

# WALTON PARISH COUNCIL minutes

## Minutes of the Parish Council Meeting held on 2<sup>nd</sup> January 2018

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

**In attendance:** Cllrs: M Cummings, Sgt Matt Jackson & the Clerk to the Council.

**124. To receive apologies for absence.**

Apologies were received from Cllrs: H Massey, E Prince, Ward Councillors F Heptinstall and A Manifold (WMDC).

**125. To receive declarations of interest.**

Cllr K Rolinson as a member of Working for Walton in agenda item 8.4.

**126. To approve the minutes of the Parish Council meetings held on 5<sup>th</sup> December 2017.**

**Resolved** to approve the minutes of both parts of the meeting held on 5<sup>th</sup> December 2017 without amendment as a correct record.

**127. To be notified of matters accomplished or arisen since the last meeting not included elsewhere on the agenda.**

(Ref min 114 (3)) The sum of £40,152.02 has been invested in HSBC in a one-year fixed term high interest deposit account.

Cllr P Lee requested for the Walton Community Library (WCL) to be added to the agenda monthly until July 2018 to receive an update which was supported by Cllr S Birkby.

Cllr J Carlon updated the Parish Council confirming the Chair to WCL has met with the CEO of the Walton Academy Trust (WAT) with their proposal to erect a modular building on the School's land. The CEO agreed to speak with the WAT and Governors of the School next week. WCL has proposed a piece of land be hived off and they enter a lease with WMDC rather than a sublease with the WAT for funding reasons. It is anticipated WCL would need at least a 25-year lease to obtain funding. WCL are in the process of commissioning a land survey and have acquired three proposals from timber frame panel companies. A planning application decision is expected at the end of April 2018 with a lead time of 8 weeks to have some sort of building in place. It is expected the Secretary of State's consent will also be needed.

**128. 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.**

None present.

**129. To receive a report on the SAFE scheme and Police matters.**

Sgt Matthew Jackson reported 4 hours were worked in December due to personnel shortages, with 1 criminal damage and 2 other crimes reported alongside a littering complaint.

A traffic officer spent some time on Shay Lane on 7 December 2017 following speeding concerns raised by a resident. Two speeding tickets were issued and a fine for a car in operation without MOT. A vehicle was also seized for also having no insurance. School area and early morning patrols conducted around the beginning of the month.

The criminal damage report relates to damage to a vehicle but there is no evidence at this stage to progress the matter. The vehicle interference relates to a broken front and side window of a vehicle. It is thought nothing was taken. Finally, the assault complaint relates to suspects coming out of Walton Social Club carpark which will be closely monitored to ensure drugs are not being taken in the vicinity.

# WALTON PARISH COUNCIL minutes

The new grocery store on School Lane will have extensive CCTV including an external camera at the front and other stringent conditions. There has also been dog fouling reported on Brooklands Avenue.

**Resolved** to note the reports.

## 130. To receive reports from WMDC Ward 5 Councillors.

Cllr M Cummings of WMDC reported the overhanging vegetation on Shay Lane has been completed and Wakefield Housing District have been informed of the partial job on Brooklands. Cllr K Shaw commented the job was still not completed with the gutters still to put on. Cllr Cummings reported the VMS should be operational by the middle of the month.

In relation to the Brook Farm development, Ward councillors attended a cabinet meeting in December 2017. From previous minutes, it was noted an amount of money was set aside for the adverse impact the development would cause 3 identified sports club in the vicinity. They are required to submit impact assessments and the process will be managed by the cultural department within WMDC. There were also discussions of an amount up to £60,000 to be spent installing allotments, however if the Parish no longer wished to have allotments, they could come forward with schemes aligned to the Neighbourhood Plan as an alternative. Cllr Cummings suggested representatives from the Parish Council attend a further meeting with Cllr L Shaw and Kevin Fisher of WMDC to discuss what funds were available to the Parish Council and to put forward schemes.

