

CRIGGLESTONE PARISH COUNCIL

Minutes of the meeting held on Tuesday 3rd October 2023 at 6pm in The Village Institute, High Street, Crigglestone WF4 3EB

Present: Cllrs: P Denton (Chair), C Binns, J Craven, P Crompton, P Daniels, J Ellis, M Oxspring, A Roe, G Maconachie, A Wilby

Attendees: Sarah Knowles-Clerk to the Council Claire Cooper – Deputy Clerk

Members of the public: District Cllrs: Cynthia Binns & Sam Harvey. 3 members of the public

117. To receive apologies and accept reasons for absence
None received

118. 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 M Oxspring, C Binns and J Craven as members of the Hall Green Community Association

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

120. To receive such items that the Chairman may wish to lay before the Council
The Chairman requested that members keep discussions to the agenda items and that all questions are to be through the Chair.

121. To approve as an accurate record the minutes of the council meeting held on 5th September 2023
Resolved: That the minutes are approved as a correct record and signed by the chairman
Cllr Daniels raised a point of order (see ST/O Oiii & P) as to why when listed in the minutes as items for next agenda, said items were not on tonight's agenda. Chairman allowed Clerk to answer.
Request to have Standbridge Lane Chemist item on November agenda was approved.

122. Financial Matters:

1. To receive and approve account & budget reconciliation reports to 31st August 2023
Budget indicator/receipts and payments/bank reconciliation & bank statement to 31 August 2023 had been circulated prior. This stated a current bank balance of £136,527.68

Resolved: That the reports are received and approved

2. To receive and approve the schedule of payments Resolved: Approved

Staff	Sept Salaries inc add hrs and expenses reimbursement	2624.81
ACCLC	Accountancy service for new system/software data input	345.00
ICO	Annual Data Protection fee	35.00
ACCLC	Accountancy services Sept 2023	144.00
Wakefield Website Design	Annual website hosting/maintenance fee	323.99
Glasdon UK Limited	3 x community benches	2805.47
The Village Institute	Recharge of improvement works	2,068.20
PKF Littlejohn LLP	Annual External Audit Fee	504.00
Plus net	Broadband September 2023.	30.83
Pro Logic	Email/IT Hosting	148.96

3. Grant Aid - for FBEP annual insurance approved and retrospectively recorded. Resolved: Approved

4. To receive Conclusion of External Audit from PKF Littlejohn for period April 2022 – March 2023. The Conclusion of Audit report stated no matters for concern. The report is required to be advertised on the noticeboard and on the council's website. Resolved: Noted

5. To receive and approve Village Institute re-charge of £2068.20 as per minute 110 of 5th September 2023. **Resolved: received and approved.**

123 To receive matters authorised by the Clerk in consultation with the Chair
None

124 To receive updates from and submit issues to the Ward District Councillors regarding matters in and affecting our Parish

1. Update from Dist. Cllrs on WMDC's proposals to tackle littering and Fly tipping in Painthorpe (Garden Terrace)
No further progress, District Cllrs will continue to chase.
D Cllr Harvey spoke of her support re the ASB of certain residents in Painthorpe, the re-opening of a Painthorpe Community Hub, the protests at Cedar Court Hotel re the housing of asylum seekers regarding which at the recent conference she was able to hear from Rober Jenrick on this same issue. 20mph speed restrictions is being campaigned and fought for. Three residents attended the D Cllr surgery held recently.
D Cllr Binns spoke of the required signage on Common View – ongoing, that the landowner opposite BEP on Haveroid Lane has been traced and confirmed a contractor has been instructed to cut back the overhanging trees into the highway, works to commence beginning of October 2023
D Cllr J Bryan had submitted an updated report which was received. It was agreed to contact Cllr Bryan and request his attendance at a meeting as he has not introduced himself since being elected in May 2023.

