

# WALTON PARISH COUNCIL minutes

## Minutes of the Parish Council Meeting held on 26th May 2020

The meeting was held virtually using ZOOM software. All members could be seen and heard used the audio and video functions.

**Present:** Cllrs: E Fairclough (Chair), K Shaw, S Birkby, H Massey, T Saunders, J Carlon, P Lee, S Leith and C Pearson.

**In attendance:** the Clerk to the Council and 6 members of the public.

**01. To elect the Chair.**

**Resolved** to elect Councillor Elizabeth Fairclough as Chair who then signed a Declaration of Acceptance of Office.

**02. To elect the Vice-Chair.**

**Resolved** to elect Councillor Keith Shaw as Vice Chair.

**03. To receive apologies and approve reasons for absence.**

Apologies were received from Parish Councillors E Prince.

**Resolved** to approve reasons for absence.

**04. To receive declarations of interest.**

None.

**05. To approve the minutes of the council meeting held on 3<sup>rd</sup> and 20<sup>th</sup> March 2020.**

**Resolved** to approve the minutes of the meeting held on 3<sup>rd</sup> and 20<sup>th</sup> March without amendment.

**06. Public forum session – To permit members of the public to make representations, answer questions, and give evidence in respect of any item of business included in the agenda.**

A director of Working for Walton (now a registered Community Interest Company) explained the company wished to lease the former Tennis Club Pavilion, which has recently been vacated, to use for storage, hold coffee meetings, breakout meetings and restore the use of the property to avoid it being derelict. The company now wished to start negotiations with the Parish Council with no timeframe in mind.

3 members of the public left the meeting.

**07. To consider request by Working for Walton for a short-term lease of the former Tennis Club Pavilion.**

Members debated if there was a historic restriction placed on the use of the land listed in the legal deeds, the condition of the property and the need to undertake repairs/refurbishment as well as regaining possession of the property at the end of any granted lease period. Members also discussed the fairness of granting a lease for community use at the exclusion of other community groups. If a term of more than 12 months was proposed, testing the market may be advisable.

A proposal was presented to defer the request until further investigation of the deeds can be undertaken. A counter proposal was submitted to offer a short-term lease pending a long-term solution. Members queried whether a deferral would result in any new information if some members had already inspected the deeds. One member of the Planning Working Party had not yet had the opportunity to review the hardcopy deeds. The original proposal was amended to defer the request for 3 months pending investigation of the deeds, the legalities on the potential terms of a lease.

**Resolved** to defer the request for 3 months pending investigation of the deeds and the legalities on the potential terms of a lease.

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**08. To consider a request by a private individual to purchase the area of land known as Walton Tennis Club.**

As before, members restated it was unclear if there was a legal historic restriction imposed on dealing with the land. Some members felt the Parish Council should retain the land to ensure it is safeguarded for future generations. The majority agreed there was no requirement to sell the land and therefore the request should be declined now regardless of the Parish Council's powers to dispose of it. A proposal was submitted to decline the request but to carry out due diligence to determine if the land could be disposed of and/or any restrictions on the use. A counterproposal was made to simply decline the request. A vote took place on both proposals, with the first proposal carried.

**Resolved** to decline the request and to carry out due diligence on whether the Parish Council has legal powers to dispose of the land.

**09. To review the system of Internal Control and its effectiveness for 2020/21.**

**Resolved** to approve the system of Internal Control and its effectiveness for 2020/21 with one minor amendment to restate the General Power of Competence was renewed in May 2019.

**10. To receive the report of the Internal Auditor and to consider re-appointing the Internal Auditor for 2020/21.**

**Resolved**

- (i) to receive the report and note its contents detailing there were no matters of concern.
- (ii) to re-appoint Yorkshire Internal Audit Services as internal auditor.

**11. To consider approval of the Parish Council Final Accounts for the year 2019/20.**

**Resolved** to approve the year end accounts.

**12. To consider agreement to the nine statements for the Annual Governance Statement (Secn 1 of the Annual Return).**

**Resolved** to agree the nine statements for the Annual Governance Statement of the Annual Return.

**13. To consider approval of the Accounting Statements (Secn 2 of the Annual Return)**

**Resolved** to approve the Accounting Statements of the Annual Return.

**14. To consider and approve rolling over bank signatories, the appointments of Parish Council representatives to outside bodies, Staffing Committee and Appeal Committee for 20/21.**

**Resolved** to reconfirm the current bank signatories: Cllrs S Birkby, E Fairclough, K Shaw and the Clerk and rollover all other appointments of Parish Council representatives to outside bodies, Staffing Committee and Appeal Committee for 20/21.

**15. To consider future Parish Council meetings and the continuation of the Clerk/RFO's delegated authority.**

The Clerk submitted details (copy attached to minutes) of accounts paid totalling £7,869.79 for March 2020, and income received of £3,580.18. The accounts paid totalling £2,613.01 for April 2020 and income received of £21,649.96.

The account balances at the end of April 2020 are:

Current a/c:	£2,178.85
Barclays Business Res a/c:	£19,625.51
HSBC deposit a/c:	<u>£50,803.43</u>
Total	£72,640.79

Members wished to continue with reduced virtual meetings to include a report by the Ward Councillors and Police if the SAFE scheme was operational, with advice being monitored on when physical meetings

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can resume. The continuation of the Clerk/RFO's delegated authority would deal with operational matters.

Cllr Lee raised the planning application 19/02196/OUT for Bridge Farm whereby amended plans have been submitted. It was agreed original objections should be restated. Concerns were raised planning applications were being presented for development within the Greenbelt with similar schemes being approved by WMDC. It was the final wording to be finalised with the Planning Working Party and issued under the Clerk's delegated authority.

The Clerk informed members we had recently been contacted by the floral display supplier to state the planted wraparound style was unsatisfactory and due to a shortage of certain flowers caused by the pandemic an alternative hanging basket was proposed. A member had visited the nursery to view the proposed basket and a 50% refund offered. The alternative was a full 100% refund or a third option was identified that a Christmas tree with LED lights display provided during the winter months in place of the 50% refund. Councillors felt to avoid disappointment for sponsors to proceed with the alternative hanging basket and Christmas tree option. This will be approved under the Clerk's delegated authority as this was not an itemised agenda item.

Finally, the electrical installation condition reports were due with the electrician recommending the fuse board be upgraded at the Village Hall. The budget included the condition report but not the installation of a new fuse board. A quote was provided on the basis it would be more cost effective to install the new fuse board ahead of testing for the condition report. Members agreed it would be sensible to install the new fuse board now as part of the electrician's work. A member asked if the electrician could check if there was capacity within the fuse board at the Tennis Pavilion should the Parish council decide to lease it going forward. Again, the quote will be approved under the Clerk's delegated authority as the quote was not an itemised agenda item.

### **Resolved to**

- (i) resume scheduled meetings from 7<sup>th</sup> July 2020 to be held virtually, on a reduced basis until further physical meetings can resume.
- (ii) Continue with the Clerk/RFO's delegated authority and refer items of significant importance to be dealt with at scheduled virtual meetings.

Meeting closed at 8.50 pm.