 3QP Detached garage
 4. **21/00732/FUL** 2A Woodmoor Drive Craggstone Wakefield WF4 3NS Alteration of existing conservatory to the rear and proposed side extension
 5. **21/00711/FUL** 45 Willow Garth Durkar Wakefield WF4 3BX Two Storey extension to side and Single Storey extension to rear, and detached outbuilding to be used as a garden room to rear garden
 6. **21/01033/FUL** 1 Patch Wood View Newmillerdam Wakefield WF2 6TU Two storey extension to side
 2. **21/01106/FUL** 163 Hollin Lane Craggstone Wakefield WF4 3EG Single storey side and rear extension
 3. **20/02273/FUL** 8 Mill Farm Drive Newmillerdam Wakefield WF2 6QP Proposed additional rear garden windows to utility and stairwell. proposed rear garage conversion with 2 velux to rear and 2 small dormers to front to create home office and 4th bedroom.
 4. **21/00583/FUL** 178 Hollin Lane Craggstone Wakefield WF4 3EG the proposal for the site is to build 4 new build four bed roomed houses.
 5. **21/00924/FUL** 32 Castle Meadows Hall Green Wakefield WF4 3QJ Two storey extension to side
 6. **13/01759/FUL** Sandal Sports and Social Club, Sandal Hall Close, Wakefield WF2 6ER Demolition of existing buildings and construction of up to 180 no. dwellings, laying out of access roads and associated works.

- 28. Hall Green Community Centre matters**
- 29. Hall Green Community Centre extension**
- 30. Parks & Open Spaces matters**
 - 1. For committee to approve and full council to receive the minutes of the meeting held 18th March 2021
 - 2. To receive findings of BMX inspection reportUpdate generally from Parks and Open spaces committee for information only.
- 31. Health Safety and Finance Committee**

To receive the minutes of the meeting held 26th April 2021 and consider recommendations from said meeting.
- 32. Police Safe Scheme**
 - 1. To receive Safe Scheme report and feedback from operation to address breach of weight restrictions for HGVS on Durkar Lane, from PC S Firth.
- 33. To receive feedback from representatives of external committees or other meetings, training.**
- 34. To consider communication items:**
 - 1. Press reports – Wakefield Express, Input to next Parish Link magazine, FB & Website.
- 35. To consider and approve that the council empowers the Clerk/RFO to do anything expedient and necessary to ensure the continuous business of the council, and to deal with mandatory undertakings to prevent the authority from incurring liability during the period that the delegation is applicable. the officer will consult with the chairman and/or vice chairman in the decision making, but councils must acknowledge that it is the officer that is the decision maker.**
 - 1. That the period of delegated authority will run from 6th May 2012 – 7th September 2021
- 36. To confirm date and time of next scheduled meeting of the Parish Council**
- 37. 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.