

# WALTON PARISH COUNCIL minutes

## Minutes of the Parish Council Meeting held on 4<sup>th</sup> June 2019

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

**In attendance:** Cllrs: M Cummings, A Manifold and Ward Councillors)the Clerk to the Council.

Cllrs K Shaw and J Carlon signed their Declarations of Office prior to the meeting.

**24. To receive apologies for absence.**

Apologies were received from F Heptinstall (WMDC), Sgt Matt Jackson and Cllr S Leith. Cllr H Massey will be arriving late.

**25. To receive declarations of interest.**

None.

**26. To approve the minutes of the Parish Council meetings held on 14 May 2019.**

**Resolved** to approve the minutes of the meeting held on 14 May 2019 without amendment as a correct record.

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

Press release with the photo from the launch event will be issued shortly. Final report and invoice will be issued to WREN following meeting.

Audit documentation has been sent to the Auditor and will be posted on the website & noticeboard.

**28. 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.

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

The Chair announced PC David Laybourne, who has previously patrolled the village, passed away recently. The Parish Council wishes to pass on their condolences to his family.

Sgt Jackson has circulated a written report in his absence which the Chair asked members to peruse and revert back to him at the next meeting if there are any issues.

**Resolved** to note the report.

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

Councillor Manifold reported:

- a meeting would be held next week with Highways regarding the Chevet Crossroads and the Notton crossroads. A report will follow at next month's meeting;
- They have visited the Brookland play areas after several comments made by residents and have asked ENGIE to review it as they were not happy with it;
- The overgrown grass at Brooklands has been photographed and a request submitted for it to be sprayed;
- They have followed up the local capital grant application for the seating/benches for the School Lane playground.

Councillors Cummings and Manifold wished to pass on their congratulations on the successful official opening event held on 2<sup>nd</sup> June for the School Lane playground.

# WALTON PARISH COUNCIL minutes

A councillor passed on reports of increased traffic on Oakenshaw Lane and the recent road markings had not improved cars filtering onto Doncaster Road. Cllr Cummings will raise at Highways meetings. Another councillor asked if debris on the left-hand side of the Chevet Lane crossroads coming from Walton could be cut back as this reduces visibility.

Cllr H Massey arrives.

A councillor further reports following the resurfacing of the road on the Common Lane, the gulley has been filled in and is now flooding over. Cllr Cummings will report to the relevant team, and it is likely to be cleaned although there is only one gulley cleaner and two operatives for the district.

**Resolved** to note the reports.

## 31. Finance & Governance

### 1. To approve accounts to be paid, already paid under delegated powers and income received May 2019.

The Clerk submitted details (copy attached to minutes) of accounts paid totalling £52,090.66 and income received of £1,016.75 in May. A VAT refund will be completed and submitted once the invoices have been approved and issued to reclaim VAT on the large invoices for the playground equipment, replenishing reserves for next month's expenditure.

The account balances at the end of March are:

|                            |                   |
|----------------------------|-------------------|
| Current a/c:               | £(49,593.43)      |
| Barclays Business Res a/c: | £49,485.46        |
| HSBC deposit a/c:          | <u>£50,355.48</u> |
| Total                      | £50,247.51        |

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

### 2. To consider renewal of Microsoft Office package

**Resolved** to renew the package at a cost of £59.99 using the debit card.

### 3. To approve the invoice from Kompan for the supply and installation of the playground equipment and to forward to WREN for partial payment of £50,000 grant funding.

The Clerk noted two sections of the tarmac has slightly crumbled and these would be reported to KOMPAN to rectify as soon as possible.

There is also a metal strut from the old baby swings which needs to be removed and several large pieces of rock/concrete in the topsoil area. These need to be removed, the area raked and reseeded. A final observation was that the parking bays on the hard standing have not been numbered as per the illustration.

**Resolved** to approve the invoice subject to the above snagging issues being dealt with and to authorise the Clerk to issue to WREN.

### 4. To consider the invoice from Kompan for the additional work, namely the stairwell.

A councillor noted a tree stump remains above ground level and tarmaced around which could cause a trip hazard.

