

Minutes of the Parish Council Meeting held on 4 October 2022

Present

Cllr T Saunders
Cllr G Newby
Cllr K Nixon
Cllr W Parker
Cllr T Earnshaw

In attendance

3 members of the public

217. Appointment of a chair of the meeting

In the absence of the Chair and Vice Chair of the meeting it was **resolved** to appoint Councillor Saunders to chair the meeting

218. Resignation of Councillor Susan Birkby

The Chair reported that a letter of resignation had been received from Councillor Birkby. Cllr Wendy Parker will contact the Electoral Register Office to establish due process re notice for election

219. Apologies for absence

Cllr J Carlon (Chair)
Cllr C Pearson (Vice Chair)
Cllr S Leith
Cllr S Baker
Cllr M Cummings, Wakefield MDC
Cllr Usman Ali, Wakefield WMC
The reasons for absence were **approved**

220. Appointment of Proper Officer roles

It was **resolved** to suspend the standing orders to enable an additional agenda item to be inserted to appoint Proper Officer roles in the absence of a clerk.

It was **RESOLVED** to appoint the following Councillors to temporarily undertake the following Proper Officer duties in the absence of a Clerk:

Minutes	Cllr Parker & Councillor Newby
Phone	Cllr Nixon
Village Hall Bookings	Cllrs Nixon & Earnshaw
Payment Processing & Accounting	Cllr Baker
Recruitment of Clerk	Cllr Pearson (Vice Chair)
Laptop	Cllr Saunders
Website	Cllr Saunders
Social Medial Comms	Cllr Parker
Planning	Cllr Carlon (Chair)
Caretaker Line Manager	Cllr Parker
Physical Mail	Cllr Pearson

221. Minutes and matters arising

RESOLVED: To approve the minutes of the meeting held on 9th September 2022 as a true and correct record with an amendment that there will not be an electronic version of the Tennis Courts consultation on the website.

222. Declarations of interest

None.

223. Public forum

A member of the public asked for an update on the planning application for the New Inn. Representatives of Walton Juniors Football club asked about progress at the Jubilee field. Nobody present was able to give an answer. Representatives of Walton Juniors Football club asked about progress on their grant application.

224. Planning Committee

The current planning applications were noted, and the following comments were made:

- **20/01369/FUL (The New Inn).** Councillors discussed the implications of the request to vary the existing planning conditions. The Planning Committee has explored the application in more detail to understand the implications. A full response from their review was read out at the meeting.

RESOLVED: That the Parish Council submit their comments Wakefield MDC Planning for consideration

225. GRANTS: Grant application from Walton United JFC reviewed.

It was noted that the Walton United JFC grant application exceeded the Council's policy of a maximum of £250, but that no other applications had been received and budget provision had been made for up to £1000 in total.

RESOLVED: To pay £785 subject to the payment of the outstanding hiring fee and copies of the 3 most recent bank statements.

226. Ward 5 Councillor report

- School Lane resurfacing completed 19-29th Sept.
- Overgrown footpath on Oakenshaw Lane, reported 10th September completed 20th September
- Request for Solar powered traffic lights at the junction of Common Lane/Chevet/Lodge Lane, passed to Highways

227. SAFE scheme

PC Steel was not in attendance at the meeting. A SAFE report has been received after the agenda papers were published and are duly **noted**.

228. August 2022 bank reconciliation

In the absence of a handover of finance from The Clerk to Cllr Baker it was **RESOLVED** to thoroughly review the financial detail/bank accounts.

Balances as per accounts end of August	£
Barclays Current account	5,241.54
Barclays Premium Account	22,851.69

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HSBC Savings	988.11
Nationwide Savings	<u>100,392.41</u>
TOTAL	129,473.75

It was **RESOLVED**: To add Cllr John Carlon and Cllr Steve Baker to the bank mandate for both the HSBC & Nationwide Accounts.

229. Tennis court working party

A finalised poll has been produced and contained in the agenda papers. The poll will be circulated to each household alongside the Autumn parish council newsletter to residents to gather feedback. More background information will be posted on the website.

230. Communications working party

- Cllr Nixon circulated the Autumn newsletter Final version for discussion and **RESOLVED** to print & distribute. Print date w/c 3rd October, Delivered w/c 17th October, with a deadline for completion of Sunday 23rd October 2022. Distribution schedule & volunteers will be organised by Cllr Parker.
- **RESOLVED**: To create WhatsApp group for the use of Parish Councillors, to help improve/speed up communication as we all work together in the interim to cover the tasks of the Parish Clerk. Cllrs to be invited to join the group, thereby giving consent to use their contact telephone number.

231. Floral displays working party

- Missing name on Oakenshaw Lane, to be followed up with First Impressions.
- **RESOLVED** to order Christmas trees (inclusive of lights) for all 49 columns that passed Amey's Column testing. Only Column 1 at the junction of Greenside and Shay Lane Failed.

232. Coronation Cottage working party

- The annual risk assessment is still outstanding and will be actioned shortly.
- In the absence of Chair Sue Birkby, a new member and Chair of the group is needed. It was **RESOLVED** to appoint Garry Newby to the group.
- At a recent one to one, Caretaker Paul Requested a new pair of boots to replace existing at a cost of £56.95+VAT. **RESOLVED**: to confirm purchase agreed.

233. Environment –

- The replacement bench on Shay Lane is still outstanding.
- We have not received a response from David Penney regarding the repair and restoration of the 4 fingered post. **RESOLVED**: to contact David Penny for an update and suggest contact with Oxley's at Busy Corner.

234. Village Hall -

- The Chubb Risk Assessment is due in November 2022, however there is no evidence of the 2021 paperwork in the file, follow up at the next meeting.
- The First Aid folder has not been updated throughout the tenure of the outgoing Parish Clerk, though the Caretaker has kept contents refreshed. Follow up at the next meeting.

235. Revision to Standing Orders-

- **RESOLVED**; to defer the review of standing orders until the workload of Parish Councillors returns to status quo when a Clerk has been recruited

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Meeting closed 21:39