WALTON PARISH COUNCIL minutes

Minutes of the Parish Council Meeting held on 7 November 2017

Present: Cllrs: E Fairclough (Chair), K Shaw, P Lee, K Rolinson, H Massey, C Wagstaff, T Saunders and J Carlon.

In attendance: Sgt Matthew Jackson, A Manifield (Ward Councillor), M Cummings (Ward Councillor), F Heptinstall (Ward Councillor), 3 members of the public and the Clerk to the Council

The Chair announced at the start of proceedings that David Rollinson's mother had passed away recently. Mr Rolinson has been a major contributor to the Walton Neighbourhood Plan. All those present stood in silence for a few moments as a mark of respect.

95. To receive apologies for absence.

Apologies were received from C Pearson, S Birkby and E Prince.

96. To receive declarations of interest.

None.

97. To approve the minutes of the meeting held on 3 October 2017 or make any amendments.

Resolved: to approve the minutes without amendment as a correct record.

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

The Clerk confirmed the Parish Council's letter to WMDC dated 13 October 2017 regarding Walton Community Library was sent to the School/Academy and trustees of WCL for reference, but no response has been received from any of the recipients.

99. 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.

A request was submitted to the Chair for agenda item16 to be bought forward and dealt with under item 5 by the Chair of Walton Community Library. The Chair asked if other members agreed to which the majority indicated they did leading the Chair to approve the request.

The Chair of Walton Community Library (WCL) asked if the Parish Council were aware a meeting with Jon Trickett MP had been scheduled for 16th November 2017 to discuss a public consultation on whether the community wished to retain a library and if so, what sort of library that would be. The Chair of WCL also expressed his disappointment with WMDC regarding their assistance with the head lease.

Councillors understood WCL had agreed to relocate after their notice period expired yet now the intention appears to have shifted to resist relocation in effect discounting the possibility of a purpose-built building on School grounds or occupation of the Hub. Councillor Lee felt the current status quo should not prevent the Parish Council applying pressure on the School/MAT and WMDC given the limited options available; relocation to the Methodist Church was space limited and not financially viable, a purpose-built building was also not financially viable, the Hub would not be built in time and would also require the payment of rent and WMDC's intention at time the lease was granted was for the library to remain in perpetuity. Councillor Rolinson confirmed a meeting with Keepmoat had taken place whereby they specified space in the Hub would be offered free of charge to WCL, but this had not been communicated to WCL according to the Chair of WCL.

Councillors felt it would be difficult for WCL to renege from their apparent acceptance to leave at the end of July 2018. The Chair of WCL commented the trustees felt pressured to accept the extended notice given

the short notice previously issued. Councillors commented the Parish Council's efforts are now best served in exploring funding options for a purpose-built building or relocation to the Hub within the Grove development.

Councillors enquired what a public consultation would achieve given the issue is with WMDC to apply pressure on the School/MAT as Landlord. Councillors commented public consultation held as part of the Neighbourhood Plan consultation indicated residents wished to retain a library facility as a 'Service', but this was not specific to WCL. Councillor Massey indicated the village in effect has two libraries with a mobile library visiting the village often and that funding by WMDC for this should go to WCL instead. Councillor Lee proposed a further letter be sent to senior officials at WMDC, including the Leader of WMDC to exert their influence, given no response had been received to the Parish Council's letter of 13 October 2017.

Ward Councillor Cummings confirmed investment was secured by WMDC for WCL 5/6 years ago to preserve the library and new funds were being explored further to meetings with Keepmoat who have requested an annual payment for WCL to occupy part of the Hub. Cllr Cummings suggested any letter by the Parish Council be sent to Andy Wallhead as Corporate Director of Regeneration and Economic Growth of WMDC focusing on the heads of terms agreed between WMDC and the School when the land was transferred. A Councillor indicated correspondence with WMDC had suggested the heads of terms were clear and precise.

Councillors debated whether the Parish Council should go beyond acting as an independent arbitrator and their desire to maintain relations with the School and WCL for the benefit of the community. Councillors also discussed whether representatives of the School had been invited to the meeting with Jon Trickett to which the Clerk believed not given her conversations with Mr Trickett's caseworker.

Resolved:

(i) to write to WMDC to request clarification on the heads of terms agreed between the School and WMDC regarding WCL when the land was transferred to the School;

(ii) two representatives, being two Members or a Member and the Clerk, to attend the meeting with Jon Trickett.

