



Present:

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

In attendance:

S Guinan (Candidate for co-option)

4 members of public.

Ward Councillor M Cummings

PC Craig Steel

107 To receive apologies for absence & approve reasons for absence - none

108 To approve the minutes of the council meeting held on 4th November 2025

RESOLVED The minutes of the Parish Council meeting held on 4th November 2025 were **approved** as a correct record subject to the amendment of minute 104 to read "YLCA to be approached for advice on the actions the Council should take following the external auditor PKF Littlejohn LLP's comment in section 3 of the AGAR that the internal auditor was involved in the completion of section 2 of the AGAR and that consequently, the internal auditor is not independent of the authority's financial procedures."

109 To receive declarations of interest – none.

110 To appoint a candidate for the office of parish councillor to fill an existing vacancy

Shane Michael Guinan was **co-opted** as a Parish Councillor.

111 To be advised of matters achieved or arisen since the last meeting not included elsewhere on the agenda

111.1 It was **resolved** that the **Clerk** should provide the agenda to Councillors in editable (e.g. Word) format so that they could make their own annotations.

111.2 It was **resolved** that under this agenda item the **Clerk** should provide a list of the actions agreed at the last meeting, including any outstanding actions from previous meetings, and for the **Clerk** and relevant **Councillors** to report on progress against each one.

112 Wakefield MDC Ward 5 Councillor update

- No news on Brook Farm development. It was observed that the matter of horses being grazed there was now in the hands of WMDC's property function.
- WMDC consider that the fence across the damaged wall on Shay Lane is sufficient for safety purposes but are seeking quotes from a full repair pending resolution of the insurance issues.
- WMDC Highways department have been asked if they can adjust the position of the right-hand bend sign on School Lane so that it does not obscure the bus stop sign.
- Cllr Cummings has organised a Buffet & Bingo event at the Methodist Chapel on 27 January to combat social isolation.
- The Ward Councillors were asked to consider a request for a crossing on The Balk opposite St Pauls. This is a particular requirement on Sundays. It was acknowledged that a crossing would reduce the available kerbside parking space.
- It was reported that the streetlights at the junction of The Balk and Shay Lane were not working. It was noted that street light faults can easily be reported on-line.

113 Public Forum

- A member of the public expressed concerns over speeding traffic and how that made them feel unsafe when walking about the village.
- A representative from Heritage of Walton informed the Council that they were working on a project with Walton Primary to establish a monument to the industrial heritage of Walton.

114 SAFE Scheme & Police matters - The SAFE policing report was noted. PC Steel informed the Council that policing was being stepped up for the dark nights.

115 Finance & Governance

115.1 The accounts to be paid or already paid under delegated powers and income received during October 2025 were **approved**. A summary of recent payments follows at the end of these minutes.

115.2 The draft annual budget for 2026-27 was **approved** subject to the following amendments:

- The grants budget to remain at £1,000
- Provision for Coronation Cottage maintenance to be increased to £1,000
- The provision of £3,000 for the Neighbourhood Plan to be reclassified as something other than Professional Fees.
- Tennis Court Garden amended to £7,600 in the light of recent invoices.
- That there should be no transfers to the ear marked reserves for the Playground or the Village Hall Roof in 2025-26 or 2026-27 in order to contribute to the restoration of the general reserve to an adequate level.

(Note that the precept is to be determined at the January meeting)

115.3 The decision to appoint an internal auditor was deferred pending the advice from YLCA (minute 104 refers).

116 Planning Working Party

116.1 25/01450/FUL - Construction of fully glazed link between existing dwelling and existing garden room (retrospective): 2 Walton Chase, School Lane, Walton. No comment.

116.2 Neighbourhood Plan

116.2.1 It was **resolved** that no material change was required to the existing Neighbourhood Plan.

116.2.2 It was further **resolved** that **Cllr Carlon** would contact WMDC Planning to request a meeting seeking advice and support in making any necessary drafting changes to the plan to reflect current legislation and planning policies.

116.2.3 The following element of Council's previous resolution (minute 63) was restated:

It was **resolved** that the Clerk should write to WMDC providing the prescribed information for a formal redesignation of the Neighbourhood Area.

To receive Working Party Updates and Correspondence Received

117 Village Hall & Coronation Cottage

117.1 The order for a replacement DVR for the VH CCTV (£274+VAT) was **approved**.

117.2 It was **resolved** that the **Clerk** should arrange for the alarm at Coronation Cottage to be serviced. It was further **resolved** that the **Clerk** should check that the insurance cover for Coronation Cottage reflected the presence of the alarm and any other matters relevant to the recent refurbishment of the building.

