

# WALTON PARISH COUNCIL minutes

## Minutes of the Parish Council Meeting held on 2<sup>nd</sup> July 2019

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

**In attendance:** Cllrs: A Manifold and F Heptinstall (WMDC Ward Councillors), PCSO 687 Ian Campbell, PSCO 366 Liam Adams, 3 members of the public and the Clerk to the Council.

**40. To receive apologies for absence.**

Apologies were received from Cllr S Birkby and Cllr M Cummings (Ward Councillor).

**41. To receive declarations of interest.**

Cllr C Wagstaff declared an interest in item 10.2 as the planning applicant is known to him.

Cllr H Massey declared an interest in item 11.1 as the supplier is known to her.

**42. To approve the minutes of the Parish Council meetings held on 4<sup>th</sup> June 2019.**

**Resolved** to approve the minutes of the meeting held on 4<sup>th</sup> June 2019 without amendment as a correct record.

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

None.

The Public Forum was moved by the Chair, to be dealt with following items 6 and 7 on the agenda.

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

PSCO Adams noted 10 hours had been worked over June 2019. Over the last two months there has been one burglary reported on Oakenshaw Lane. The suspicious circumstances relate to a report of an individual jumping fences from Brooklands towards Shay Lane. A member tried to report this but was kept on hold for 20 minutes beforehand, using the 101 number. PSCO Campbell advised, if possible it is faster to report matters online using the live chat. A member requested patrols to continue over the summer period.

PSCO Campbell noted youths have been spotted near abandoned buildings on Shay Lane/Brook Farm. Members advised him this was owned by WMDC and they have their own security which checks the area daily.

**Resolved** to note the report.

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

Councillor F Heptinstall reported:

- The overgrowth on the Chevet cross-roads will be cleared by Streetscene to allow better visibility;
- Highways will be clearing all the grates in the area in due course;
- Repairs have been chased to a broken gully causing flooding on Doncaster Road/Oakenshaw Lane.

A member reported the Hawthorn verges on Oakenshaw Lane as overgrown. Another member reported fly tipping on the towpath leading up to the new retirement development.

Reports were made of sections of tarmac on The Balk breaking up which could be caused by the ENGIE construction traffic leading up to their site entrance and a request was made for the drainage officer from WMDC to meet with the Angling Club to consider pumping water from the stream into the canal.

Councillor A Manifold reported Highways were undertaking a feasibility exercise as identified in the Local Plan regarding the Chevet Lane crossroads following several accidents reported. Councillor

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Manifold declared his position on the District Council's Planning Committee in advance of any discussion on the planning application 19/00098/FUL and left the meeting.

**Resolved** to note the reports.

**46. 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.**

Three residents noted a neighbour had submitted a planning application for 5 houses which has been refused. The applicant was previously granted planning permission for 3 houses, but this will not accumulate enough profit for him. The planning applicant has now stated that if his appeal is not successful, he will sell the land in plots to the travelling community, which they believe will affect their properties.

The Chair moved item 10 on the agenda in place of items 8 and 9.

**47. Planning Working Party.**

**1. To consider planning applications validated and decided June 2019**

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

**Resolved** to note all validated and decided applications.

**2. To consider correspondence relating to planning application 19/00098/FUL**

Members noted resident concerns and their request for the Parish Council to withdraw their objection to aid the planning appeal to succeed. However, the residents were advised the Parish Council is bound by the National Policy Framework regarding development within the Greenbelt. The land concerned is greenbelt and not a brownfield site as suggested. The subject property is a sports facility and therefore falls within the exception for limited development, hence why the planning authority approved 3 dwellings. The Parish Council's contention was the proposed 5 dwellings would spread further than the existing footprint and as such it had no option but to object. The Parish Council dealt with the application like all other applications based on planning regulations.

The residents were advised the Planning Inspector will consider the planning authority's decision and a withdrawal of the Parish Council's objection would make no impact at this stage. The residents were advised to await the outcome of the appeal which might not succeed.

**Resolved** to receive and note the reports from the concerned residents.

**3. To consider advice from YLCA and review the draft Terms of Reference for Planning Committee.**

A member proposed in place of forming a Planning Committee with the proposed terms of reference, the Parish Council delegate to the Clerk authority to amend/negotiate/draft contracts and leases in consultation with members and relevant experts, with a final copy to be presented to full Council for approval. Members felt this was preferable to convening extra committee meetings and noted the Clerk's commitment to liaise with members who had relevant expertise. A vote took place and the motion was carried.

**Resolved** to delegate authority to the Clerk to represent the interests of the Council in negotiating terms and drafting documents, with a final version to be presented to full Council for approval.