125 Matters requested by Cllrs

1. Cllr G Maconachie – to inform the council (for information only) of the tension felt by residents after recent Anti-Social Behaviour incidents. Details of misdemeanours of certain individuals causing the ASB and the tension felt by residents was shared with the meeting. Police and WMDC are not acting in the residents' best interests and there is little evidence of any concern by the agencies that can actually do something about this. **Resolved: Information received, and update noted.**
2. Cllr G Maconachie – For Parish Council to consider, in principle, supporting the endeavours of the Painthorpe residents to establish a community hub initiative for the area, to promote a sense of identity community cohesion, address diversity and isolation.
Discussions were held and ideas suggested. **Resolved:** It was moved and seconded that in principle the parish council would offer support, specific details would be required in future. In their resident capacity Cllr Grant Maconachie and Cllr Paul Denton, along with other resident's will approach Riverside to ask if it can be re-utilised.
3. Cllr P Denton – To request that Freedom contractors replace the Christmas Tree at The Nelson, as their extensive groundworks to install an electricity station have resulted in the existing tree's demise.
Resolved: Approved

126 Police Safe Scheme

The Safe Scheme report had not been received for circulation prior. The Police were not in attendance. No priorities were discussed.
Deferred from last meeting - To consider the effectiveness of the Safe Scheme
Discussions were entered into around what the scheme was supposed to offer, what it was offering, the restraints of the officers working the scheme, the budget and household cost.
A vote took place to ask if the Safe Scheme was effective which resulted in; 3 effective, 6 not effective, 1 abstention. **Resolved:** That future meetings are required to agree on a way forward.

127 To receive Clerks' report – Resolved: That the report is received and noted

128 Update on Possessory Title of Howard Crescent and adjacent resident's request
Verbal update from the Clerk. Details in the Clerks report

129 To receive the Autumn 2023 Newsletter draft content for any additions and approval

Resolved: That the circulated draft content is approved. To include WG slow down signage, parish councillor vacancy if space available.

1. To approve the use of DMP Solutions Printers & Distributors as in previous years **Resolved: Approved**
2. To agree to only print 4,000 copies due to wastage in previous years. **Resolved: Approved**
3. To agree a delivery date of around the 1st November to facilitate more economic postage. **Resolved: Approved.**

130 Correspondence - to consider the following newly received and decide action where necessary

1. Resident request for a Pelican or Zebra crossing, Bull Lane/High Street area. **Resolved: Clerk to respond with the outcome of the site visit/survey by WMDC**
2. Resident enquiring about mobile speed sign for Denby Dale Road on the stretch after the British Oak going towards Blacker Hall Farm. **Resolved: To request Smiley SID**
3. NALC Blue plaque scheme – levelling up scheme **Noted.**
4. Invitation to the Chairman and Consort to Civic Service on Sunday 15th October 2pm. **Resolved: Clerk to respond that Chair cannot attend due to home responsibilities**
5. YLCA - D Day 80- 6 June 2024 event guidance pack. **Noted**
6. Slow Ways – National Walking network initiative to connect Britain’s Towns, Cities, parks – Resolved: Deferred to PROW Committee
7. WMDC - Winter Service 2022/23 - Salt Provision for Parish and Town Councils **Resolved:** That whilst the parish council cannot take up this invitation due to having no storage area, the Clerk is to request for Blacker Lane, Cliff Road to be added to WMDC highway schedule
8. WMDC Climate Action Team – Solar energy in schools **Noted**
9. SLCC - News Bulletin - 19 September 2023 **Noted**
10. NALC -Bulletins 7 Sept, 14 Sept & 21 Sept **Noted**
11. Wakefield Civic Society – Newsletter 03: 2nd September & 04: 14th September 2023 **Noted**
12. YLCA – Bulletins Aug 2023, 4 Sept, 8 Sept & 22 Sept **Noted**
13. Neighbourhood Policing Team - NWS NEWSLETTER September 2023 **Noted**
14. West Yorkshire Community Alert - September edition of OUR NEWS **Noted**
15. West Yorkshire Community Alert - Campaign Launches to Tackle Inappropriate Behaviour Towards Women and Girls (uploaded to FB) **Noted**
16. Yorkshire & Humber Association of Civic Services - Summer Newsletter **Noted**
17. WMDC Cosmetic Treatments - Copies of Byelaws **Noted**
18. WMDC Regeneration Priorities – Sth Elmsall to the City Centre **Noted**

131 Finance & General Purposes Committee (F&GP)

1. For committee to approve and full council to receive the minutes of the meeting held Wednesday 13th September 2023 and consider for approval the recommendations presented. **Resolved: Committee approve minutes as an accurate record, full council received. Recommendations presented to full council moved, seconded and approved for implementation.**
2. **To receive from the Council any other budget considerations for 2024 -25**
Resolved: To calculate an increase in the Safe Scheme and events expenditure and report what effect that could have on the budget and precept claim.

