

# WALTON PARISH COUNCIL minutes

## Minutes of the Parish Council Meeting held on 5<sup>th</sup> November 2019

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

**In attendance:** Cllr: A Manifold WMDC Ward Councillors), PC Carl Hall, 1 member of the public and the Clerk to the Council.

**93. To receive apologies for absence.**

Apologies were received from Cllrs. T Saunders, C Pearson, E Prince, H Massey, Cllr F Heptinstall and Cllr M Cummings ( (Ward Councillor).

**94. To receive declarations of interest.**

None.

**95. To approve the minutes of the Parish Council meetings held on 1<sup>st</sup> October 2019.**

**Resolved** to approve the minutes of the meeting held on 1<sup>st</sup> October 2019 without amendment as a correct record.

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

The Clerk notified members a fire logbook has been put in place with input from the West Yorkshire Fire Service and with the Council's designated Fire Officer, Cllr Chris Pearson to record fire drills, inspections and attach evidence of compliance.

**97. 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.

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

PC Hall reported 38 hours have been worked over the last 2 months and he has secured three dedicated officers to work apart of the SAFE scheme.

PC Hall reported over September and October months, there has been 2 house burglaries and 2 other crimes reported. The Police have arrested suspects for the burglary on Lakeland Way occurring last month.

The Chair raised the issue of motorbikes on the railway line and requested officers patrol the new estate on the Grove as residents are concern youths are congregating there to take drugs and at the bus shelter on Shay Lane. PC Hall commented that monitoring of the bus shelter is ongoing following reports by residents.

**Resolved** to note the report.

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

Cllr A Manifold reported:

- Services, Property and Facilities Manager at WMDC has confirmed Brook Farm has been listed for Sale;
- Cherry Tree Road will be closed on 26 and 27<sup>th</sup> November due to road works.

Members requested further information if available, be circulated regarding Brook Farm.

A Cllr followed up request for tackling speeding on Shay Lane which was raised last month with a resident's suggestion of speed bumps or zebra crossing be installed outside the Village Hall. Cllr Manifold confirmed this was reported to WMDC Highways team but no update as yet.

**Resolved** to note the reports.

# WALTON PARISH COUNCIL minutes

## 100. Finance & Governance

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

The Clerk submitted details (copy attached to minutes) of accounts paid totalling £2,579.81 for October 2019, and income received of £4,336.10. The Clerk confirmed all floral displays from summer 2019 have all now been paid for and a second VAT reclaim had been made following large VAT sum paid on the bathroom refurbishment. This VAT has now been repaid by HMRC.

The account balances at the end of October are:

Current a/c:	£1,708.31
Barclays Business Res a/c:	£20,510.88
HSBC deposit a/c:	<u>£50,355.48</u>
Total	£72,575.67

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

### 2. To consider the amount towards the memorial wreath for Remembrance Sunday.

**Resolved** to donate £60 for the memorial wreath to the Royal British Legion for Remembrance Sunday 2019.

### 3. To consider Training for Clerk on Finance and Budgeting by YLCA at a cost of £115.

**Resolved** to authorise the cost of £115 for the Clerk to attend the relevant training.

### 4. To receive a report from the Chair on the Pond Installation at Walton Primary Academy.

The Chair attended the pond opening ceremony and commented on what a great job was done to complete the project. The Headteacher has written a letter of thanks to the Chair and proceeded to invite all members of the Council to visit the School, staff and the children to ask any questions and to learn about their plans to promote outdoor space. The Parish Council is still to plant bulbs on the School grounds and the Chair is happy to note links with the School are developing.

Members agreed it would be beneficial to visit the School to understand more about its plans and the Chair agreed to co-ordinate availability to respond to the Headteacher.

**Resolved** to note the report and to co-ordinate a visit to the school at a date and time to be arranged.

## 101. To consider correspondence received.

The Clerk summarised the correspondence received this month and listed the invitations.

**Resolved:**

- (i) Respond to Working for Walton that it is not permissible for the Council to direct attendance at events for the village as the scheme is designed for officers to volunteer to complete overtime when they are available to patrol the village and focus on key areas.
- (ii) Accept the offer of £1,000 credit from KOMPAN for future maintenance of the playground; and
- (iii) To explore the offer of free Trees for the recreation ground.

## 102. Planning Working Party.

### 1. To consider planning applications validated and decided October 2019

There have been 6 applications validated and 1 application decided since the last meeting.

