

# WALTON PARISH COUNCIL minutes

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

The meeting was held virtually using ZOOM software. All members could be seen and heard using the audio and video functions.

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

**In attendance:** Ward councillors M Cummings and Cllr F Heptinstall (WMDC) and the Clerk to the Council.

**16. To receive apologies and approve reasons for absence.**

Apologies were received from Parish Councillors E Prince and Albert Manifold (WMDC Ward councillor). Cllr Massey will be joining the meeting late.

**Resolved** to approve reasons for absence.

**17. To receive declarations of interest.**

None.

**18. To approve the minutes of the council meeting held on 26<sup>th</sup> May 2020.**

Cllr Lee felt the Parish Council had agreed a resolution that the land formerly known as the Tennis Club would not be sold and safeguarded for future generations. The Clerk noted this was discussed and members agreed but the formal motion submitted and approved did not record this wording. It was agreed a new business item would be added to next meeting's agenda to formally consider making such a resolution.

**Resolved** to approve the minutes of the meeting held on 26<sup>th</sup> May with an amendment from electrical conditioning report to electrical installation condition report.

**19. 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.

Cllr John Carlon joined the meeting.

**20. To receive a report on the SAFE scheme and police matters.**

A police report was circulated prior to the meeting. A member asked if it was possible to link the Neighbourhood watch with the SAFE scheme report. The Chair will ask PC Hall if possible. The Clerk confirmed the SAFE reports are published on the website following each meeting.

**Resolved** to note the report.

**21. To receive a report from WMDC Ward 5 Councillors.**

Cllr M Cummings reported:

- PACT meetings have been cancelled but the Police will attend virtual meetings. Notton PC are organising a ZOOM PACT meeting if Walton would be interested.
- Police are promoting an alert system which members of the public can register for to receive notifications of any issues in the area – details to be sent to the Clerk to circulate.
- Report of tyres left at the Golf Club. The Golf Club have been contacted to remove.

Cllr F Heptinstall reported:

- Children in some areas not receiving free-school meals. A system is in place to issue free packed lunches in August on a Tuesday and Friday to those registered. WMDC are also liaising with Schools to target vulnerable families.

A member asked if the Ward Councillors could procure an update on the Chevet Lane/Common Lane junction. Cllr Cummings will chase but is aware many projects are on hold due to several resources being reallocated.

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Other members noted that some WMDC information was not being filtered to the Parish Council to disseminate. Cllr Cumming suggested the PC to follow her personal Facebook page which posts many useful information.

A member asked if the Parish Council could access the Capital Grants fund to replace the three planters on Shay Lane which was in a great deal of disrepair. Cllr Cummings will try to work with the Council to get costings for these. This member also raised fly tipping into the beck which Cllr Cummings agreed to follow up.

A member notified the fencing at Brook Farm had fallen over, which secures the premises.

Lastly, another member raised a concern on a manhole cover on Oakenshaw Lane near the Colliery car park, which has been covered with tarmac as a temporary repair. It is feared this will collapse if not inspected and fixed properly. Cllr Cummings will report but is aware the gully's are jetted once a year.

**Resolved** to note the reports.

## 22. To ratify decisions, as scheduled made to date by the Clerk under her delegated authority.

The Clerk submitted a schedule of decisions made under her delegated authority from 20<sup>th</sup> March to 30<sup>th</sup> June 2020 to be ratified by the Parish Council. For transparency reasons, it was agreed this schedule be published on the website.

The Clerk submitted details (copy attached to minutes) of accounts paid totalling £2,899.11 for May 2020, and income received of £267.91. The accounts paid totalling £4,615.51 for June 2020 and income received of £2,566.78 for June.

The account balances at the end of June 2020 are:

Current a/c:	£2,420.01
Barclays Business Res a/c:	£14,628.39
HSBC deposit a/c:	<u>£50,912.46</u>
Total	£67,960.86

**Resolved** to

- (i) Approve the financial statements and payments.
- (ii) To ratify the decisions taken by the Clerk/RFO under her delegated authority to 30<sup>th</sup> June 2020.
- (iii) To publish the list of decisions on the Parish Council website.

## 23. To consider correspondence received.

The Clerk summarised the correspondence received over June 2020 including the consultation on the New Members Code of Conduct. The Clerk noted SLCC have suggested Parish Councils write to their local MP's to lobby support from Central Government on financial support for local councils during this pandemic. The Clerk highlighted the outcome of the Parish Council's application for a Small Business Grant being declined.

**Resolved** to write a letter to MPs Imran Khan and Jon Trickett to lobby for new government policy on financial support for local councils.

### 1. To consider planning applications validated and decided June 2020.

There have been 6 applications validated and 1 application decided since the last meeting. The Clerk highlighted a planning application considered at the 26<sup>th</sup> May meeting (20/00766/FUL), with amended plans submitted. A member had reviewed the amended plans and had not envisaged this would require a comment to be made by the Parish Council.

