

# WALTON PARISH COUNCIL minutes

## Minutes of the Parish Council Meeting held on 3<sup>rd</sup> July 2018

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

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

The Chair welcomed Cllr Sheila Leith to the Parish Council and thanked her for joining us. It was also noted the caretaker's father recently passed away following a period of illness. All present stood for a few minutes silence as a mark of respect.

**47. To receive apologies for absence.**

Apologies were received from P Lee, Sue Birkby.

**48. To receive declarations of interest.**

None.

**49. To approve the minutes of the Parish Council meetings held on 5<sup>th</sup> June 2018.**

**Resolved** to approve the minutes of both parts of the meeting held on 5<sup>th</sup> June 2018 without amendment.

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

Wren bid has been submitted and the outcome to the funding application should be known after 5 September 2018.

The Clerk also reported an injury on the basketball pitch from the chain metal net. The nets have been taken down and an accident report form will be issued for completion.

**51. 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.

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

Sgt Jackson noted 11 hours had been worked in June 2018. Areas patrolled around the village with no issues identified.

There has been one report of criminal damage to a conservatory window close to the Village Hall and one threat to commit damage by a known individual, who has been spoken to.

A councillor requested the patrols be increased over the August period particularly over weekends if possible.

**Resolved** to note the report.

**53. To receive an update on Walton Community Library (WCL)**

Cllr Carlon noted a meeting was scheduled tomorrow evening.

**Resolved:** To note the report.

**54. To receive reports from WMDC Ward 5 Councillors.**

Cllr M Cummings of WMDC reported: -

- A request has been submitted for replacement swings at the Community centre. The Ward Councillors will be delivering a short survey to residents and if agreed, the Councillors will support the request;

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- It has been suggested by the relevant department within WMDC a meeting regarding Brook Farm be scheduled once the transfer is completed with the developer, which is expected shortly;
- Sgt Jackson would like to re-introduce PACT meetings in the area if the Parish Council think this would be of benefit – this was supported by the Chair;
- It is unclear where the dog waste bin was requested by Working for Walton – a map detailing the positioning of all dog waste bins was circulated. It was noted a dog waste bin was sited on the opposite side to the footpath behind the Brooklands estate. WMDC will look to move this to the same side as the footpath;

A councillor reported fly tipping of several black bin bags were left on the track down to the Jubilee Fields;

A councillor reported an issue with the 'bus lane road markings' at Heath Common and that vehicles are sometimes having to enter the bus lane to turn left. The councillor will raise directly with WMDC.

The Clerk reported a complaint regarding a resident parking their motorhome on their drive which was possibly affecting visibility. The Ward Councillors confirmed this was a private matter and not one WMDC would intervene with.

**Resolved** to note the reports.

### 55. Finance & Governance

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

The Clerk submitted details (copy attached to minutes) of accounts paid totalling £2,316.75 and income received of £2,575.61 in June 2018.

The account balances at the end of June are:

Current a/c:	£2,139.32
Barclays Business Res a/c:	£47,215.41
HSBC deposit a/c:	<u>£40,146.68</u>
Total	£89,501.41

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

### 56. To consider correspondence received.

**Resolved:**

- (i) Keep the consideration of the lease of the allotments on hold until the development progresses;
- (ii) To support the provision of a pharmacy within the village, wherever it may be located;
- (iii) To accept an invitation to attend Year 6 Community Performance at Walton Primary School;
- (iv) To note all other correspondence.

### 57. Planning Working Party.

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

There have been 2 applications for Walton validated and 3 applications decided since the last meeting.

**Resolved:**

- (i) To object to planning application 18/01426/FUL based on previous grounds with the final wording of an objection to be delegated to the Planning Working Party;
- (ii) To note the validated and decided applications.

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

1. To consider a request by Working for Walton to fix location eyes to the Village Hall wall to fix high level security cables to secure the Christmas Tree for 2018.

**Resolved:** to agree the request on the provision any damage to the wall is repaired.

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2. To consider obtaining an Energy Performance certificate for Coronation Cottage.

**Resolved:** to commission Hodson's letting agents to provide an EPC.

3. To consider quotes for painting the main Village Hall.

The Clerk noted an area had been plastered and need to be painted over with marks visible on the walls. Three indicative quotes have been obtained for a full repaint of the main Hall if the Parish Council wished for the work to be undertaken over the summer period. The specification confirmed was for the walls, skirting boards, doors, the sides of the stage and the gantry for the curtain rails to be repainted.

The Clerk noted £400 had been budgeted for painting & refurbishment which would not cover the full cost, however it was felt that the building generates income and should be maintained and presented well for the benefit of hirers. A councillor suggested a maintenance fund be set up due to the increasing costs of the Village Hall and the age of the building. The Clerk will note on next meeting as part of an interim budget review.

**Resolved:** to approve the cheapest quote that meets the above specification.

4. To consider installing CCTV system at the Village Hall and quotes obtained.

The Chair noted following reports of damage to a defibrillator in Sandal, criminal damage to a neighbour's property caused potentially from Village Hall car park, vandalism at the Community Club and historic concerns of unwanted cars using the car park at night, a proposal has been made for a installing CCTV system. Three quotes have been obtained in anticipation of this.

