

CRIGGLESTONE PARISH COUNCIL

**Minutes of the meeting held on Tuesday 6th September 2022 at 6.00pm
In The Village Institute, High Street, Crigglestone, WF4 3EB**

Members Present: Cllrs J Craven, P Crompton, P Daniels (Chair), G Maconachie, C Platten, A Roe, C Binns, A Wilby

Attendees: Claire Cooper Deputy Clerk to the Council

Members of the public: District Cllrs Samantha Harvey, Cynthia Binns and Ian Sanders, 6 members of the public

85. Public Session

1. Resident requested support from the parish council on contesting a recent noise abatement order issued by WMDC (correspondence explaining issue circulated to councillors prior to meeting) Discussion ensued.

Resolved: Chairman advised that the whilst the Parish Councillors appreciate the predicament for the New Inn that they would be best advised to contact their own brewery solicitors as the Parish Council are be unable to support or advise in this private matter.

2. Resident requested action from the Parish Council in addressing the issues with continued abuse of weight restrictions on Bull Lane (correspondence explaining issue circulated to councillors prior to meeting).

Resolved: 1) HGV continued breach on rules for access down Bull Lane to be added to priorities list for Police Safe Scheme. 2) Clerk to write to Torque Distribution Centre to advise drivers on acceptable routes on exit 3) Police to increase presence at peak times. 4) Resident to continue to monitor and supply evidence of breaches.

86. To receive apologies and accept reasons for absence

Cllr P Denton – Family commitments

Resolved: That the reason for absence was received and accepted

87. To receive any declarations of interest from Members

Noted: Hall Green Community Association – Cllrs J Craven, M Oxspring are Trustees

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

Noted: None received

89. To receive such items that the Chairman may wish to lay before the Council

The Chairman advised that the recycling centre on Denby Dale road has retracted all of the previous WMDC permits and residents have to apply for new one via the website. If in doubt the recycling will accept proof of ID and address.

Resolved: The Clerk is to share information with general public via CPC Facebook The Chairman further advised that Durkar Stone has been vandalised with black paint over the letter R.

Resolved: 1) Cllr Wilby to enquire with known contractor/contact on how to resolve. 2) Clerk to arrange for necessary repair.

- 90. To approve as an accurate record the minutes of the council meeting held on 5th July 2022 (circulated prior)**
Resolved: That the minutes are approved as an accurate record and duly signed by the Chairman
- 91. Financial Matters:**
- To receive and approve bank and account reconciliation/statement, for period 1 April 2022 - 24 August 2022
Resolved: That the documents are approved as representing an accurate indication of the parish council's accounts and note the balance of £187,999.11
 - To approve: payment of accounts schedule.
Resolved: That the accounts are approved for payment after being independently scrutinised for accuracy by a councillor in attendance.
- | | | |
|-----------|----------------------------------|-----------|
| Staff | August salary | 1953.91 |
| Rynat Ltd | Annual inspection of BMX track | £96.00 |
| SLCC | Annual membership | £215.00 |
| Prologic | Asus Notebook x 11 | £4,422.00 |
| Pro Logic | Email and IT Hosting August 2022 | £101.80 |
| Plus net | Broadband August 2022 | £30.83 |
- To receive and consider the costings for immediate attention to the entrance lobby of the Village Institute flooring. Discussions took place.
Resolved: 1) Cllr A Roe proposed the installation of Basket Weave LVT at a cost of £1,452. Parish Council Approved. 2) Clerk to Village Institute to progress works urgently repair to floor.
 - To consider Clerks request for a new 13th Edition of The Local Council Administration Bible, by Charles Arnold-Baker.
Resolved: Approved
- 92. To receive updates from and submit issues to the Ward District Councillors regarding matters in our Parish**
Cllr Binns advised that the community summer scheme had been a great success with 39 children attending a minimum of 4 sessions each across the summer holidays. Plans are progressing to install a community garden for Beech view adjacent to Stoney Lane, and the Lakeside Creative Arts Centre are currently organising an Inclusion Diversity exhibition.
Cllr Sanders advised he just returned from annual leave and had used his time to progress plans for a Peace Garden at the rear of the Methodist Church at Newmillerdam.
- 93. Matters requested by Cllrs**
- Cllr Denton – To consider upgrade to Microsoft 365 Business Standard package that will give all members of the council and staff more capacity for storage and document access. **Noted:** Carried forward to next Parish Council meeting due to Cllr Dentons absence.
 - Cllr Wilby – To consider information relating to Cedar Court Hotel and agree any actions necessary. Cllr Wilby advised that Cedar Court had recently changed owners and could possibly be being purchased by the Home Office. Cllr Wilby further advised that he intends to write to the Home Office in his capacity as a resident and

also a Parish Councillor and ask for transparency and clarification on the Home Office involvement (if any). Discussions ensued.

Resolved: 1) Parish Councillors approved Cllr Wilby's approach to the Home office
2) Clerk to write to Home Office and request disclosure of information to present to Parish Council.

94. To receive Clerks report for information only

1) 16 The Links : The Chairman advised that Drain Aid quotation is not approved and requested clarification on ownership of drains adjacent to the property and Cllr Platten advised that deeds clearly showed that drains are the responsibility of WMDC.

Resolved: Cllr Platten to forward documents to the Deputy Clerk for further review and Deputy Clerk to revert to Clerk with outcome.

2) The Chairman requested an update on planned visit dates T&D Contractors to BEP to top dress dip in footpath.

Resolved: Clerk to enquire and revert to clerk with progress report.

