

# WALTON PARISH COUNCIL minutes

## Minutes of the Parish Council Meeting held on 7<sup>th</sup> January 2020

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

**In attendance:** PC Carl Hall, PCSO L Sammit and the Clerk to the Council.

**124. To receive apologies for absence.**

Apologies were received from Parish Cllrs S Leith and E Prince and Cllrs A Manifold, Cllr F Heptinstall and Cllr M Cummings WMDC (Ward Councillors).

**125. To receive declarations of interest.**

None.

**126. To approve the minutes of the Parish Council meetings held on 3<sup>rd</sup> December 2019.**

**Resolved** to approve the minutes of the meeting held on 3<sup>rd</sup> December 2019 without amendment as a correct record.

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

The heater in the Committee Room has been replaced.

**128. 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.

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

PC Hall confirmed 2 burglaries were logged in December 2018, one being a theft during a house party and another from an unsecured vehicle.

Patrols around the village were carried out in key areas based on known intelligence. A number of ASB calls logged concerning youths smoking cannabis which will be monitored together with school parking.

A councillor requested for increased patrols during the night between the hours of midnight and 6am as CCTV from residents have revealed activity during this time. PC Hall will investigate availability of officers during these hours and deploy if possible.

A request was also made to investigate when the abandoned car on Shay Lane can be removed as this is causing visibility issues around The Balk junction.

**Resolved** to note the report.

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

None present but a couple of issues were communicated following receipt of an email update:

- Brook Farm is offered for sale and WMDC have received a number of offers which they are assessing;
- Enquiries have been made with Highways on available data regarding the impact of the Eastern relief road throughout the village;
- Yorkshire Water have indicated proposed works between 9<sup>th</sup> to 13<sup>th</sup> January but classified this as minor.

A councillor requested if Highways could review the surfacing of the road at the crown of The Balk and take steps as this seems to be in a state of disrepair.

A further councillor if signs displayed by the Brexit Party could be taken down from lampposts.

**Resolved** to note the report and for the Clerk to reiterate the above queries by email to the Ward Councillors and WMDC.

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## 131. Finance & Governance

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

The Clerk submitted details (copy attached to minutes) of accounts paid totalling £8,789.99 for December 2019, and income received of £2,141.06.

The account balances at the end of December are:

Current a/c:	£(4,045.10)
Barclays Business Res a/c:	£18,018.93
HSBC deposit a/c:	<u>£50,355.48</u>
Total	£64,329.31

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

### 2. To consider a budget for 20/21.

Following some initial queries, a councillor asked if the sum of £2,105 anticipated to be left in the village hall refurbishment reserve at this yearend could be utilised in the first instance before further reserves were drawn from the general reserves. The Clerk confirmed this would be the case and agreed to adjust the forecasted reserves as at 31 March 2021 to show the Village Hall reserve as nil.

Discussion took place regarding an acceptable level of general reserves. Taking into account the internal auditor's advice and the Practitioners Guide (2019) for the preparation of accounting and governance statements, the Clerk considered the acceptable level based on last year's expenditure to be in between £18,000 to £28,000. The proposed budget complies with this. The Clerk clarified the external auditor would query high levels of reserves greater than the precept and would expect to see this ring-fenced in ear-marked reserves.

**Resolved to**

- (i) add £3,000 into the playground reserve for future equipment;
- (ii) approve the circulated budget and an adjustment agreed to the forecasted funds position as at 31<sup>st</sup> March 2021.

### 3. To consider the precept for 2020/21.

The Clerk circulated the proposed precept based on the budget. It was noted this was in line with the inflation and the projected income/expenditure.

Members noted the tax base was higher and therefore the increase in the precept would not a negligible increase on electors.

**Resolved** to increase the precept from £36,695 to £38,000 resulting in a 0.47% increase on Band D taxpayers.

### 4. To consider hire charges for 2020/21 and to review the policy for charitable lettings.

Discussion took place surrounding the Parish Council's intentions to align rates and accordingly, a proposal was submitted to increase existing regular hiring rates by £1.00 per hour. A counter-proposal was submitted to increase these rates by 50pence p/h. A vote took place on the first proposal and was carried.

**Resolved**

- (iii) to increase existing hirer rates by £1 per hour as at 1<sup>st</sup> April 2020 and all other rates to remain the same;
- (iv) to approve the policy for charitable lettings unchanged for 2020.

### 5. To consider investment of reserves into a high deposit account

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The Clerk circulated a proposal to reinvest a proportion of money that have recently matured for a period of 3 months before investigating longer-term options in anticipation interest rates will increase and our cash position/anticipated expenditure is clearer.

**Resolved** to reinvest £35,000 into a high deposit money market account for 3 months.

### 132. To consider correspondence received.

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

**Resolved:**

- (i) To delegate authority to the Clerk to respond to NALC's consultation on strengthening police powers to tackle unauthorised encampments with input from Cllrs Saunders and Carlon.
- (ii) Note all other correspondence.

