

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON  
TUESDAY 4<sup>th</sup> May 2021 AT 6.10pm, REMOTELY VIA ZOOM**

Members Present: Cllrs J Craven, C Binns, P Daniels (Chair), M Oxspring, A Wilby, C Platten, P Denton

Attendees: S Knowles (was Mozer) Clerk to the Council

District Cllrs: Sam Harvey, Cynthia Binns

Members of the public: None

A minute's silence for HRH Prince Philip Duke of Edinburgh was held.

**1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.**

**Resolved:** That Cllr Peter Daniels is nominated and duly elected to take the role of Chair for 2021-22.

That the council approve the wet signing of the declaration of acceptance of office at the next available opportunity to be arranged between the clerk and the chairman.

**2. To elect the Vice Chairman**

Resolved: That Cllr Paul Crompton is nominated and duly elected to take the role of Vice Chair for 2021-22.

**3. To receive apologies and accept reasons for absence**

District Cllr Ian Sanders - currently in hospital

**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.*

Cllrs Oxspring, Binns, Craven as members of the Hall Green Community Centre Association  
Cllr Oxspring in planning item no.1 as this relates to his own property.

**5. To consider requests received by the Clerk for dispensations under Section 33 of the Localism Act 2011. None received.**

**6. To receive such items that the Chairman may wish to lay before the Council  
None received.**

**7. To fix the dates and times of ordinary meetings of the Council for the ensuing year**

Discussions were entered into regarding the ending on 7th May 2021 of legislation for remote meetings to be held. After this, face-to-face meetings are expected to resume. The chairman quoted the Health & Safety at Work Act which he felt wasn't being taken into consideration by Government when deciding the legislation has ended. The council wished for it to be known that they fully support the continuation of remote meetings because of the convenience, and that most of the council members were shielding to protect themselves or their family members. The clerk informed the meeting that a robust face to face meeting risk assessment should be carried out, to ascertain if this is feasible for both full council and committee meetings and attending members of the public.

**Resolved:** That full council meetings will be held at 6pm on 1st Tuesday of each month, except August and January 2022 and where otherwise notified. That committee meetings will be held on days and at times as dictated by the committee members themselves.

**8. To review Standing Orders and any amendments required for 2021/22**

Members had been given the link to access the Standing Orders via the website to save paper.

**Resolved:** That the Standing Orders are reviewed and approved as fit for purpose with no amendments.

**9. To receive hard copy of the NEW CODE OF CONDUCT PRODUCED BY THE LOCAL GOVERNMENT ASSOCIATION for consideration and approval.**

A hard copy had been circulated prior along with the inclusions from WMDC and was taken as read. The National Association of Local Councils (NALC) has been in liaison with the LGA during the process, and at its Board (NALC Assembly) meeting last week, it was resolved that NALC approves the Code and recommends it to all its member councils.

**Resolved:** That the parish council agree to adopt the NEW CODE OF CONDUCT PRODUCED BY THE LOCAL GOVERNMENT ASSOCIATION, along with the WMDC inclusions.

**10. To consider and approve Mileage Expenses Policy for officers and councillors at the current rate.**

**Resolved:** Reviewed and approved

**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,  
**Add Andrew Wilby 2x vacancies remain**
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 Cllrs are trustees. Management committee consists of Binns, Craven, Roe, Daniels. To approve Cllrs Oxspring as a new committee member –  
**Approved**
8. Appeals committee – 3 from those not on personnel, - Daniels, Crompton **Add Cynthia Binns**
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.  
**Resolved:** Cllr Jackie Craven is appointed as the representative.
13. Representative for Worrill's charity **Resolved:** Cllr Wilby is appointed as the councils representative.
14. Transport (buses and trains) - Craven and Daniels

**12. To review delegation to committees and staff for 2020-21**

1. POS Committee - £500 per year

2. H&S and Finance Committee - £500 per year
3. Clerk £500 per year

**Resolved: Approved**

**13. Village Institute**

1. To approve the continued appointment of the Parish Council as Sole Trustee to the Village Institute. **Resolved: Approved**

**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)P Crompton – declared an interest

**Resolved:** All approved to continue

**15. To approve as an accurate record the minutes of the Annual Parish meeting held on 2nd April 2019.** Typing inaccuracy date should read 6<sup>th</sup> April 2021.