95. Correspondence - to consider the following newly received and decide action where necessary (emailed prior)

1. YLCA White Rose Update of 11th July
2. NALC dementia friendly community centres survey
3. To consider the request for support from the Better Bus Campaign
4. To receive and consider request from residents for support in the Noise Abatement Notice of the New Inn, Durkar. New Inn Landlady and Resident supporters attended meeting and addressed council in public session at opening of meeting. Discussion ensued. *Noted in Public Session.*
5. NALC Chief Executives bulletin of 19th August 2022
6. White Rose Update of 19th August 2022
7. To consider request from resident for siting of a memorial bench in BEP
Resolved: Approved and matter passed to Parks and Open Spaces committee to liaise directly with the resident and progress.
8. NALC Annual Conference - 7th November 2022 London or remote attendance.
Noted: No interest was expressed during discussions.
9. Co-opted member recruitment for WMDC.
10. Civility and Respect newsletter
Noted unless otherwise indicated

96. Village Institute Charity Committee (VICC) matters

1. To receive the update report
2. To arrange the next committee meeting.
Resolved: Proposal from VI Committee Chairman for 16th September @ 6.30pm. VI Clerk to invite committee members and progress agenda.
3. To request the parish council approve a £1,500 layout for energy efficient lighting as per the report. **Approved.** VI Clerk to progress works.
4. To receive and consider for approval cost of £728 for redecoration of pink wall at Village Institute and fence painting. **Approved.** VI Clerk to progress works.

97. Planning & Rights of Way Committee (PROW)

For committee to approve and full council to receive the minutes of the meeting held July 19th 2022. **Resolved:** Approved as an accurate record and signed by Cllr Compton

98. Planning Applications for consideration

22/01239/FUL 10 Stoney Lane, Chapelthorpe, WF4 3JN Proposed Single Storey Side Extension, Loft Conversion with Roof Lights to Front. Solar Panels to the Rear.

22/01577/FUL 7 Hall Lane, Chapelthorpe, WF4 3JE Change of use of land to residential and erection of ancillary granny annexe

22/01690/TPO Pruning of 2 branches on a mature Beech Tree to give clearances to a neighbouring structure. Boyne Hill House, Boyne Hill, Chapelthorpe.

21/00410/S7301 5 Painthorpe Lane, Hall Green, WF4 3LA

Variation of Condition 2 (Approved Plans) of application 21/00410/FUL dated 27/01/2022 [which granted full planning permission for the demolition of existing building and construction of two storey building accommodating hot food takeaway on ground floor

22/01504/FUL Land Adj 1 Hollingthorpe Road, Hall Green, WF4 3NQ

Erection of two dwelling

22/01648/FUL 37 Hollingthorpe Road, Hall Green, WF4 3NL

Side extension to existing bungalow incorporating domestic loft and dormer to front

Resolved: All noted.

99. Hall Green Community Centre matters

A Community Bingo event will be hosted at the centre on Saturday 8th October from 1pm - 3pm. The Community Centre Christmas Tree lighting event will take place on Friday 2nd December - time to be determined.

100. Hall Green Community Centre extension

Building regulation documentation is still pending approval.

101. Parks & Open Spaces matters

1. For committee to approve and full council to receive minutes of meeting held 12th July 2022. **Resolved:** Approved as an accurate record and signed by Cllr Oxspring
2. Cllrs Wilby and Maconachie are meeting with Residents of Willow Garth to discuss signage to slow traffic through the garth.

102. Police Safe Scheme

1. To receive Safe Scheme report. Emailed report received and distributed. **Noted.**
2. Cllr Oxspring noted that the scheme officer was difficult to reach and therefore difficult to involve in incidents as they are identified. **Resolved:** Clerk to approach Safe Scheme Officers to request more accessible support through more or different contact details
3. To consider priorities. **Action:** Clerk to add the monitoring of Bull Lane HGV usage to PSS priorities.

103. To consider the option to 'opt-out' of the central procurement and appointment scheme Discussion ensued. **Resolved:** Cllrs reached decision not to opt out.

104. To pass a resolution to sign up to the civility and respect pledge' (pledge found page 1 of the Civility & Respect newsletter circulated prior). **Resolved:** All Cllrs voted to pass resolution.

105. **To receive feedback from representatives of external committees or other meetings/training.**
Cllr Daniels and Craven – attended Better Bus Campaign Friday 12th Aug they are going again on 19th September in Leeds
106. **To consider communication items:**
Press reports –Input to next Parish Link magazine, FB & Website.
Resolved: To include the usual community information with the addition of the changes to the household waste recycling centre permit and changes to bus availability.
107. **To confirm date and time of next scheduled meeting of the Parish Council**
Tuesday 4th October 2022 at 6pm in the Village Institute. **Approved.**
108. **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.**
109. **Personnel** - To receive feedback re the changes to hours of work and responsibilities for the Deputy Clerk and if they are working out or not?
Details of the meeting held between Clerk and Claire Cooper on Friday 19th August 2022 was shared with the Council.
Resolved: 1) That Claire will continue to work as Clerk to the Trustees of the VI fully and for CPC on a case-by-case basis. 2) That from 5th September Claire's hours will increase to 8hrs per week. 3) That Claire has been informed that whilst she is not eligible for automatic enrolment in the Council's NEST pension scheme she can opt in, which she has declined to do.

Personnel committee meeting scheduled for Monday 12th September at 10am is now cancelled. **Noted.**

As there was no further business to be transacted the Chair thanked everyone for attending and closed the meeting at 19.44pm.

Signed **Date.....**

Chair of Crigglestone Parish Council