**Resolved**

- (i) to provide two Parish Council representative's availability to assist Cllr M Cummings to arrange a meeting with Cllr L Shaw and Kevin Fisher as soon as possible to discuss funds for the Parish Council; and
- (ii) to note the other reports.

## 131. Finance & Governance

### 1. To approve accounts to be paid, already paid under delegated powers and income received December 2017.

The Clerk submitted details (copy attached to minutes) of accounts paid totalling £1,862.45 and income received of £724.39 in December.

The account balances at the end of December are:

Current a/c:	£558.99
Barclays Business Res a/c:	£24,697.43
HSBC deposit a/c:	<u>£40,145.02</u>
Total	£65,401.44

**Resolved:** to approve the financial statements and payments.

### 2. To consider renewal of the SLCC membership for 2018.

**Resolved** to renew the Clerk's SLCC membership for 2018 for £147.

### 3. To consider the budget for 2018/19.

The Clerk had circulated a proposed budget with the agenda and she explained the basis on which it had been prepared.

**Resolved** to approve the budget.

### 4. To consider hire charges for 2018/19.

The Clerk circulated details of the hire charges to all users with the agenda and confirmed the charges were last increased in 2014. Users are categorised into occasional, communal and commercial hirers.

## WALTON PARISH COUNCIL minutes

There was also a separate rate for children's groups. Cllrs agreed the children's group rate should be aligned to communal hirers to streamline the hourly rates. Furthermore, all regular hirer rates would increase by a small sum to reflect the increases in running costs. Consideration was given to a discounted rate for residents, but this was rejected on the basis it would complicate the rates charged further. New rates were set and agreed for new regular hirers.

Cllrs discussed a flat day rate for hirers wishing to hire the whole hall from 9am to 5pm by offering a small discount, however the discount considered appropriate did not seem worthy to make a difference and therefore it was agreed not to implement this.

The Parish Council considered a request by a Cllr to hire the hall on Christmas Day 2018, for a personal event, which was usually closed due to the caretaker's annual leave. The Cllr confirmed she would be happy to open/close the hall to avoid the caretaker having to work. Cllrs felt this was a privilege that would only be afforded to Parish Cllrs and could therefore be considered an abuse of powers. Consequently, the Cllr agreed to withdraw her request.

Working for Walton have proposed a charging structure for use of the hall for village events which was circulated by the Clerk. The Parish Council have previously discussed a Charitable lettings policy to deal with the use of the hall by various charities/community groups within the village. It was thought a 'Walton based charity' was too wide a definition and therefore named organisations were identified who run events for the benefit of the village or contribute to the Neighbourhood Plan. A proposal was put forward by Cllr S Birkby to provide a free number of events per year to the named charities/groups or on a first come first serve basis. Discussions ensued as to whether 1) a policy was necessary and if requests could be considered on a case-by-case basis; 2) why different number of events were proposed for different groups; and 3) whether a nominal charge should be requested to cover running costs. Cllrs felt that a policy was necessary to avoid similar discussions each time a charity/group wished to hire the hall and for consistency/fairness. The difference in the number events was based on identified events each group had used the hall in the past including AGM's and a nominal charge was disregarded on the grounds this would probably be negligible. Cllr P Lee proposed the following organisations, Working for Walton be offered 4 events, Walton Community Library 2 events, HOW project, 1 event, Friends of Walton 1 event, free of charge. Following a vote, 6 Cllrs voted in favour of this proposal, 2 against and 1 Cllr excluded from the vote.

### **Resolved**

- (i) to adopt the newly agreed rates for implementation from 1 April 2018;
- (ii) to adopt a Charitable lettings policy offering named organisations use of the hall free of charge for the specified number of events.

### **5. To consider the precept for 2018/19.**

The Clerk circulated the proposed precept based on the budget. It was noted this was less than the rate of inflation and in line with the projected income/expenditure.