**Resolved:** That with the typing error in the date on the agenda which should read 6<sup>th</sup> April not 2<sup>nd</sup> April, the minutes are Approved as an accurate record.

**16. To approve as an accurate record the minutes of the council meeting held on 6<sup>th</sup> April 2021**

**Resolved:** Approved as an accurate record by the Cllrs who attended as residents of the parish.

**17. Financial Matters:**

1. To receive and approve the CPC year end accounts for 1 April 2020 – 31 March 2021  
The accounts had been circulated prior and were taken as read.

**Resolved:** That the year end accounts are received and approved as an accurate account, showing the closing balance of £131,574.83

**2. To receive and approve account reconciliation to 30 April 2021**

The accounts were unavailable. **Resolved:** Deferred to next meeting. The Clerk notified the meeting that the precept amount of 80,718.62 had been received on 13<sup>th</sup> April, in one payment instead of the usual 2.

**3. To appoint 3rd authorised Cllr to access bank statements and release payments from Unity Trust Bank, now that Cllr Colley has resigned**

**Resolved:** That Paul Denton is Approved as the 3<sup>rd</sup> signatory to access the bank account and release payments

4. To approve; a) payment of accounts schedule b) Clerks expenses

**Resolved:** That the schedule of accounts and clerk's expenses claim is received and approved for payment.

S Knowles	Salary, expenses	1,554.17
RYNAT	Annual BMX inspection	96.00
Darran Burke Ltd	BEP tree works	600.00
T&D Contractors	Hedge/path works BEP – High Street	1,600.00
Alpha heating services	VI system boiler	7,500

HMRC	PAYE	1058.62
Alpha heating	VI gent's toilet leak	235.00
Pro logic	Hosted exchange/cloud storage	28.24
PlusNet	Telephone/broadband	19.80

**18. To consider for approval, the statements of Section 1 Annual Governance & Accountability Return 2020/21**

The document had been circulated prior to the meeting and was taken as read.

**Resolved:** That the parish council feel they can answer YES to all statements and the document is agreed to be signed.

**19. To consider for approval the Section 2 Annual Governance & Accountability Return 2021 accounting statement**

The document had been circulated prior to the meeting and was taken as read.

**Resolved:** That the parish council agree the amounts stated and the bank balance on 31 March 2021 are correct and the document is agreed to be signed.

**20. To receive 'Confirmation of the dates of the period for the exercise of public rights of unaudited Annual Governance & Accountability Return'**

**Resolved:** That the dates of 14<sup>th</sup> June – 23<sup>rd</sup> July are approved.

**21. To receive updates from District Councillors regarding matters that affect or involve our Parish**

District Cllr Binns spoke of Gas mains works on Primrose Lane, 10<sup>th</sup> 18<sup>th</sup> May for resulting in road closure. 17<sup>th</sup> May funeral cremations will be allowed 30 mourners.

District Cllr Harvey was not aware of the project known locally as 'sink the link'. Covid 19 cases continue to drop but the public are requested to still exercise caution. Depending on the reshuffle after the elections she may no longer be on the planning committee which will give her the opportunity to focus on planning applications that affect the community. Recent fire on Hollingthorpe Lane started by youths, police involved. The parish council were asked to give some thought to whether a community Hub would benefit the community.

**22. To receive Clerk's report**

Circulated prior for information only. Noted

**23. To receive items of correspondence**

Circulated prior.