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

Sergeant Jackson confirmed 6.5 hours were worked over the last month by various PCs and PCSOs due to an issue with personnel. In summary, there has been three thefts from a motor vehicle (TFMV), two other crimes and anti-social behaviour. The two crimes included theft of a plant and a recycling bin. The first TFVM appears to have been committed whilst the occupants were away. The TFMV committed on 13th and 14th October were captured on CCTV and an arrest has been made in relation to both these incidents. No further incidents reported following the arrests. Sergeant Jackson thanked those who made the CCTV available and reiterated that the vehicles involved unsecured vehicles and wished to highlight the importance of securing vehicles particularly at night.

The antisocial behaviour relates to drug paraphernalia on a footpath leading towards Agbrigg, which has now been recovered by WMDC. There were also several fly tipping incidents on School Lane, The Balk and Oakenshaw Lane. Councillor Shaw reported the fly tipping on Chippy Lane was left after Network Rail worked on a fence, but this was removed shortly after.

Councillor Massey reported cold callers from SafeStyle UK had been visiting many households in Walton, but it is not clear whether they had the correct licences to do so and enquiries were still being made.

The Chair raised the grant application submitted for an off-licence to occupy the previous Walton Stores premises on School Lane. The application was for the sale of alcohol from 6am to 11pm with residents leaving concerned comments regarding the extended hours when alcohol could be purchased on the Walton Parish Council face book page. Sergeant Jackson agreed to report back residents' comments to the licensing officer within the Police.

Resolved to note the reports.

101. WMDC Ward Members - To receive a report from the District Councillors.

Councillor Maureen Cummings reported:

- Fly tipping on Chippy Lane will be followed up;
- Overhanging trees over 30mph speed sign on Common Lane has been cut back;
- Overhanging trees on Cherry Tree has been cut back;
- The 'slow' road marking near the Cherry Tree roundabout will be reviewed, which was expressed as a concern by a resident;
- VMS have now been logged as being in the wrong place as they cannot be connected to a source of electricity. WMDC are liaising with the contractors responsible for this;
- Clearance of the footpath at the back of Elmwood is being chased;
- WDMC are in consultation with Keepmoat regarding the provision for WCL and café facility within the Hub.

Cllr Cummings confirmed she and Cllr Heptinstall had been drafted to lead an enquiry into why 'Member Enquiries' was not working as it should following all elected member complaints.

Cllr Albert Manifield enquired if debris fallen from the collapsed wall on Common Lane has been removed. The Chair confirmed this is now under a pile of leaves but will confirm to Cllr Manifield if not.

Councillor Shaw reported the hedges on Shay Lane leading to nine-arches was still not properly cut.

Councillor Massey reported there had been a recent accident on the road which crosses with Chevet Lane and Common Lane leading to road closures. Cllr Cummings explained the residents of Lodge Lane have submitted a petition to close the road to cars, on the road leading to Newmillerdam which WMDC have objected. Councillor Lee considered whether this road closure to cars would reduce traffic through Walton, but it was thought not likely.

Resolved:

(i) Write to Graham West of Highways, WMDC to object to the road closure petition submitted by Chevet Lodge residents;
(ii) note the reports.

102. Finance

1. To approve accounts to be paid, already paid under delegated powers and income received |October 2017.

The Clerk submitted details (copy attached to minutes) of accounts paid totalling £2,522.93 and income received of £1,414.25 for October 2017.

The account balances at the end of August are:

Current a/c:	£2,021.60
Barclays Business Res a/c:	£50,688.54
HSBC deposit a/c:	£15,145.02
Total	£67,855.16

The Clerk reported a resident who booked the Committee Room and paid for her booking in full in the sum of £80, requested a full refund on the basis she had just paid the fee and given almost 3 weeks' notice of cancellation. Parish Councillors noted our cancellations policy and clarified whether the hirer was aware there was a £50 non-refundable deposit, to which the Clerk confirmed she was. The Clerk confirmed the resident was entitled to £30 refund under the policy as she had given more than one weeks' notice which was the minimum notice required for a refund of the balance less the non-refundable deposit. Councillors agreed the policy had be applied for consistency and fairness.

Resolved:

(i) to approve the financial statements and payments;
(ii) refund to the resident her balance less £50 non-refundable deposit.

2. To consider the amount to contribute to a memorial wreath for Remembrance Sunday.

Resolved: to donate £50 to the Royal British Legion for the poppy wreath for Remembrance Sunday 2017.

