



CRIGGLESTONE PARISH COUNCIL

Web site: www.crigglestonepc.org

Parish Clerk – Mrs Sarah Knowles

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

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

3 January 2024

Dear Councillors

You are hereby summoned to attend the meeting of Crigglestone Parish Council to be held on Tuesday 9 January 2024 at 6pm in The Village Institute, High Street, Crigglestone, where the following business will be transacted:

Claire Cooper

Deputy Clerk

Crigglestone Parish Council

Members of the public are welcome to attend a 15-minute Public Participation Session at 6.00pm.

A G E N D A

- 1. To receive apologies and accept reasons for absence**
- 2. 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.
- 3. To consider requests received by the Clerk for dispensations under Section 33 of The Localism Act 2011**
- 4. To receive such items that the Chairman may wish to lay before the Council**
- 5. To approve as an accurate record the minutes of the council meeting held on 7th Nov 2023**
- 6. Financial Matters:**
 - 1.** To receive and approve account & budget reconciliation reports to 30th November 2023. Deferred to February 2024 due to Clerk absence.
 - 2.** To receive and approve the schedule of payments inc Clerk and Deputy Clerk expenses reimbursements and additional hours.
- 7. To receive matters authorised by the Clerk in consultation with the Chair**
- 8 To receive updates from and submit issues to the Ward District Councillors regarding matters in and affecting our Parish**
- 9 Police Safe Scheme**

1. To receive Safe Scheme report
2. To consider priorities

10 Matters requested by Cllrs

Cllr Ellis report on PACT meeting held on 19 Dec 2023.

11 Internal Auditors Report

To receive the Internal Auditors Report received in November 2023.
Deferred until February 2024 due to Clerk absence.

12 Clerks' report (circulated prior)

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

- 1: Council Vacancies Webinar - Tuesday, 5 December emailed to Cllrs 27/11/23
- 2: Induction for New Clerks Webinar emailed to Cllrs 28/11/23
- 3: Chair's Discussion Forum - 5 December emailed to Cllrs 28/11/23
- 4: Civic Society Events this week emailed to Cllrs 29/11/23
- 5: Website - Contact page form message from Labour party candidate for 2024 emailed 28/11/23
- 6: SLCC News Bulletin - 29 November 2023 emailed to Cllrs 5/12/23
- 7: YLCA November Law and Governance Bulletin emailed to Cllrs 08/12/23
- 8: YLCA CHIEF EXECUTIVE'S BULLETIN emailed to Cllrs 08/12/23
- 9: Our Year Wakefield District 2024 - Town and Parish Council Liaison emailed to Cllrs 08/12/23
- 10: Welcome to Community First Yorkshire News 1 December 2023 emailed to Cllrs 08/12/23
- 11: Weekly licensing list emailed to Cllrs 08/12/23
- 12: Resident communication re Bench etc emailed to Cllrs 08/12/23
- 13: Breakthrough Communications Webinar Training Sessions December 2023 to March 2024 emailed to Cllrs 08/12/23
- 14: WYP Fraud incident - please read and pass on [#189805693] emailed to Cllrs 08/12/23
- 15: WYP Don't Forget – set your burglar alarm at night! [#190092121] emailed to Cllrs 08/12/23
- 16: SLCC Calling all Clerks & Councillors: Exclusive Invitation emailed to Cllrs 08/12/23
- 17: Welcome to Community First Yorkshire's Funding Bulletin December 2023 08/12/23
- 18: NALC Chief Executives Bulletin 7 December 2023 emailed to Cllrs 08/12/23
- 19: Weekly licensing list emailed to Cllrs 15/12/23
- 20: Community Buildings Network meeting invitation emailed to Cllrs 15/12/23
- 21: YLCA Information Bulletin & Training 8 December emailed to Cllrs 15/12/23
- 22: Welcome to Community First Yorkshire News 8 December 2023 emailed to Cllrs 15/12/23
- 23: Weekly planning lists 11th December 2023 emailed to Cllrs 15/12/23
- 24: Communicating Around Major Incidents | Online Workshop | 2 Feb 24 emailed to Cllrs 15/12/23
- 25: News Bulletin - 13 December 2023 emailed to Cllrs 15/12/23
- 26: Crigglestone PACT meeting – 19th December 2023 7.30pm [#193700399] emailed to Cllrs 15/12/23
- 27: Trees, how we're decarbonising, more ways to recycle emailed to Cllrs 15/12/23
- 28: YLCA Nimble E-Learning emailed to Cllrs 15/12/23
- 29: Charing Skills Part 1 & 2 Webinar Sessions - January 2024 emailed to Cllrs 15/12/23
- 30: A Round Up of Safeguarding News November 2023 emailed to Cllrs 15/12/23
- 31: Welcome to your December issue of Rural News emailed to Cllrs 15/12/23
- 32: New Policing Presence Launches In City Centre To Deter Shoplifters emailed to Cllrs 15/12/23
- 33: NALC Chief Executives Bulletin 14 December emailed to Cllrs 15/12/2
- 34: Welcome to Community First Yorkshire News 15 December 2023 emailed to Cllrs 15/12/23