**Resolved**

- (i) To object to the proposals set out in Planning Application 19/02196/OUT on the following basis:-

## WALTON PARISH COUNCIL minutes

- The subject site is situated in the Green Belt in which development is not permitted unless very special circumstances can be demonstrated and/or the proposals can be allowed by virtue of paragraph 145 of the NPPF 2019.
  - Paragraph 145 (g) does not allow development of the subject site given that the land has not been “previously developed.” The proposals will “cause substantial harm to the openness of the Green Belt.”
  - The suggestion by the applicant that 5 new dwellings will not adversely affect the openness of the Green Belt as much as the use of the site for open storage is incorrect and irrelevant to the determination of the application.
  - The proposed sports complex opposite the Bridge Gate Farm is not a factor in assessing the application nor does it in any way justify or support the building of 5 new dwellings on the subject land.
- (ii) to note the validated and decided applications.

**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 receive an update on the proposed lease for the allotment space.**

It was noted any meetings regarding the negotiation of the lease would need to include the Clerk.

**Resolved** to note the report from Cllr Lee and for the Clerk to continue to progress negotiations to completion.

**3. To receive a report from the Chair on a Resident’s meeting with ENGIE relating to the Grove development.**

The Chair reported a meeting was held with new residents at the Grove who raised issues with the volume of traffic on the Grove and concerns with youths congregating there.

The Clerk has been asked to meet with their new liaison coordinator and asked if any other members wished to attend. Cllr Lee offered to attend with the Clerk.

**Resolved** to note the report and for the Clerk and Cllr Lee to meet with the new Liaison coordinator.

### 103. Village Hall and Coronation Cottage Working Party

The Clerk reported the heater in the Committee Room was not working and this will be reported to our local gas engineer to investigate.

**1. To receive an update on the Walton Tennis Club and decide any future steps.**

The Clerk commented the Chair’s notice of intention to terminate their lease early at the end of this year with the offer to pay ground rent for next year.

**Resolved** to accept the Tennis Club’s notice to vacate the premises but to forgo any further rent in exchange for the Club making any necessary repairs to ensure the Pavilion is handed back in good repair and condition.

**2. To plan for Risk Assessment for the internal and external of Coronation Cottage and the Tennis Club.**

**Resolved** for Cllrs J Carlon and H Massey to undertake an internal and external risk assessment of the Tennis Club and Coronation Cottage. Reports to be given at the next Parish Council meeting.

**3. To receive an update by Cllr Lee on the Open Gardens Event 2020.**

Cllr Lee reported the hall has been booked for July 2020 for the Open Gardens event free of charge in accordance with our Charitable Lettings 2019 policy. A band will be playing inside the hall this year with no activities planned for the recreation ground.

The Clerk has highlighted a risk assessment would be required.

# WALTON PARISH COUNCIL minutes

Members asked if Walton Community Library had considered arranging the event in Spring when some gardens may be at their best. Cllr Lee agreed to make enquiries.

**Resolved** to note the report.

## 104. Environmental Improvements Working Party

### 1. To plan for Risk Assessment on the village seats and signs, bus shelter and war memorial and the Jubilee Field.

**Resolved** Cllrs T Saunders and J Carlon to undertake a risk assessment of the Village seats, signs and bus shelter. Cllr C Wagstaff to undertake a risk assessment of Jubilee field. Reports to be given at the next Parish Council meeting.

### 2. To consider and approve cost of Christmas lighting decorations for lampposts.

Members felt that the anticipated cost of £4000 was too much to spend on Christmas decorations.

**Resolved** not to erect any additional Christmas decorations on lampposts at this time.

## 105. Website Working Party

### 1. To consider and approve an Accessibility Statement for the Council website.

**Resolved** to adopt the proposed Accessibility Statement.

## 106. To consider the need for an email policy or to set up Council email addresses.

The Clerk advised that Members who had shared email addresses to set up their own email addresses solely for Council business. The Clerk noted Members could set up 10 free email addresses for Council business on gmail or for an additional cost for 10 inboxes to be set up by our website host.

Members felt their existing email addresses were sufficient and noted the Council's existing Code of Conduct and the adopted Staff Privacy Policy sets out acceptable use of data to ensure compliance with data protection legislation.

**Resolved** not to set up Council email addresses at this stage.

## 107. To consider dates for Council meetings for 2020.

**Resolved:**

- (i) The Parish Council meeting dates for 2020 to be 7th January; 4th February; 3rd March; 31<sup>st</sup> March; 5th May, 2nd June; 7th July; 1st September; 6th October; 3rd November; 1st December.
- (ii) The Annual Parish Meeting set for 21st April 2020.

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

None.

Meeting closed at 9.30pm.