3. To consider the investment of Council reserves in a high interest deposit account.

The Chair noted the Bank of England's interest rates had increased, however this does not appear to have been passed onto customers. The hair suggested the Parish Council defer to next month to await if interest rates will be increased in the coming month.

Resolved: to defer to the next meeting.

103. To consider correspondence received.

The Clerk conveyed a request by Walton Community Library for use of the Village Hall and facilities on Sunday 8th July 2018 for the Open Gardens event free of charge.

The Chair asked for discussion on whether the Parish Council allow WCL to use the facilities free of charge or at a reduced rate. Councillors discussed given the events will involve large scale fundraising, it would be more acceptable to request a nominal fee to go towards the running costs of the Hall, whilst other Councillors felt that it was appropriate to offer the hall free of charge to show support to WCL and given the event was held every 2 years. Councillors debated whether it was necessary to consider implementing a policy or consider each case on its own merits, given Working for Walton have been permitted use of the Hall free of charge. Discussions ensued regarding the need for consistency, adopting a flat rate for charities, allowing one free use after which payment would be expected, whether the funds raised at the relevant events would be utilised for the benefit of the community and the promotion of the village at these events. The need for a draft policy will be deferred to the following month's meeting.

Councillor Saunders put forward a proposal to allow WCL to have use of the facilities free of charge for this specific event. A vote took place with 5 Councillors voting in favour, 2 Councillors against and 1 abstained.

Resolved:

(i) To allow WCL's request for use of the facilities free of charge on 8th July 2018; and
(ii) To note all other correspondence and
(iii) To grant dispensation to the Clerk to report only relevant and key correspondence.

104. Planning Working Party.

1. **To consider planning applications validated and decided in October 2017.**

5 applications have been validated and 9 applications have been decided since last meeting.

Councillors noted the grant of a licensing application had also been submitted to WMDC for the sale of alcohol at a newly located grocery store on School Lane, from 6am to 11am Monday to Sunday. The Chair noted the Parish Council has asked Sergeant Jackson to convey concerns regarding the hours permitted for the sale of alcohol. Councillors commented this was not a type of village which required an 'all hours off licence/grocery' shop, however, comments were also submitted the Parish Council should not be discouraging saleable enterprises to open within the village, with CCTV a key factor in reducing anti-social behaviour. Councillors agreed to object to the application on the same basis as the previous applicant but to comment that if the licensing authority wished to grant the application, we would request restricted hours of when alcohol could be sold.

Resolved:

(i) to submit a comment on planning application 17/00324/FUL – 154 Shay Lane, Walton of the "Walton Parish Council have considered this application and respectfully request for better clarity regarding the Design and Access Statement to fit with the proposed plans and for the materials to accord with those typically found in buildings situated in the village's Historic Core, as defined in Policy 4 of the Walton Neighbourhood Plan. In our view timber clad exterior walls and zinc roofs would not be appropriate in this location."
(ii) To make no other comments on the validated applications and note the decided applications;

(iii) To submit an objection letter to WMDC regarding the premises licence for the sale of alcohol based on historic problems with gangs of youths purchasing alcohol and congregating on the Recreation ground/School Lane.

105. Village Hall and Coronation Cottage Working Party - to receive reports.

The Clerk reported the defibrillators had arrived and the electrician had provided a quote of £165 to install the defibrillator and £235 for the 4 double socks discussed last month.

Resolved: to request the electrician install the defibrillator and four double sockets within the Village Hall at a cost of £165 and £235 plus VAT respectively.

1. **To receive Risk Assessment report for the internal and external of Coronation Cottage and the internal of the Tennis Club.**

   Councillor J Carlon apologised but was unable to complete the risk assessments due to work commitments and confirmed he should have his reports available for next month.

Resolved: to defer to next month's meeting.

2. **To receive quotes for two new fire doors located within the Committee room.**

   The Clerk reported we had received two quotes of £980 each door plus Vat from RB Glazing and £1,607 plus VAT from Industrial Services Group who are affiliated with Bradford Council. ISG indicated the absence of lintels above the door which would require installation by a builder prior to the doors being replaced.

   The Clerk contacted West Yorkshire Fire Brigade who confirmed they did not conduct fire inspections or assessments on public buildings except for schools due to limited resources but did recommend a fire-resistant door for at least 30 minutes. It was not possible to recommend a provider. Councillors asked if was necessary to replace the dilapidated door next to the main entrance with a fire door given the main entrance is a fire escape. The alternative option would be to replace it was a composite door or brick it up. The fire door within the Committee room is currently fine and would only be replaced if the dilapidated door was replaced as a fire door.