132 Personnel Committee

1. For committee to approve and full council to receive the minutes of the meeting held Wednesday 20th September 2023 and consider for approval the recommendations presented.
Resolved: Committee approved the minutes as an accurate record, full council received.
Recommendations presented to full council moved, seconded and approved for implementation.

133 Village Institute Charity Committee (VICC) matters

To notes of the meeting held 25th September 2023 and consider any recommendations. Circulated prior. Discussions took place around the predicted budget deficit and measures to address this.

Resolved: That CPC will take this into consideration at their budget/precept setting process in December.

134 Planning applications for consideration

Please refer to the planning & ROW minutes of 13th September to see applications dealt with by the committee at that time.

23/01734/FUL 54 Durkar Low Lane Durkar WF4 3BQ Demolition of existing bungalow and erection of detached bungalow, with detached garage. **Noted**

135 Planning & Rights of Way Committee (PROW)

1. For committee to approve and full council to receive the minutes of the meeting held Wednesday 13th September 2023 and consider for approval the recommendations presented.

Resolved: Committee approve minutes as an accurate record, full council received. Recommendations presented to full council moved, seconded and approved for implementation.

2. Arrange meeting date for footpaths meeting now that maps have been received electronically from WMDC **Resolved: to make the arrangements outside of this meeting.**

136 Hall Green Community Centre matters – update

No major matters to report, except new pads for the defib are required. Sat 7th October 1.30pm jumble sale to raise funds for the extension. Crigglestone, Hall Green and Newmillerdam Historical Weekend Saturday 28th 10 -5 & Sunday 29 October 2-6 pm.

137 Hall Green Community Centre extension – meeting with WMDC Grants Officer and Legal department is set to take place in October with CPC Clerk in attendance to consider the implications of being joint tenants.

138 Parks & Open Spaces matters

1. For committee to approve and full council to receive the minutes of the meeting held Wednesday 27th September 2023 and consider for approval the recommendations presented. **Resolved: Defer the minutes to next meeting**

The Clerk read out the recommendations from the minutes to full council. **Resolved: That the recommendations presented to full council are moved, seconded and approved for implementation.**

2. Update from committee or FBEP the updates are minuted from the last meeting, however additionally the Friends are asking for a tree to be planted and a plaque sited on a bench for an ex-member and committed helper of Betty Eastwood Park. The aforementioned bench does require a new top. **Resolved: further research required then add to next full council agenda.**

139 To initiate the Event Working Party for the 80th Anniversary of D Day June 2024

Cllr Daniels resigned from this committee. **Resolved: that dates are circulated to facilitate a first meeting.**

140 To arrange initial meeting date for Community Hero Committee

Cllr Daniels resigned from this committee. **Resolved: That the committee meet Wednesday 11th October 11am at the VI.**

141 To receive feedback from representatives of external committees or other meetings/training
None

142 Update on recent Co-option procedure (closing date of 28th August 2023)

No interest received. WMDC Electoral Services advised, no response to date. **Noted**

143 To consider communication items:

Press reports – Input to next Parish Link magazine, FB & Website **Resolved: Usual content from the minutes and to include Vacancy of Cllr**

- 144 Items for next agenda**
Representatives for the respective Remembrance services, Sunday 12th November 2023 at St James' Church and Newmillerdam.
BEP bench memorial plaque for FBEP ex member
Chemist on Standbridge Lane – community frustration at level of service
- 145 To confirm date and time of next scheduled meeting of the Parish Council**
Tuesday 7th November 6pm approved.
- 146 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 Chair thanked everyone for attending and closed the meeting at 20.03pm

Signed.....Date.....
Chair of Crigglestone Parish Council

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CRIGGLESTONE PARISH COUNCIL - PUBLIC PARTICIPATION SESSION

2 members of the public attended to speak on Planning application Change of use from dwelling to mixed use dwelling and Dog Day Care premises and thank the Parish Council for their objection to the application.
1 member of the public attended to observe.