1. YLCA White Rose update 23 April
2. Resident of Willow Garth Complaint re damage to gas pipe by external contractor when installing copse perimeter fencing. Letter and clerk's response attached
3. PC Steven Firth HGV's Durkar Lane – Feedback of recent operation to address this issue. Noted
4. Resident enquiry Could CPC consider a little free library? Clerk to respond, Sadly, no one to police it at the moment.
5. WMDC Strategic Waste Policy Manager Re household waste restriction of items taken, response to clerk's enquiry. Noted but do not agree with it and it does contribute to fly tipping
6. Margaret Skinner Thank you for the flowers. Noted

7. Cllr Jack Hemingway Deputy Leader for Climate Change and Green Spaces, response to CPC's previous letter. Noted. Community post regarding the parish council's stance on climate change to be brought to next meeting.
8. Dist. Cllr Harvey Notification of works scheduled on Durkar Lane to remove flooding to property's due to the profile of the footway. Noted
9. Resident Complaint re application 20/0695/FUL for warehousing. Noted.
10. Resident Enquiring about becoming a parish Cllr and criteria to be met. Clerk has responded with criteria needed.
11. YLCA Training bulletin 9th April. Noted
12. Ministry of Housing and Local Government Response to Councils Request to call in decision on application 20/02695/FUL. Noted
13. Safe Scheme enquiring about budget and number of hours to be worked. To be discussed
14. Imran Ahmed Khan MP Case Ref: IA4295) RE: Accessibility of Betty Eastwood Park, Clerk to respond.
15. Resident of willow Garth Suggestion of wildflower planting. Defer to POS committee.
16. YLCA White Rose update 1 April 2021. Noted
17. Wakefield Council - Strategic Housing - Energy and Homeowner Support Team Newsletter - April 2021. Noted
18. WY Police April Safe Scheme report. Noted

#### **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.  
This had been debated under the District Cllr agenda item. **Resolved:** To Ask Kirklees Council for start and finish details of the North Kirklees Orbital route and proposals for the Flockton bypass. To ask for the Wakefield MP's position on this. CPC are adamant these proposals should not come anywhere near Jct 39.

#### **25. Village Institute Charity Committee (VICC)**

1. For committee to approve and full council to receive the minutes of the meeting held 19<sup>th</sup> March 2021. circulated prior, taken as read.  
**Resolved:** That committee approve them as an accurate record and full council receive them.

#### **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.

Planning application 20/02695/FUL Land Nth of Peel Avenue- To be reported to enforcement for mud on highway, appears no wheel wash in place.

As previously discussed, to ask North Kirklees Council for more details re the orbital route and Flockton bypass start and finish.

After receiving the response from MCHLG re Planning application 20/02695/FUL Land Nth of Peel Avenue to call in the decision to write to MP stating the parish council's disappointment at the lack of intervention.

#### **27. Planning Applications for consideration**

1. **21/00748/FUL** 120 Painthorpe Lane
2. **21/00745/FUL** 17 Moorside Crescent Hall Green
3. **21/00739/FUL** 15 The Links Crigglestone

4. **21/00732/FUL** 2A Woodmoor Drive Crigglestone
5. **21/00711/FUL** 45 Willow Garth Durkar
6. **21/01033/FUL** 1 Patch Wood View Newmillerdam
2. **21/01106/FUL** 163 Hollin Lane Crigglestone
3. **20/02273/FUL** 8 Mill Farm Drive Newmillerdam
4. **21/00924/FUL** 32 Castle Meadows Hall Green

**Noted**

5. **21/00583/FUL** 178 Hollin Lane Crigglestone Wakefield WF4 3EG the proposal for the site is to build 4 new build four bed roomed houses. **Object** on grounds of Layout, density – 4 properties with associated bin storage and parking requirements for 2 cars each, results in overdevelopment of a relatively small area, and one on the border of the green belt boundary.

Access/traffic – The increase of vehicles to this section of Hollin Lane will increase the congestion at peak times. Design/appearance- The new developments are 3 storeys which is not in keeping with its surroundings. Noise/smell/air pollution –increase in air pollution due to 4 additional families with vehicles. Cumulative impact as mentioned above.

Additional comment – Should this application be approved; the public right of way must not be inadvertently compromised by the development and must remain fully accessible to the required width both during and after development.