**Resolved**

- (i) To object to the proposed work under planning application 20/01040/TPO as the subject tree is located on the Parish Council's recreation ground. All trees on the recreation ground are subject to a blanket TPO and were risk assessed by Arboricultural specialists in September 2018. The tree

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was not highlighted as dangerous, is thought to be in good condition and no recommendation was submitted to undertake any work to it at the time.

- (ii) To note all other validated applications.

An update was provided on the allotments lease. This is close to finalising and but the specification is yet to be agreed.

### 24. To consider next steps to undertake due diligence regarding the former Tennis Club Pavilion.

The Clerk provided copy email from Working for Walton regarding their offer of expenditure they would be prepared to incur for refurbishment, first years rent and legal costs. It was noted this would only cover legal costs to complete the necessary legal paperwork to ensure the Council could legally regain possession at the end of the agreed term and would not cover any rent/refurbishment. A member suggested it may be feasible to grant a short-term lease to W4W in the interim until affirmative action plan was resolved on.

Members discussed other options for the use of the land that may be curtailed if a lease was granted exclusively to W4W. This included use as a community garden or refurbishment of the pavilion as a changing room/refreshment area for users of the football pitch/tennis courts to be rented out on an ad-hoc basis. A member noted there was an increase in demand for use of the football pitch by a local team and the land could be used as an additional facility for these users.

Councillor Massey joins the meeting.

A member also noted W4W requested a lease of part of the site not including the tennis courts. It was feared this piece of land would fall into complete disrepair if left unused. Suggestions of refurbishing the courts for other sporting activities were noted with use of the pavilion as a complementary facility. It was noted this would require investment but grant funding could be explored.

Members felt consultation with the village could provide further options not considered yet.

The Clerk summarised the options and the timings of each proposed cause of action to specify which are dependent on each other.

#### **Resolved:**

- (i) Meet with local football groups to discuss option of complementary facilities for use by football teams;
- (ii) Consult with the village solely by Facebook to options initial views on uses of the land;
- (iii) Once (ii) completed, obtain a fee proposal(s) for a feasibility study based on viable potential uses;
- (iv) Clear out the pavilion over the summer period;
- (v) Write to W4W with an update that the Council are exploring all potential uses for the land as part of the due diligence process.

### 25. To consider request for information on the ownership of land behind Whisk Café.

Discussions took place on whether the relevant area was owned by Network Rail, WMDC or the Parish Council.

**Resolved** to undertake a Land registry search of the relevant area.

### 26. To receive an updated risk assessment and report on guidance for the reopening of the hall.

The Clerk noted the government have given the green light to allow community buildings to reopen from 6<sup>th</sup> July. The permitted activities under the current guidance is limited but it is anticipated this will expand to existing hirers by the end of July 2020. Concerns were raised as the frequency of cleaning required to ensure it would be safe. Discussions with the caretaker/cleaner would be advisable regarding the impact of reopening on his duties and other employment aspects, including training.

Resolved

- (i) Staffing Committee to meet with the Caretaker/Cleaner to consult on measures required for reopening the hall.

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- (ii) To issue questionnaires to existing regular hirers to identify needs on returning;
- (iii) To review the possibility of reopening at the next Parish Council meeting scheduled 1<sup>st</sup> September 2020.

### 27. To consider the risk assessment and report on the re-opening of the play area.

Play areas were permitted to reopen from 4<sup>th</sup> July 2020. The guidance released has indicated owners consider cleaning equipment amongst other measures. Some are not practical as the play area is not staffed and not enclosed. Working party members completed a pre-opening safety inspection on 3<sup>rd</sup> July. There were no safety issues and it was agreed with relevant signage to promote social distancing, hand sanitising and requiring parents/carers/users to sanitise the equipment before and after use, the park could be used.

The Clerk noted a report has been submitted to WREN as required under our funding agreement.

**Resolved** to note the report, approve the risk assessment, and implement the measures.

### 28. To consider request for hire of football pitch by two groups.

Two groups wished to hire the pitch. West Yorkshire Sports Club used the pitch approximately 3 times last year despite paying a fixed fee for the season. It was suggested both groups could use the pitch with West Yorkshire Sports Club paying per match. The two groups would need to liaise with each other on timings for use.

#### **Resolved**

- (i) to hire the pitch to Walton United Football Club, subject to agreeing terms, for use of the pitch on evenings and weekends for a fixed annual fee.
- (ii) to allow West Yorkshire Sports Club to pay fixed fee per match on the odd occasions they require the pitch.

### 29. To consider comparative quote by WMDC for new picnic bench.

The playground equipment supplier had provided a quote in March 2020 for the supply and installation of a new picnic bench near the play area. WMDC have now provided a cheaper comparative quote. The Clerk noted the recreation ground had recommended a picnic bench but this had not been accounted for in this year's budget. Members felt given our financial situation was unclear due to loss of revenue, the purchase of a new picnic bench should be deferred to next financial meeting.

**Resolved** to defer to September's Parish Council meeting.

Meeting closed at 10.05pm.