**Resolved** to increase the precept by £1,100 from £34,700 to £35,800, a rise of 1.9%.

### **132. To consider correspondence received.**

#### **Resolved:**

- (i) To refuse a request by a regular hirer to receive a discounted rate for a personal event;
- (ii) To send a holding response to a resident who has requested to cut branches on a tree on the Recreation ground pending the Tree Survey given it was the subject of a Tree Preservation Order;
- (iii) To chase for the bi-annual tree survey which was overdue.
- (iv) to note other correspondence.

### **133. Planning Working Party.**

#### **1. To consider planning applications validated and decided December 2017.**

There have been 2 applications for Walton validated and 2 applications decided since the last meeting.

#### **Resolved:**

## WALTON PARISH COUNCIL minutes

- (i) To comment on application 17/00137/SUB01 - Land at School Lane, Walton, that the original planning decision specified the existing stone wall and original metal railings to the North and East boundaries were to be retained. The Parish Council would like formal confirmation these items are being delivered.
- (ii) To note the remaining validated and decided applications.

### 134. Village Hall and Coronation Cottage Working Party - to receive reports.

- 1. To receive quote on raised bed outside the Village Hall.

The Clerk reported a quote was received for the construction and filling of a raised bed immediately outside the Village Hall entrance door. The consensus was the quote was too expensive. It was agreed Cllr Shaw would measure the area, allowing for the Christmas tree to sit at the back of the raised bed, and for railway sleepers to be purchased separately from Earnshaws. Cllr C Wagstaff offered soil and Cllr Shaw agreed to purchase and plant the flowers.

**Resolved:** to reimburse Cllr K Shaw for the cost of flowers and railway sleepers.

- 2. To receive update/quotes on fire door located within the village hall.

The Clerk confirmed West Yorkshire Fire Brigade had clarified an external fire escape door was the appropriate type to attach to an external exit and not a fire-resistant door as previously advised. The Clerk also confirmed the insurance company set no specifications as to the type of fire doors to be installed.

**Resolved:** to purchase one fire escape door with push bar to replace the dilapidated door next to the village hall entrance at a cost of £980 plus VAT.

### 135. Recreation & Playgrounds Working Party - to receive reports.

The Chair reported a sixpence was found by one of the contractors clearing the School Lane site which was handed in to the Parish Council. The date on the sixpence is 1936. It has been suggested the coin be mounted with some history detailed and then hung up in the Village Hall.

**Resolved:** to mount the coin for display in the Village Hall.

- 1. To consider a proposal by Berkeley DeVeer Ltd to erect 1.8M permanent fence adjacent to the basketball pitch on the recreation ground.

It is believed the existing wall between the site and the basketball pitch was owned by the former junior school. Cllrs felt the proposed fence was unattractive and if it was needed, then it should be erected on their land and maintained by the new residents. Concerns were also raised that any new fence would affect the integrity of the retaining wall.

**Resolved:** to refuse the offer of a fence to be erected on the Recreation Ground on the grounds it was unnecessary, and any such fence should be situated on the new resident's land and maintained by them.

### 136. Environmental Improvements Working Party - to receive reports.

- 1. To receive Risk Assessment report on the Jubilee field.

Cllr C Wagstaff reported the field was all locked up and tidy with no issues.

**Resolved:** to note the report.

### 137. Tree Working Party - to receive reports.

None.

### 138. New website working party – to receive reports.

## WALTON PARISH COUNCIL minutes

The Clerk reported the working party had acquired four quotes, including one from the current provider giving the cheapest quote, however this would involve a move to a new platform but would not necessary be a bespoke new site design, as quoted by the other companies.

The Clerk reported the current website domain name is owned by the host company and would need to be transferred to any new designer.

It was agreed the working party would review the quotes and the Parish Council requirements to ensure the quotes were accurate and a recommendation made to the Parish Council.

**Resolved:** to note the reports.

**139. To receive matters reported directly to the Clerk.**

None.

Meeting closed at 9.55 p.m.