

# WALTON PARISH COUNCIL minutes

## Minutes of the Parish Council Meeting held on 6<sup>th</sup> March 2018

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

**In attendance:** Cllrs: M Cummings, F Heptinstall and A Manifold (WMDC), Sgt Matt Jackson, five members of the public & the Clerk to the Council.

**160. To receive apologies for absence.**

Apologies were received from Cllr S Birkby.

The Clerk announced that Councillor Karen Rolinson has resigned from the Council but has kindly agreed to attend the meeting to provide an update on the Neighbourhood projects. The Chair formally thanked Cllr Rolinson for her contribution to the Council on behalf of all members.

**161. To receive declarations of interest.**

Cllr C Wagstaff declared an interest in item 11.1 as the applicant to a planning application is known to him. Cllrs E Fairclough and H Massey declared an interest in agenda item 16.1 as the contractors are known to them.

**162. To approve the minutes of the Parish Council meetings held on 6<sup>th</sup> February 2018.**

**Resolved** to approve the minutes of both parts of the meeting held on 6<sup>th</sup> February 2018 with one amendment at paragraph 149 to stipulate: Cllr Lee noted the requirement to spend monies on outdoor pursuits was more prescriptive than previously indicated and said that the Parish Council should collectively consider its priorities in relation to spending the money allocated by WMDC.

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

Vat reclaim submitted for period 1 March 2017 to 28 February 2018.

**164. 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.**

The Chair to WCL provided a short update to stipulate the trustees are due to meet the directors of the WAT on 9 March 2018, which was postponed from 2<sup>nd</sup> March due to inclement weather. The WCL will provide an update to the Parish Council following this meeting.

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

There were 2 crimes reported during February 2018; 1 for criminal damage and 1 theft from a vehicle plus two fly tipping incidents.

The criminal damage involved an intoxicated individual at the Hotel and the theft from a vehicle related to an untidy search of a car on the drive on Manor Crescent.

Sgt Jackson confirmed now that tax discs have been abolished, Police have powers to seize untaxed vehicles. This was previously a power reserved only by the DVLA, which has now been extended to the Police.

Sgt Jackson reported the fly tipping locations were on Shay Lane and Haw park.

A councillor noted a resident near the top of the Balk is parking his van outside on the street outside which could potentially hinder visibility of on-coming traffic. Perhaps this is something traffic officers could check to determine if there is a risk. Concerns were expressed the new road layout was not visible during the heavy snow and no signage is used to warn road users. Cllr Cummings confirmed she will raise this with Highways to see if signage could be installed to warn users of the new layout.

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**Resolved** to note the reports.

### 166. To receive an update and for the Parish Council to resolve their position regarding Walton Community Library (WCL).

The Chair noted when the agenda item is to receive an update, any issues that arise from this update that require a decision will need to be listed as an agenda item at the following month's meeting to allow members sufficient notice of the issue at hand.

It was reported by the trustees of WCL that delay from discussions regarding the proposed 5-year lease by the School meant it was not possible to stick to the projected timetable and steps are unlikely to be in place for 16 July 2018 when WCL are required to vacate their current location. Discussions are still ongoing with Keepmoat/ENGIE and the Methodist Church regarding temporary relocation.

It was advised the Parish Council should consider resolving their position on WCL given requests had been made to increase their support of the WCL, whilst having regard to the interest of Walton Primary Academy (the School)/WAT.

A councillor noted the Parish Council had previously written to WMDC on several occasions and to Jon Trickett as MP in support of the WCL so perhaps consideration of this issue was past the relevant time. Further, the Parish Council has challenged external organisations in the past, particularly when the travellers site was proposed, therefore challenging the WAT should not be an issue now. It was identified there was a distinction between challenging external organisations outside the village and taking sides on a dispute between two organisations within the village; being WCL and the School/WAT. Councillors expressed the Parish Council should not support one organisation to the exclusion of the other, particularly if the dispute were to escalate.

Cllrs felt it was important to support the continuation of a library within the village in accordance with the Neighbourhood Plan as an existing facility. Other councillors felt it was necessary for the Parish Council to remain independent and maintain a relationship with both organisations. It was proposed the Parish Council pass a resolution that it would take reasonable steps to ensure the library's continuance or survival in its current form, but this was felt too ambiguous. It was unanimously agreed the Parish Council would work with all relevant stakeholders to ensure a library facility continues within the village without imposing this on the School.

**Resolved:** By working with all relevant stakeholders, the Parish council resolves to support WCL continues as a facility for the benefit of the village whilst remaining impartial.