Resolved: to defer to next month's meeting once Councillor Carlon spoke with ISG regarding the lintels.

106. Recreation Field & Playground Working Party - to receive reports.

The Clerk reported the newly donated basketball net had been vandalised on or around 30 October 2017 was now missing.

Resolved: to replace the basketball net with a metal mesh like the previous net.

1. **To consider a resident's request for a gate at the School Lane entrance of the recreation ground due to safety concerns.**

The Chair announced the barrier on the pavement was erected with spaces to allow for prams, wheelchair users and ambulances trollies access to the recreation ground. The addition of a gate would raise other safety concerns such as trapped fingers, gates being left unopened by dog walkers, difficulty accessing the grounds to those in wheelchairs, prams and for emergency purposes. Due to the playground being an unsupervised play area, the onus is therefore on parental responsibility to ensure children are supervised always and not left unattended.

Resolved: to refuse a request for a safety gate to the entrance of the recreation ground.

107. Environmental Improvements Working Party - to receive reports.

1. **To receive Risk Assessment reports on the village seats and signs, bus shelter and war memorial and the Jubilee Field.**

Councillor Saunders reported many of the seats were looking worn and needed refurbishing. The Clerk confirmed the refurbishment of all seats is an ongoing project with four seats completed over the summer and the remaining planned weather permitting. Cllr Saunders comments some worse than others. The clerk suggested these are noted and prioritised.

Two of the four village signs were in very poor condition, namely on Shay Lane and Common Lane. The signs needed striping back and repainting. A Councillor suggested these could be sandblasted and painting with Hammerite. A Councillor enquired of the signs could be replaced with engraved stone. Councillor Carlon suggested a piece of stone cast could be engraved and slotted into the existing stone walls to replace the metal signs. Cllr Carlon will obtain quotes and investigate if this is feasible.

Cllr Saunders explained the 'No Smoking' sign in the bus shelter had been set alight and there appears to be a build-up of ivy creeping under the roof. The war memorial is fine except it needs de-weeding in advance of the Remembrance service on Sunday.

Resolved:

(i) Councillor Carlon to obtain quotes for engraved stone casts to replace the village signs;
(ii) The Clerk will ask the groundman to remove the ivy from the bus shelter roof and tidy the war memorial;
(iii) to note the other reports.

108. Tree Working Party - to receive reports.

The Chair confirmed the stump outside the village hall had been removed. Councillor Shaw suggested a raised bed be planted in its place and filled with plants inserted to make the outside of the Hall look more attractive. This was supported by other Councillors.

Resolved to note the reports.

109. To consider dates of Council meetings in 2018.

Resolved:

(i) that Council meeting dates for 2018 will be: 2nd January; 6th February; 6th March; 10th April; 1st May; 5th June; 3th July; 4th September; 2nd October; 6th November and 4th December.
(ii) the Annual Parish Meeting will be on Tuesday 19th April 2018.

110. To consider updates/position on Walton Community Library.

Item bought forward, and minutes listed under 99.

111. To consider grant previously submitted by Walton Community Club (WCC)

The Clerk confirmed the accounts to the Charity and Club had now been submitted for the grant application by WCC to be considered for £250 towards the cost of the defibrillator.

Councillor Rolinson confirmed the funds to purchase the two defibrillators were raised from the Classic Car Revival weekend, in part from the last years Scarecrow's festival and grants received from WMDC. Working for Walton has in fact paid for the defibrillators and if the £250 grant is awarded to WCC, this will be reimbursed back to Working for Walton. A Councillor commented the grant applications submitted by Working for Walton and WCC were the same and two sets of £250 have been made to potentially circumvent the Parish Council's policy that a maximum of £250 can be paid to one organisation. Another Councillor commented that if Working for Walton had paid on behalf of WCC, then that was a matter for them and not our concern.

Councillor Rollinson commented it was identified that the village needed two defibrillators, and therefore the two grants would be applied to the cost of each defibrillator. Concerns were also raised that one grant

should not be awarded to Working for Walton and not WCC; there needs to be a consistent approach applied to both organisations to avoid any animosity. Councillor Saunders moved for the Parish Council to grant £250 to WCC on the understanding they would repay Working for Walton. A vote took place with 7 councillors voting in favour and 1 against.

Resolved to grant WCC £250 for the cost of a defibrillator on the understanding they would repay Working for Walton.

112. To receive matters reported directly to the Clerk.

None.

Meeting closed at 9.50pm