**1. To consider terms of the amended lease for the Grove allotments and any correspondence with the planning authority.**

**Resolved**

- (i) to exclude the Press and Public;
- (ii) to defer consideration of the amended lease with the Clerk and working party members;
- (iii) to write to WMDC with an update that negotiations are on-going.

**48. Finance & Governance**

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

The Clerk submitted details (copy attached to minutes) of accounts paid totalling £2,473.71 and income received of £1,614.20 in June. The invoices to Kompan are yet to be paid out hence the increased balances from last month. The VAT will be reclaimed as soon as the payments are released to replenish cashflow.

The account balances at the end of March are:

Current a/c:	£1,445.00
Barclays Business Res a/c:	£44,005.48
HSBC deposit a/c:	<u>£50,355.48</u>
Total	£95,805.86

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

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

The Parish accepted the remedial works have been completed satisfactorily and a proposal was made to pay the invoiced amount with no extra sums for goodwill.

**Resolved** to release payment to the supplier for £466.67 plus VAT for work completed.

### 49. To consider correspondence received.

The Clerk summarised the correspondence received in June 2019 and circulated the proposed motions submitted by the YLCA Wakefield Branch. If any members have any comments, Cllr Saunders requested they contact him.

**Resolved** to note correspondence received.

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

#### 1. To consider quotes for the refurbishment of the toilets at the Village Hall.

The Clerk confirmed the same specification was issued to the third contractor as the existing contractor except for a change to a sensor tap. A member noted the third contractor was a wholesaler and engages a fitter so the Parish Council would be receiving a guarantee from the suppliers for the products. A motion was submitted to proceed with the new supplier albeit this was slightly higher than the existing contractor's estimate, given they have more experience in fitting commercial bathrooms and had reviewed building regulations as to positioning of equipment. A vote was taken, and the motion was carried.

**Resolved** to appoint the new supplier to complete the work at a cost of £10,656.98 plus VAT.

#### 2. To consider invoice for stone used for the stone planter outside the Village Hall.

**Resolved** to authorise the payment of £550 for the cost of stone used to erect the stone planter outside the Village Hall.

#### 3. To consider next steps in commissioning a feasibility report for land occupied by the Tennis Club.

A councillor felt it was too early to consider a feasibility report whilst another member felt a study would help the Tennis Club look at several aspects including who uses their facilities and how it could be improved. This information could be used to assist the Club in applying for grant funding or better the Club.

**Resolved** for the Clerk to consider companies to undertake the report and costs.

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

#### 1. To consider charges for the hire of the football pitch

The Clerk reported two groups have requested to hire the pitch over the following season. One for 3 times a week and another for the ad-hoc use over the weekends.

**Resolved** to increase the charge to £250 per season to the existing hirer for first refusal, with a limitation of using the pitch once per week.

#### 2. To receive the ROSPA report following installation of the new playground equipment.

**Resolved** to note the report.

#### 3. To consider the purchase of additional signage to include a disclaimer and rules of use for the park.

A councillor noted they had found several golf balls on the recreation ground and believes a sign should be added to the new sign with a list of rules for use of the playground including a disclaimer. The Clerk advised a disclaimer regarding personal injury is unenforceable.

**Resolved** to delegate authority to the Clerk to commission a sign from the previous supplier.

### 52. Environmental Improvements Working Party

Nothing to report.

### 53. Tree Working Party

Nothing to report.

### 54. New website working party

Nothing to report.

### 55. To consider the quotes for 10 dedicated email addresses for Council business.

A councillor proposed members set up 10 email addresses using gmail for free, however, it was noted these would not be controlled by the Parish Council to ring-fence data. A social media and email policy was proposed which could address the use of data on emails.

**Resolved** to defer to next meeting until a policy on the use of email could be considered.

### 56. To consider approval of draft minutes from Staffing Committee meeting held on 19<sup>th</sup> June and recommendations submitted.

**Resolved**

- (i) To exclude the press and public;
- (ii) To approve the minutes of the Staffing Committee meeting held on 19<sup>th</sup> June without amendment;
- (iii) For the Staffing Committee to undertake a risk assessment of all lifting and carrying duties undertaken by the caretaker/grounds attendant;
- (iv) To request the hirer set up tables within Committee Room by pushing tables against wall;
- (v) To write to the caretaker/grounds attendant with the Council's advised safe working practices;
- (vi) For the Parish Council to service the lawnmowers, hedge trimmers and strimmer annually.

### 57. To consider proposed amends to the Council's Disciplinary and Grievance policy.

**Resolved** to defer to next meeting.

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- 58. To receive matters reported directly to the Clerk.**  
None.

Meeting closed at 10.05 p.m.