

CRIGGLESTONE PARISH COUNCIL

Minutes of the meeting held on Tuesday 7th March 2023 at 6pm in The Village Institute, High Street, Crigglestone WF4 3EB

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

Attendees: Sarah Knowles-Clerk to the Council

Members of the public: District Cllrs: Cynthia Binns, 1 observer.

1. To receive apologies and accept reasons for absence

Cllr P Denton - Family commitments

Cllr Wilby – away

Resolved: That the reasons for absence are approved.

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.

HG Community Centre Trustees– Michael Oxspring, Cynthia Binns, Jackie Craven

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

None received

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

Get well card for Reverend Greaves. **Approved.**

5. To approve as an accurate record the minutes of the council meeting held on 7th February 2023 (circulated prior)

Resolved: That the minutes are approved as an accurate record and signed by the Chairman.

6. Financial Matters:

1. To receive and approve account reconciliation to 28th February 2023 **Approved**

2. To receive and approve the schedule of payments inc Clerk and Deputy Clerk expenses reimbursements

Resolved: That the schedule is approved for payment.

Staff Salaries	February 2023	£2319.86
PAYE	Qtr 4 (late)	1753.50
West Yorkshire Police	Safe Scheme qtr 4	£1749.44
WMDC	Wombles Grant Aid waste bin procurement	3148.00
WMDC	Christmas trees & lights provision	£7114.06
A Towlerton	Planning Consultant – LDP 2036	£400
T&D Contractors	Tree storm damage& storm drain grill	708.00
Plus net	Broadband	£31.44
Pro Logic	Email and IT Hosting	£146.08

3. To note that HMRC have advised the PAYE payments are out of sync.
payment of £1753.50 is required and is on the payment schedule. **NOTED**

4. To consider increase in hanging basket recurring sponsor fee
Resolved: That an increase of £2.50 is applied to the recurring sponsor fee from 2023 onwards.

7. **To receive feedback from the Internal Controls check, carried out by Cllr P Denton and Cllr G Maconachie**

Cllrs Denton (via email) and Maconachie reported back on their findings of the random sample testing undertaken to which they found all in order with no irregularities. The council considered the complete checklist and either agreed or disagreed with the evidence.

Resolved: That the internal financial controls check is reviewed and approved as carried out accordingly and effectively and was signed off by the Chairman.

8. **To receive recommendation from Cllr P Denton re review of Financial Regulations (supporting)**

The Clerk and Cllr Denton had reviewed the current document. The amendments required had been circulated prior for council's consideration. Cllr Denton (via email) recommends to council that the amendments are appropriate for approval.

Resolved: That the amendments are approved, and the Financial Document updated and uploaded to the website for information.

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

Cllr Daniels -Telegraph pole on Denby Dale Road East, why has it been replaced in same place? Request to re-site the pole due to concerns of danger to life in its current location.

Cllr Roe - Cars for sale being parked on the footpaths going into Wakefield.

Dist. Cllr Binns spoke of her involvement with the flooding issue at Beech Ave in Hall Green, WDH and WDC are not effectively working together on this. Highways has assured they will reline the pipe and strengthen it but cannot give a timescale.

WDC budget meeting attended, details of which were released last Wednesday, conservative party put an amendment in that council tax shouldn't go up, their proposal to spend £286,000 to procure 2 minibuses to cover the gaps in the bus service provision fell at the vote. Free WDC parking to cease.

10. **Matters requested by Cllrs**

Cllr Daniels - Between 460 Denby Dale Road East and 1 Durkar Court, 2 bollards require immediate remedial attention, 1 missing and one leaning at 45' angle. Matter referred to Dist Cllr Binns to look into.

Substantial pothole created by a water leak on the road near to Station pub at Dennington just before the road swings round. Matter referred to Dist Cllr Binns to look into. Clerk to also report this to Highways

11. **To receive Clerks' report (supporting /tabled)**

In addition, an update on the flytipping at Common Way was shared with the meeting.

Resolved: That the Clerks report is received. In regard to item 17 - Arnold Clark application 22/01749/FUL, Clerk was requested to enquire at what stage the case office was aware of the subbase excavation.