Cllrs noted this may reduce insurance premiums. The Clerk noted that signs will need to be displayed noting CCTV was in operation. It was noted this expenditure had not been budgeted for and a proposal made for the matter to be deferred until the September budget review. Some councillors felt that over the summer month's further incidents could occur with the warm weather and school holidays, so it would be advantageous to install at the beginning of summer.

**Resolved:** to commission Calder Security to install CCTV at a price of £703 plus VAT.

5. To consider adopting a policy requiring hirers using the hall/grounds for community events to undertake a universal event application form to WMDC Safety Advisory Group.

Due to inconsistencies in risk assessments for community events, it was advised the Parish Council utilises WMDC's event application form which is a comprehensive risk assessment and application for necessary road closures/licenses. Cllrs felt this would ensure consistency for future events and a copy of the risk assessment /recommendation made by WMDC's Safety Advisory group would need to be submitted to the Clerk prior to any event taking place. It was agreed the policy would take immediate effect in time for the Scarecrow's festival.

**Resolved:** to adopt a policy requesting organisers of community events to complete an event application form to be submitted to WMDC.

6. To consider the cost of a planting tub outside the Village Hall.

The item is deferred pending receipt of an up-to-date price list.

### 59. Recreation & Playgrounds Working Party

1. To consider gifting a book voucher to the value of £50 to Walton Primary School in recognition of the children's input to the WREN bid.

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It was noted that 58 drawings were received from the children at the School with ideas for the playground redesign as part of the community consultation. Rather than a book voucher it was proposed a donation of £50 be sent to the School's PTA to allow the School to purchase items that are required.

**Resolved:** to formally thank the School and donate £50 to the PTA in recognition of the children's input into the bid.

2. To consider future charges for the hire of the football pitch.

The Clerk reported a local social club had indicated they wished to hire the football pitch for next season. The current charge is £150 which has been the case for the last 4 years. The Parish Council pay for grass cutting, line marking and to have the goal posts painted. Three proposals were debated to: 1. Keep the charges at £150 but restrict the number of games to 10 per season 2. To apply 3% increase for inflation to £155 with no restriction as to number of games, 3. To increase charge to £200 with no restrictions as to number of games. Following a vote, option 1 received 4 votes, option 2 – 1 vote and option 3, 4 votes with the Chair utilising a casting vote.

**Resolved:** to increase charge to £200 per season.

3. To consider planting a shrub alongside the recreation ground boundary.

It was agreed Quickthorn would be planted at the back of the Tennis Clubhouse along the boundary up to the Chase.

**Resolved:** To purchase and plant Quickthorn shrubs along the boundary specified.

### 60. Environmental Improvements Working Party

The Clerk reported WMDC have given permission to site a new bench near Cherry Tree Stores subject to several conditions being met. The Clerk agreed to speak with the interested sponsor to confirm agreement.

1. To purchase a new style bench in replacement of the existing wooden bench near the War Memorial. It was noted the bench in situ at the memorial is larger than our standard size replacement bench and is often used. It was proposed a quote be obtained for a new style bench of the same size. The current wooden bench looks like it needs a new slat but once repaired, this can be positioned elsewhere.

**Resolved:** for the Clerk to obtain a quote for new style bench of the same size.

### 61. Tree Working Party

1. To receive a report on a meeting with the Chair of Walton Tennis Club.

The Chair alongside Cllr Birkby met with the Chair of Walton Tennis Club and reported the Club wished to prune the Cherry Blossom tree as the blossom affects the surface of the tennis court. There is also a branch from a copper beech tree that overhangs the court which might need to be pruned for health and safety. The Chair of the Tennis Club was advised the trees are subject to Tree Preservation Orders and an application would need to be made to WMDC and a quote obtained before any work could be completed. The matter is to be reviewed once ongoing tree maintenance is determined.

**Resolved:** to note the report.

2. To consider a quote from Tree Management services by WMDC.

The Clerk reported a quote of £485.46 plus VAT was received for WMDC to plot the individual trees, risk assess identified trees, prioritise recommended works and detail in report and quote for individual

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work. Currently, the agreement with Altofts is to receive a report free of charge on the understanding that any identified work is completed by them. Cllrs felt whilst there was an immediate cost to the survey, WMDC would be proactive in assessing the trees and would provide unbiased advice as they are not guaranteed recommended works.

**Resolved:** to engage WMDC Tree Management services to carry out a future survey at a cost of £485.46 plus VAT.

**62. New website working party**

No reports.

**63. Footpaths Working party**

No reports.

**64. To consider the adoption of a Document Management and Retention Policy for GDPR.**

It was agreed that a date be scheduled for a clear out of documents over the summer months to apply the retention policy.

**Resolved:** to adopt the Document Management and Retention policy.

**65. 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:** to call the developer.

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

None.

Meeting closed at 9.30 p.m.