- 35: YLCA White Rose 15 Dec 23 and 4-15 Jan Training & Discussion Forums emailed to Cllrs 15/12/23
- 36 : Weekly licensing list 15/12/2023 emailed to Cllrs 18/12/23
- 37: National Emergency Area Retrofit letter emailed to Cllrs 18/12/23
- 38: Weekly licensing list emailed to Cllrs 29/12/23
- 39: YLCA Information Bulletin & Training 21 December emailed to Cllrs 29/12/23
- 40: Regen Round-up 2023 emailed to Cllrs 29/12/23
- 41: Views sought on West Yorkshire Police funding for the year ahead emailed to Cllrs 29/12/23
- 42: Weekly lists 18th December 2023 emailed to Cllrs 18/12/23
- 43: YLCA Law & Governance Bulletin December 2023 emailed to Cllrs 29/12/23

14 Finance & General Purposes Committee (F&GP)

Cllrs Denton , Craven, Daniels, Compton, Oxspring
Next meeting deferred due to Clerk absence.

15 Village Institute Charity Committee (VICC) matters

The next meeting of the Village Institute Committee is scheduled for 29th January 2024.

16 Planning & Rights of Way Committee (PROW)

1. To receive verbal update from footpaths/public rights of way meeting held 8 January 2024.
2. WMDC Local Development Plan 2036 – To receive an update on advise sought on the avenues available to the Council in raising an objection to a statement in the final report.
3. To consider draft of response to Boundary Commissions proposals to review WMDC ward boundaries/ composition(circulated prior).

17 Planning applications for consideration

1. 23/02279/FUL | Two storey extension to side | 25 Ledgard Drive Durkar Wakefield West Yorkshire WF4 3BP
<https://planning.wakefield.gov.uk/online-applications/applicationDetails.do?keyVal=S4ZV95QQ01T00&activeTab=summary>
2. 23/02285/EIASC | Request for a Scoping Opinion under Regulation 15 of The Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (as amended) in respect of a mixed use development comprising up to 100 residential dwellings (Use Class C3) with erection of employment floorspace (Use Classes E(g)(ii) and (iii), B2 and B8 with ancillary office) with associated servicing and infrastructure including parking facilities, vehicle, pedestrian and cycle circulation, public open space, landscaping, ecology and noise mitigation, demolition of existing buildings and earthworks to create development platforms, drainage and means of access from the A636. | Broad Cut Farm Denby Dale Road Calder Grove Wakefield WF4 3AB.
<https://planning.wakefield.gov.uk/online-applications/applicationDetails.do?keyVal=S54SVQQQ0AG00&activeTab=summary>
3. 23/02297/FUL | 1.5 storey side extension to the north and south side elevations of the dwelling | 673 Denby Dale Road Calder Grove Wakefield WF4 3DL
<https://planning.wakefield.gov.uk/online-applications/applicationDetails.do?keyVal=S56JF0QQMZZ00&activeTab=summary>

- 18 Hall Green Community Centre matters – update**
To receive the report from Cllr Binns.
- 19 Hall Green Community Centre extension**
To receive a report following the meeting with WMDC and consider the motion that Crigglestone Parish Council take over full ownership of Hall Green Community Centre to move forward with the planned extension of the building.
- 20 Parks & Open Spaces matters**
To note the postponement of the 13 Dec POS meeting due to lack of quorum.
To consider the effectiveness of the POS committee and combining it with the Finance & General Purpose Committee, and further to this establishing a POS/FBEP Working Party.
- 21 To receive feedback from representatives of external committees or other meetings/training**
- 22 80th Anniversary of D-Day**
To arrange first Events Working Party and confirm members (Cllrs Craven, Crompton, Denton)
- 23 Community Hero's Award 2024**
To receive a report from the Community Hero's Committee and consider their recommendations(circulated prior).
- 24 Lamppost Hanging Basket & Christmas Tree Working Party**
To form a working party to progress planning of hanging basket and xmas tree lamppost locations for 2024.
- 25 To consider communication items:**
Press reports – Input to next Parish Link magazine, FB & Website
- 26 Items for next agenda**
- 27 To confirm date and time of next scheduled meeting of the Parish Council**
Tuesday 6 February 2024 6pm
- 28 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.**
- 1. An update on the Clerks absence and return to work plan.**