- 12. Correspondence - to consider the following newly received and decide action where necessary** (emailed prior)
- 1) Resident v CPC. Council's insurers have closed the claim due to lack of response from 3rd party.
 - 2) YLCA TRAINING PROGRAMME APRIL TO JUNE 2023
 - 3) YLCA Bulletin 24 February and March Training programme
 - 4) Community Donation-AES
 - 5) The Role of the Principal Authority Monitoring Officer Webinar - Thursday, 2 March
 - 6) Major projects newsletter
 - 7) Unity Trust Bank – cessation of cash deposits at Post Office counters **Noted.** Motion to complain to MP did not receive a majority vote.
 - 8) Invitation to attend virtual Engagement meeting with Yorkshire and Humber Climate Commission (YHCC)- Thursday 23 March 2023 (emailed 22/2/23).
 - 9) YLCA Law and Governance Bulletin
 - 10) Bus Service Changes - Arriva Yorkshire (circulated and uploaded to FB for resident information)
 - 11) WMDC confirmation of Precept demand
 - 12) YLCA Bulletins - 10 February
 - 13) Enquiry received re area of land off Haveroid Lane – research being conducted
 - 14) White Rose Bulletin - 3 February and Training & Discussion Forum Bulletin
 - 15) To receive the important information regarding Voter ID for this year's May elections
Resolved: Relay the voting information/dates/updates as and when received.
- 13. Village Institute Charity Committee (VICC) matters**
Nothing to report
- 14. Health Safety and Finance Committee**
Nothing to report at this time
- 15. Planning applications for consideration**
1. **20/00664/S7301** 133 Cliff Road, Crigglestone, WF4 3EL. Variation or removal of conditions 2 (approved plans), 6 (Construction management plan), 9 (materials), 11 (noise mitigation), 12 (bin storage), 17 (security measures) and 18 (external lighting) of approved application 20/00664/FUL dated 12.11.2020
 2. **20/02444/S7301** 198 Painthorpe Lane, Crigglestone, WF4 3HF. Variation of condition 3 (opening hours) of approved application 20/02444/FUL dated 18.3.2021 [which granted permission for a change of use from beauty salon with flat above to hot food takeaway with manager flat above, external flue to rear] to extend
 3. **23/00103/FUL** 599 Denby Dale Road, Calder Grove, WF4 3DJ. Part first floor rear and second floor extension.
 4. **23/00143/FUL** 122 Painthorpe Lane, Crigglestone, WF4 3HE. Two storey extension to front
 5. **23/00196/TCA** The Old School House, Hall Lane, Chapelthorpe, WF4 3JE. Removal of 5 no. trees along site boundaries - 1 holly, 2 conifers, 1 oak, 1 unidentified species"
Resolved: Noted

16. Planning & Rights of Way Committee (PROW)

The minutes and recommendations of the 13th February meeting had been circulated prior. **Resolved: 1)** That the committee approve the minutes as an accurate record and the full council approve the recommendations. **2)** That a letter of thanks is sent to the Wakefield Civic Society and Andrew Towleron for their committed efforts in their detailed submissions to the Local Development Plan 2026 Consultations.

17. Hall Green Community Centre matters – update

Jumble sale on 11th March. Proceeds to extension of HGCC

18. Hall Green Community Centre extension - update

Asbestos survey is required. Quotes obtained - Quote 1 £250 + vat, Quote 2 £380 + vat. As the building is owned by CPC, the survey (and subsequent asbestos removal) is the responsibility of CPC. The survey quotations were considered for what each proposed to undertake.

Resolved: Quote 1 from Bradley Environmental is approved. Cllr Binns to make the necessary arrangements.

WMDC Grants Office have now responded in that their legal team have no problem with the ownership of the land and the legality of Hall Green Community Centre receiving the funding should their application, due to be considered at the next panel meeting, prove successful.

19. Parks & Open Spaces matters

1. Update from committee or FBEP - Latest winds brought down the trees. FBEP still attending BEP and keeping it tidy.
2. Update on the drainage works to The Links/BEP. (Clerks report)
Further details are being collated from the contractor it is anticipated that an extraordinary meeting will be required to consider this issue. **NOTED**
3. To receive Tree risk assessment inspection report carried out 27 Feb 2023
Cllr Platten confirmed the assessor had attended and marked up the trees in need of attention, however the report had not been received.

20. Police Safe Scheme

To receive Safe Scheme report: Received and circulated prior. Speed cameras on Denby Dale Road had been witnessed recently.

To consider priorities. **Resolved:** No additional priorities

21. To receive feedback from representatives of external committees or other meetings/training

- Cllr Daniels -YLCA Chairs Forum – Very interesting platform for questions and answer sessions.
- Cllr Daniels and Clerk – 21 February 2023 Town and Parish Liaison meeting with WDC. Very informative with relevant guest speakers. However, extremely disappointed with the meeting time changes and that the chair and guest speaker had to leave at 12 noon to attend a WDC. They should be reminded that Town and Parish Cllrs are not paid and give up their time to attend to ask questions and gain the correct information, but then there is no one there once the presentation is over. **Resolved:** That the Chair is written to outlining the concerns raised above and request that in future WDC guest speakers put the time aside to attend in full, especially as the meetings are quarterly anyway.

22. To receive feedback/recommendations from events/project working party held Monday 6th March 2023

Kings Coronation A verbal report was shared, discussions ensued.

Resolved: Water bottles and pens with coronation and CPC logo, coronation bunting for BEP and the Village Institute are approved to be purchased. That the following Cllrs will attend the presentation at their chosen school Dane Royd – Cllr Denton, St James’ – Cllr Craven Mackie Hill – Cllr Daniels, Crigglestone Nursey – Cllr Binns

Community Benches The Clerk had met with the residents that had taken the time to respond to the public consultation on the locations put forward. A verbal report was shared, discussions ensued.

Resolved: Locations: Hollin Lane, Primrose Lane, Blacker Lane/Cliff Road are approved Bench style – WDC to supply the Glasdon recycled £541 + vat. Timings and installation costs (with concrete base) to be confirmed. To be financed from Community Infrastructure Levy

23. To consider communication items:

Press reports –Input to next Parish Link magazine, FB & Website

Voter ID arrangements. Kings Coronation bunting, in Betty Eastwood Park, community consultation benches project

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

Annual Parish meeting Tuesday 4th April 6pm

Council meeting Tuesday 4th April 2023 at 6.10pm in the Village Institute

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 were no further items for discussion, the Chair thanked everyone for their attendance and closed the meeting at 19.52pm.

Signed.....Date.....
Chairman of the Council