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

Cllr M Cummings of WMDC reported: -

- WCL met with ENGIE to discuss whether the new Community Hub could or could not include provision for them;
- Discussions are on-going regarding the piece of land for WCL on the school site;
- PSCO's reviewing parking on footpaths reported on School Lane and Greenside;
- No issues reported following the inclement weather;
- New litterbin has been installed at the top of School Lane and new bin requested near caravan site;
- HGV's over the specified weight limit have been reported using Oakenshaw Lane, however without evidence, no action can be taken. A councillor believed the HGV's were using Walton Lane which is the correct route.
- Application for match funding has been prepared for new playground equipment on the Recreation ground which is being supported by all three elected Ward Councillors;
- MyAccount has been launched and it is believed this will be a better system than customer enquiries
- No news on the travellers planning appeal;
- It is believed both VMS's are working. Councillor Shaw believed only one was operational.

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Cllr A Manifold requested confirmation an email was received regarding a task force set up to seek views on transport links related barriers to Employment, Education and Training. The Clerk confirmed this had been received.

A Cllr reported seeing a lady with a double pram having to walk on the road on Shay Lane beyond nine arches due to no pavement present.

A Cllr reported cars still appear to be turning right at the end of Oakenshaw Lane joining with Doncaster Road despite them not being permitted to do so.

**Resolved** to note the reports.

## 168. Finance & Governance

### 1. To approve accounts to be paid, already paid under delegated powers and income received February 2018.

The Clerk submitted details (copy attached to minutes) of accounts paid totalling £3,302.20 and income received of £1,149.50 in February 2018.

The account balances at the end of February are:

Current a/c:	£1,185.95
Barclays Business Res a/c:	£14,197.43
HSBC deposit a/c:	<u>£40,146.68</u>
Total	£55,530.06

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

### 2. To receive the Asset Register and Valuations for 2018/19 and to consider insurance of the defibrillator.

The Clerk reported the indexed valuations have now been received and the Asset Register updated.

The Clerk also reported the Insurer declined to add the defibrillator to the Parish Council's insurance policy in the event of damage as the PC was not responsible for its maintenance or own it. It was reported the replacement cost would be in the region of £1200 plus VAT. Councillors noted if it were vandalised or required replacement, it was likely the village could raise the funds for a replacement.

Karen Rolinson from Working for Walton confirmed if the group ceased to exist in the future, their constitution required they distribute remaining funds to organisations within village which would most likely include covering the maintenance cost of the defibrillator.

**Resolved**

- (i) to approve the asset register;
- (ii) To leave the defibrillator off the list of insured assets by the Parish Council.

### 3. To consider the contribution to the SAFE scheme for 2018/19

The Clerk reported the Parish Council has historically pledged £6,000 per year. To date, it is estimated the Parish Council has spent £4,200 in the current year with an anticipated carryover figure of £1,290 into next financial year. The Parish Council has budgeted £4,000 for next financial year in line with last year's budget. Councillors agreed they wished to maintain current levels of policing and this should not be reduced.

**Resolved:** to pledge £6,000 in the next financial year.

### 4. To consider the Risk Management Review Plan

The Clerk reported all risk assessments were up-to-date with a Fire Risk Assessment only outstanding.

**Resolved:** to approve the Plan.

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## 169. To consider correspondence received.

### Resolved:

- (i) Residents to be asked to log their concerns to WMDC via the new MyAccount system where possible to track progress and capture date/statistics;
- (ii) Cllr C Pearson and J Carlon to attend the defibrillator training organised by Working for Walton
- (iii) Cllr H Massey to respond to the task force scrutiny group seeking views on transport links related barriers to Employment, Education and Training on behalf of the Parish Council;
- (iv) To note all other correspondence.

## 170. Planning Working Party.

### 1. To consider planning applications validated and decided February 2018.

There have been 7 applications for Walton validated and 1 application decided since the last meeting.

### Resolved:

- (i) To object to planning application 18/00321/FUL on the following grounds:
  - Whilst the provisions of the National Planning Policy Framework (NPPF) are noted, there will be an adverse impact in the Green Belt as the elevational mass of 3 new houses is materially greater than the existing building;
  - The proposal to add new houses is outside the defined settlement of the village;
  - No special circumstances have been demonstrated to allow development to take place on Green Belt land in line with the Local Development Framework Core Strategy 1 and Chapter 9 in the NPPF.
  - The proposal is in an unsustainable location for development which is contrary to policy Local Development Framework Core Strategy 4.
- (ii) To note the remaining validated and decided applications.

### 2. To consider projects listed in the Neighbourhood Plan.

### Resolved:

- (i) To defer a traffic management survey to May 2019 and to include the sum of £2,000 to £3,000 in 2019/2020 budget;
- (ii) To discuss the potential of a new footpath with the relevant officer at WMDC between Waterton Historic Park and Haw Park Woods and re-categorise to category 1;
- (iii) To invite the Chair of the HOW project to next Parish Council meeting to discuss the new footpath and Heritage Trail;
- (iv) Cllr H Massey and K Shaw to inspect a reported land drain installed by a neighbouring resident at the Jubilee Fields;
- (v) to refer to the footpath officer at WDMC for advice on improving the footpath north of Walton Community Club Fields; and
- (vi) to refer to the footpath officer at WDMC for advice on improving the footpath north of Stubbs Wood.
- (vii) To re-categorise creating a local business forum to category 3.
- (viii) To re-categorise seeking a new facility for the Guides/Brownies to category 3.
- (ix) To re-categorise improving School Lane Recreation to category 1.

