

**Present:**

CLLrs: J Carlon (Chair), S Baker, T Earnshaw, K Nixon, C Pearson, T Saunders, D Brooke, B Kaushiva & J Sutcliffe

**In attendance:**

Mr P Walsh (Clerk)

Cllr M Cummings & Cllr U Ali (both until 7.30pm)

0 members of the public.

**71 To receive apologies for absence** – Cllr G Newby (work) & PC Craig Steel, West Yorkshire Police. The reasons for absence were **approved**.

**72 To approve the minutes of the council meeting held on 7<sup>th</sup> November 2023**

**RESOLVED** The minutes of the Parish Council meeting 7<sup>th</sup> November 2023 were **approved** as a correct record.

**73 To receive declarations of interest** - none

**74 To appoint two candidates for the office of parish councillor to fill two existing vacancies**

**RESOLVED** To appoint Denise Brooke & Bryan Kaushiva as Parish Councillors.

**75 To be advised of matters achieved or arisen since the last meeting not included elsewhere on the agenda** - none

**76 Public Forum** - none

**77 To receive a report from the Wakefield MDC Ward 5 councillors**

Cllr Cummings advised that there had been no further action or progress regarding Brooke Farm and that any further action or progress would be after the local plan is adopted in January 2024.

**78 SAFE Scheme & Police matters**

The latest report was reviewed. Several councillors noted that more attempted break-ins had been reported on Facebook but had not featured in the SAFE report.

**79 Finance & Governance**

Accounts paid and already paid under delegated authority and income received in October 2023 were approved. The Clerk submitted details for October 2023 of accounts paid totalling £7,904.83 and income received of £3,569.25.

The account balances at the end of October 2023 were: -

Barclays current	£8,043.06
Barclays premium	£18,994.21
HSBC deposit	£1,002.11
Nationwide savings	<u>£103,593.18</u>
Total	<u>£131,632.56</u>

Council considered the 1<sup>st</sup> draft annual budget for 2024-25 and **RESOLVED** to review the 2<sup>nd</sup> draft in January 2024

**80 Planning Committee Working Party**

1x TPO planning application received during November was noted without comment.

**81 To receive reports and consider recommendations from working parties**

**Village Hall & Coronation Cottage**

**RESOLVED** - to engage specialist contractors to review the damp areas of Coronation Cottage & report and to review the village hall roof condition & report (Cllr Carlon)

**Park & Jubilee Field** – It was noted that the nature park water levels had risen after the recent drain clearance on the access lane to Jubilee Field

**Parish environment**

**RESOLVED** – to arrange for the benches identified in Cllr Saunders’ risk assessment report to be painted. Ownership of the School Lane bridge to be further investigated by Cllr Kaushiva

**Floral displays**

**RESOLVED** To pay for the Christmas trees & confirm the summer & winter stone planters planting

**Communications**

**RESOLVED** – To renew the website package contract with SRC at £200

**Tennis club refurbishment**

**RESOLVED** – To instruct Altofts Tree Services (ATS) to carry out the proposed tree works & also remove the conifer in front of Coronation Cottage. ATS to apply for the removal of the TPO on the poplar, ash & birch. Working Party to meet ATS on site to review other works recommended

**Staffing Committee**

**RESOLVED** Cllr Sutcliffe to review the caretaker’s timesheets for the past year to contracted hours and report back in January 2024 with any recommendations

**82 Correspondence received**

A resident near to Oakenshaw Lane raised concerns at the excessive speed and increased volume of traffic along that road and asked if the Council was aware of any traffic calming action to address this.

**RESOLVED** Council is to reply that a Traffic Regulation Order is expected in 2024/25 resulting in the speed limit reducing to 40 mph.

**83 To agree Parish Council Meeting Dates 2024**

**RESOLVED** In accordance with Standing Orders, the Parish Council will meet on the first Tuesday of the month (excluding August) except for the January meeting which will be on 9th January 2024 and the April meeting will be changed to 9<sup>th</sup> April 2024.

**RESOLVED** That the annual Parish Meeting will be held on Tuesday 21st May 2024

**84 To consider and approve a Biodiversity Policy**

**RESOLVED** To adopt the proposed policy with a next review date of 4.12.25

**86 To consider and approve a YLCA Training Course for new councillors**

**RESOLVED** Cllrs Sutcliffe, Brooke & Kaushiva to be nominated for the ‘Off to a flying start’ 2-part course via Zoom

**87 To consider the latest written response from WUJFC to the invoice for the annual lease of Walton Park playing field**

**RESOLVED** Council confirmed that the invoice is correct and accurate

**88 To consider and approve the Christmas bonus for the caretaker**

**RESOLVED** That the Parish Council pay the Caretaker a Christmas cash bonus pre-Xmas in line with HMRC guidance

The meeting ended at 9.55pm.