**Resolved** for the Clerk to request the contractor rectify the remaining stump below ground level and tarmac over after which the Parish will consider their invoice.

## 32. To consider correspondence received.

The Clerk summarised the correspondence received in May 2019.

# WALTON PARISH COUNCIL minutes

**Resolved:**

- (i) Submit the Neighbourhood plan and the successful grant application for the new playground to NALC.
- (ii) To forward the NALC login details to Cllr Saunders.
- (iii) to note correspondence received.

**33. Planning Working Party.**

**1. To review the draft Terms of Reference for Planning Committee.**

The Clerk advised the Council a Planning Committee would be better placed to deal with anticipated project work and circulated draft Terms of Reference based on YLCA model prior to the meeting for consideration. The Planning Committee would meet as and when necessary and the delegated powers would be relied only when matters could not be dealt with by full Council.

A debate took place on whether the requirements were too onerous and if they are a legal requirement. The Clerk advised it was a legal requirement for any decision of the Council to take place at a public meeting, requiring three days clear notice with a specified agenda. The Clerk further advised matters could not be delegated to Working Parties and only Committees and/or the Clerk.

**Resolved** to defer until the Parish Council seeks advice from YLCA on two separate points, regarding the legal requirements and what constitutes a decision.

**2. To consider planning applications validated and decided May 2019**

There have been 1 application validated and 4 applications decided since the last meeting.

**Resolved:**

- (i) To submit a comment on planning application 19/01109/FUL - The Parish Council considered this application at its Council meeting held on 4th June 2019 and wish to make no objection in principle subject to any issues which might have an adverse impact on the surrounding trees to the property.
- (ii) To note all decided applications.

**2. To receive a report following a meeting held with developers regarding the allotments at the Grove and consider next steps.**

A meeting was held on 14 May 2019 with the developers to review the terms of the proposed lease between the parties. Recommendations have been put forward and await a response.

**Resolved**

- (i) to chase the developer's solicitors for a response and
- (ii) request a meeting with the planning authority.

**3. To receive a report on a meeting with working for Walton on the Village Map**

Cllr J Carlon reported a meeting was held on 23<sup>rd</sup> April when several photos were circulated for the potential locations of 6 frames for the village maps. Costings were being prepared for the frames and design work. The suggested locations were either owned by the Parish Council or the district council. A meeting was scheduled on 30<sup>th</sup> May but this was postponed.

**Resolved** to note the report from Cllr J Carlon and to await further reports as the project progresses.

**34. Village Hall and Coronation Cottage Working Party - to receive reports.**

**1. To consider final quote for the refurbishment of the toilets at the Village Hall.**

The Clerk circulated copies of the proposed products and the final quote. A Councillor proposed taps with sensors be used to utilise water and prevent flooding. A Councillor offered to obtain costings on the products to ensure value for money.

**Resolved** to change the specification to taps with infrared sensors and to defer consideration of the quote until next month's meeting.

## WALTON PARISH COUNCIL minutes

**35. Recreation & Playgrounds Working Party - to receive reports.**

**1. To consider the need for Floodlights on the basketball/football pitch**

**Resolved** not to pursue this project due to lack of need, potential complaints and unproportionate costs.

**2. To consider steps to repair broken fence behind the hedges and the Tennis Club on School Lane.**

**Resolved** for Councillor Shaw to provide unwanted excess wood to repair the broken posts.

**3. To consider advertisements notices in the external Noticeboard.**

The Chair noted many leaflets had been added to the internal and external noticeboards for events not related to the village and from commercial outlets.

**Resolved** only to accept and display leaflets for village events and charitable organisations.

**36. Environmental Improvements Working Party**

Nothing to report.

**37. Tree Working Party**

Nothing to report.

**38. New website working party**

Nothing to report.

**39. To consider the quotes for 10 dedicated email addresses for Council business.**

The Clerk communicated 5 options and the potential costs of each. Councillors discussed these and noted only 3 were feasible being, separate gmail accounts, set up and hosting by current website provider and possibly .gov.uk email accounts.

**Resolved** to defer until next month after further information is sought by Councillor Massey from our current website provider.

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

None.

Meeting closed at 9.55 p.m.