### 133. Planning Working Party.

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

There have been 2 applications validated and no application decided since the last meeting.

**Resolved**

- (i) To object to planning application 19/02834/FUL and would make the following comments:
  - The PC considers that the current planning consent for 3 dwellings, including a conversion of the clubhouse, has already pushed to the limit the exceptions in paragraph 145 of the NPPF 2019 and, accordingly, there is no further scope for additional development.
  - The development does not respect the character of the locality including the surrounding landscape.
  - The design, massing and style of the houses proposed doesn't add any value to the rural nature of the locality. In comparison to the existing structures, the PC questions size of the footprint and residential the units. Whilst the linear design mirrors that of the driving range, the depth and scale of the new houses appear far greater.
  - The applicant should provide full and transparent calculations showing figures for both the existing buildings and those proposed in respect of-
    - i. The building footprint expressed in square metres
    - ii. The gross internal floor area in square metres
    - iii. The volume in cubic metres. The PC has concerns as to how a volume is calculated for the driving range bays which do not comprise a fully enclosed structure but which are completely open to the elements on one side. It is arguable that a structure of this type does not have a volume.
- (ii) to note the remaining validated and decided applications.

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

#### 1.To agree the date of holiday closures of the Village Hall.

The Clerk confirmed arrangements are made with the caretaker, should any bookings be requested over the Christmas period.

**Resolved** to close all bank holidays and between 24<sup>th</sup> to 31<sup>st</sup> August 2020.

#### 2.To receive Risk Assessment report on Coronation Cottage and the Tennis Club.

A councillor noted the Tennis Club has now vacated the premises and the annual risk assessment and end of tenancy inspection has been carried out. Her recommendations are to change the locks, improve the fencing at the rear as well as removing the gate, to secure the premises and formally acknowledge the end of tenancy.

Future discussions to be held at a subsequent meeting regarding the use of the property.

**Resolved** to for the Clerk to:

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- (i) Commission a locksmith to change the locks;
- (ii) Obtain quotes on improving the fencing at the rear;
- (iii) Issue a formal letter to the past tenants to confirm the lease has been surrendered.
- (iv) To consider hire a skip later; and
- (v) To purchase a padlock to secure the front gate on School Lane.

### 135. Recreation Ground & Playgrounds Working Party

The Clerk informed members that two pieces of concrete have been reported to Kompan and WMDC as protruding from the ground. Furthermore, the playground signs have arrived but will be returned as they are not high quality and as expected.

1. To receive ROSPA inspection for the playground.

**Resolved** note the report and take no action as none required.

### 136. Environmental Improvements Working Party

1. **To receive a risk assessment report on the village seats and signs, bus shelter, war memorial and Jubilee Field.**

Cllr Carlon has inspected the stone signs and there is nothing to report except that they need cleaning using a jet wash. Cllr Wagstaff there are no issues with Jubilee Field.

**Resolved**

- (i) to defer risk assessments for the village seats, bus shelter and war memorial to next month's meeting;
- (ii) for the Clerk to arrange for the stone signs to be cleaned.

2. **To consider quotes for florals displays for summer 2020**

The Clerk noted in line with the Council's Financial Regulations, efforts were made to obtain three quotes but one contractor declined to quote on the basis of workload. A councillor proposed the Council write to existing supporters to reaffirm interest for sponsoring a basket and proposed a deadline for payment be added to invoices to be paid in advance of the plaques being erected.

**Resolved**

- (i) to approve the quote by First Impressions in the sum of £4,005.61 plus VAT;
- (ii) to issue letters to last year's supports requesting they reaffirm interest together with an invoice with payment to be made in advance of the baskets/plaques being erected.

### 137. To consider protocol to mark the death of a senior public figure.

**Resolved** to enact the following protocol on the death of the Sovereign:

- (i) Issue a condolence letter to Buckingham Palace on behalf of the residents of the Parish;
- (ii) Display a public message on our website to be prepared by the Chair;
- (iii) To allow the laying of flowers at the War Memorial and for this location to be communicated as part of the public message issued;
- (iv) To refrain from opening a book of condolences.

### 138. To consider request by Walton Primary Academy for a letter of support.

**Resolved** for the Clerk to sign a letter of support on behalf of the Council in support of their grant funding application for an all-weather football pitch.

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**139. To consider proposal of a new Spirit of the Community Award scheme by Cllr Massey.**

Cllr Massey proposed two awards, perhaps one for an individual up to age 16 and one for over 16s, in recognition of actions taken in the Community. A nomination form will be made available and the winning individuals will be presented with their awards at the Annual Meeting of the Parish in April 2020. The full wording of the scheme to be agreed at next months meeting with nominations to be finalised at 31<sup>st</sup> March 2020 meeting.

**Resolved** to make an initial announcement on the Facebook page and to prepare details/nomination forms for approval at next month's meeting.

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

None.

Meeting closed at 9.55 pm.