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. **Object** on the grounds of: Layout, density – Up to 180 dwellings is an overdevelopment of the area Access/traffic – an additional 180 vehicles, at least, will add to the congestion of the surrounding link roads and especially up to Jct 39 of the M1. These vehicles will need to travel down Asdale Road and Denby Dale Road which already sees traffic at a stand-still at peak times. Preserves community life – The infrastructure to enable the area to cope with the additional inhabitants is non-existent and will significantly reduce the quality of life in the community. Air pollution will significantly increase both for the new inhabitants and the existing inhabitants. Cumulative impact – significantly increases bringing no benefits

**28. Hall Green Community Centre matters**

Meeting recently held; hopes are to reopen after 17<sup>th</sup> May. 2 groups ready to come back

**29. Hall Green Community Centre extension. Planning consent still awaited**

**30. Parks & Open Spaces matters**

1. For committee to approve and full council to receive the minutes of the meeting held 18th March 2021 circulated prior, taken as read.

**Resolved:** That committee approve them as an accurate record and full council receive them.

2. To receive findings of BMX Annual inspection report

The report indicated that the site has received the rating of– Safe to use. **Noted**

Update generally from Parks and Open spaces committee for information only.

Vandalism to wooden bench and picnic bench. Repair costs covered by the committees delegated authority. Parking deterrent installed to the 4 corners of Willow Garth Copse 22/23 April 2021, resulting in complaint from resident. (see correspondence).

It was agreed that the Wombles litter picking initiative are sent a congratulatory letter in appreciation of their efforts in looking after the parish.

**31. Health Safety and Finance Committee**

To receive the minutes of the meeting held 26th April 2021 and consider recommendations from said meeting. The minutes had been circulated prior and were taken as read.

**Resolved:** That the committee approve them as an accurate record, the full council receive them, and the recommendations stated within are also Approved.

**32. Police Safe Scheme. PC Firth attended at 7pm**

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. PC Firth asked if anyone had any queries re the SS report and spoke of the visits to the local businesses guilty of their vehicles breaching the weight restrictions. Police visits will continue; however awareness has been raised.

The following was raised, and PC Firth responded: Crime increases - an increase can be expected because lockdown is easing now, and things are going back to normal. Larger crimes, burglaries and theft because homes are being left empty as society returns to the workplace. Everyone must be vigilant, over the next 3 months.

Plantation woods back of daw lane fire engines called on 3 occasions, homeless activity was present. Recent Speed camera on Denby Dale Road was ineffective it seems that the word had got around, and people avoid the area. Stobart's vehicles are still going down Durkar Lane and Denby Dale Road East.

Cllr Platten was asked if she would continue being the Police liaison to which she agreed.

Priorities- DDR boys racers, deployment of Speeding camera smiley Sid on various routes in the parish. HGV companies' education in weight restrictions. Evidence of motorcycle Ledgard Drive that comes out of the woods onto Durkar Low Lane, every workday 6.10am-6.30am. No registration plate. ASB in Plantation Woods and Betty Eastwood Park.

**33. To receive feedback from representatives of external committees or other meetings, training.**

None attended

**34. To consider communication items:**

1. Press reports – Wakefield Express, Input to next Parish Link magazine, FB & Website.  
CPC's objections to Planning applications, efforts to address climate change by objecting to certain planning applications, Primrose Lane road works, reinstatement of the safe scheme.

**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 2021 – 7th September 2021.**

The clerk informed the meeting of the end of the remote meeting permission/legislation and now the uncertainty around face-to-face meetings and remote meetings. That dependant on the risk assessment still to be carried out and the findings from it, this would serve to be the most effective way around council business for the time being. **Resolved:** That the delegated authority is Approved as stated.

**36. To confirm date and time of next scheduled meeting of the Parish Council**

**Resolved:** Tuesday 1<sup>st</sup> June, 6pm. However this does depend on the risk assessment on face-to-face meetings.

- 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.

As there was no further business to be transacted, the Chairman thanked all for attending and closed the meeting at 20.31.

SIGNED

DATE

CHAIRMAN

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CRIGGLESTONE PARISH COUNCIL - PUBLIC PARTICIPATION SESSION

No members of the public were present