### 3. To consider the priorities for spending the community benefits fund expected from Brook Farm development and the proposal circulated by Cllr P Lee.

**Resolved:** to defer consideration of priorities each month until matters are known relating to relevant projects.

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

### 1. To receive reports on the heating system for the Village Hall.

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The Clerk reported the new heaters and existing heaters have been inspected and passed with a thermocouple on order for one of the heaters.

**Resolved** to note the report.

### **2. To receive a report on the Village Hall and car park risk assessment and consider any remedial work required.**

**Resolved:**

- (i) undertake the following remedial work:
  - a.all windows operate on a drawstring loop cord which requires a safety device to be added to avoid the risk of strangulation to young children;
  - b.new sink required for ladies' toilet as this is cracked;
  - c.wall adjacent to store cupboard requires plastering;
  - d.request hirers not to use personal electrical equipment that is not PAT tested;
  - e.purchase new kettle in replacement of broken one;
  - f. to request the gutters be cleaned;
  - g.to request the roof be inspected.
- (ii) to note the report and for the clerk to obtain quotes for the following meeting.

## **172. Recreation & Playgrounds Working Party**

### **1. To receive a report on the Playground risk assessment.**

Cllrs met with WMDC playground maintenance team to review any potential remedial work following annual inspection by ROSPA. WMDC indicated the equipment had come to the end of its serviceable life and that limited funds meant it was unlikely the equipment could be repaired. Dog fouling was visible, and a large amount of tree cuttings had been left behind the tennis club noted.

**Resolved:**

- (i) to note the report regarding the playground equipment;
- (ii) to write to neighbouring property to request tree cutting removed.

### **2. To receive an update on the grant application for playground equipment and consider adding the new playground equipment to insurance policy.**

The Clerk reported the grant application was in progress, but it was necessary to consider adding the new equipment to the Parish council's insurance policy as the current equipment is not included due to the age/state of repair.

The Clerk confirmed the grant application was prepared on the basis 6 of the 9 current pieces of equipment would be replaced like for like with the addition of a new multi play unit for under 3's. The cost of the new equipment and new surfacing would be requested from WREN. It is proposed the Parish Council would fund the new toddler space with graphic design printed on surfacing to include a roadway and hopscotch. One provider has quoted for this in the sum of £3,000 plus VAT but other quotes are to be obtained.

A safeguarding policy in the form circulated by the Clerk was required for the WREN application and match funding application from WMDC as the Parish Council hires to groups which provide services to young children.

**Resolved:**

- (i) to agree new equipment will be added to Parish Council's insurance policy if grant application successful;
- (ii) to adopt Safeguarding policy;
- (iii) to fund a toddler flat space from the Parish Council's playground reserves.

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## 173. Environmental Improvements Working Party

### 1. To receive an update on the floral displays.

The 40 baskets have been ordered with 39 likely to be sponsored. All the lamp posts have been approved except for one, which was not in a desirable location. More lamp posts are likely to need testing in 2019 at the potential cost of the Parish Council as WMDC have not budgeted for this cost.

#### Resolved:

- (i) the Chair will write accompanying letters to go out with the invoices asking sponsors to confirm they wish to continue;
- (ii) to advertise for sponsors on the Parish Council facebook page.

## 174. Tree Working Party

### 1. To receive the updated tree survey and consider any recommendations by the working party following an inspection.

The report of the tree survey carried out in February has been received. It was reported that a Rowan tree alongside the tennis club had a longitudinal crack which could pose a risk due to its proximity to the road. On inspection, it is believed the crack was a feature of the Rowan tree and did not pose a risk.

**Resolved** to note the report.

### 2. To consider requests by residents near the Recreation Ground to undertake work on trees adjacent to their properties.

**Resolved:** to respond to requests stipulating the trees concerned were on a list of works to be scheduled by the Parish Council and no private work should be undertaken as the trees concerned were subject to a Tree Preservation Order.

## 175. New website working party

### 1. To receive an update and consider purchasing an SSL certificate.

Cllr H Massey reported the new website template is underway and progress is being made on its content. To engage with the community an enquiry form is recommended. As this will result in data being captured, it is necessary to consider protecting the webpage by purchasing an SSL certificate.

**Resolved:** to purchase an SSL certificate for three years at a cost of £250.

### 2. Public Bodies (Admission to Meetings) Act 1960 s1(2) – In view of the confidential nature of the business concerned, to resolve to exclude the Press and Public to consider the Recreation Ground boundary walls to the School Lane development.

#### Resolved:

- (i) To write to the developer.

## 176. To receive matters reported directly to the Clerk.

None.

Meeting closed at 10.20 p.m.