117.3 Council's previous resolution (minute 106) was restated:

To proceed with the fitting of a lock on the door by the toilets so that there two ways of getting into the village hall. **Cllr Carlon** to action.

118 Park & Jubilee Field

118.1 It was noted that the recommendations of the RoSPA report were still to be progressed. **Cllr Sutcliffe** offered to review the actions required.

118.2 It was **resolved** that the **Clerk** should write to the relevant property(s) in Scholars Court asking them to attend to the condition of the wall adjoining about the play area. It was further **resolved** that the **Clerk** should arrange for a warning notice and /or barricade to be erected at the damaged area of wall.

118.3 Council's previous resolution (minute 67.1) was restated:

It was **resolved** that the **Clerk** should seek quotes from Altofts Tree Services and Bowmans to perform the tree works as authorised in the TPO planning application. It was further **resolved** that the quote should include the planting of a suitable Christmas Tree in the park adjacent to the Millenium entrance (as discussed at the February 2024 meeting).

119 Parish Environment

It was **resolved** that **Cllr Carlon** would approach Dave Penney for a cost for removal and refurbishment of the Waterton blue plaque. It was further **resolved** that unless the Penney quote was cheaper, the **Clerk** should instruct Iain Foster to remove the plaque and arrange for it to be shipped to Leander Architectural for restoration at £400 + VAT.

It was noted that the installation of the plaque would best be timed so that it could be unveiled as part of the Wall Fest in May 20026.

120 Floral Displays

It was **resolved** that the **Clerk** should contact First Impressions to:

1. Ensure that they perform regular checks that the Christmas tree lights were working correctly.
2. Fit the missing plaque (Julie & Dave) to School Lane 12.
3. Ascertain what happens to redundant plaques (Council's preference is for them to be retained in case the sponsor returns).

121 Communications

It was **resolved** that the **Clerk** should set up an automatic receipt for all emails so that correspondents were assured that their email had been received by the Council.

122 Tennis club refurbishment

Payment of invoices from Dean Stead & Sons, £800 + VAT for digging trial pits and Ireland-Albrecht, £1139.50 + VAT for site meetings and progressing a budget costing was **approved**.

It was **RESOLVED** that the appointment of a landscape architect from the short-list of two preferred candidates be delegated to the Tennis Court Working Party.

123 Correspondence received – School Lane (Whisk) bus stop

It was **resolved** that the **Clerk** should:

1. Share the correspondence with Arriva and ask for their comment.
2. Ask First Impressions whether the tree can be repositioned at a different height on the post
3. Let the correspondent know the actions taken (including that taken by the Ward Councillor)

124 To consider and approve the 2026 Parish Council & Annual Parish meeting dates.

It was **resolved** that the Council would meet on the first Tuesday of each month in 2026 (excluding August) as specified in the Standing Orders and that the Annual Parish Meeting would be held on Tuesday 12 May 2026.

125 To consider the Parish Council's support for the Community Safe Places Project

This item was deferred to next meeting due to lack of agenda time.

The meeting ended at approximately 10.00pm

10.11.25	MICROSOFT	REN 365 SOFTWARE	£84.99	PAID	DR CARD	YES	YES				84.99
13.11.25	LEAFLETFROG	NEWSLETTER	£135.00	PAID	DR CARD	YES	YES				135.00
17.11.25	MARMAX PRODUCTS	BENCH - THE GROVE	£379.00	PAID	MINS	YES	NO			75.80	454.80
24.11.25	SCOTTISH WATER	WATER SUPPLY	143.9	PAID	D/D	YES	YES				143.90
13.11.25	U3A ASTRONOMY	OVERPAID VH	228	NOW	NOW	NO	NO				228.00
14.1.25	IAN MORRIS	MOP/BUCKET	20	NOW	NOW	YES	NO				20.00
10.11.25	IRELAND ALBRECHT	PARK TRAIL PITS	222.00	NOW	MINUTES	NO	YES			44.4	266.40
20.11.25	FIRST IMPRESSIONS	XMAS TREES/LIGHTS	3,822	NOW	MINS	YES	YES			764.4	4,586.40
25.11.25	MARK CARTER	WINDOWCLEANING	44.00	NOW	NOW	YES	YES				44.00
26.11.25	CALDER SECURITY	CCTV SERVICE	116	NOW	NOW	YES	YES			23.2	139.20
28.11.25	IAN MORRIS	DEC SALARY		19.12.25	NOW	YES	YES				
28.11.25	PETER WALSH	DEC SALARY		19.12.25	NOW	YES	YES				2.15