

Present

Cllr E Fairclough (Chair)
Cllr K Shaw (Vice Chair)
Cllr S Birkby
Cllr J Carlon
Cllr P Lee
Cllr S Leith
Cllr K Nixon
Cllr T Saunders
Cllr C Pearson
Cllr C Wagstaff
Mr N Shaw (Clerk)
Cllr M Cummings, Wakefield MDC
2 members of the public

92. Apologies for absence

Cllr W Parker
PC Steel, West Yorkshire Police

80. Minutes and matters arising

RESOLVED: To approve the minutes of the meeting held on 7 September 2021 as a true and correct record, with the following amendments:

- Note that Cllr Wagstaff was absent from the September meeting
- Item 73 – Planning: that for future minutes the first line of addresses for planning applications under discussion will be inserted in the minutes
- Item 76 – Month 5 budget monitoring report: the following additional resolution should be noted – Future budget monitoring reports to include ‘anticipated expenditure’ income to identify expenditure which is likely to be incurred. This should be included as a ‘forecast’ column instead of ‘committed expenditure’

All matters arising are covered in the meeting’s agenda items.

81. Declarations of interest

None.

82. Public forum

No questions from members of the public.

83. SAFE scheme

PC Steel’s report was circulated at the meeting and noted. In addition to this, email information from PC Steel included an arrest has been made during the last month related to speeding and this person will be appearing in court shortly.

84. Ward 5 councillor report

- Brook Farm – no update
- Gate into the old reclamation site has been knocked down, and now reported (this is on Network Rail land)
- Shay Lane pedestrian crossing lights – reported as very dim and new bulbs have been fitted
- Greenside – nettles reported as obscuring visibility, site visited but no action was deemed necessary by Wakefield MDC
- School Lane – will be on the road resurfacing work programme for 2022. Potholes to be filled shortly
- Village Green status – land not within the remit of Wakefield MDC. It is part of the school's lease and negotiations would have to take place with them to release the land
- Policing Inspector – the new Inspector is Glen Costello
- Greenside – road signage, discussion has taken place with Graham West and the Parish Council will look to schedule a separate meeting on traffic management issues building on the July meeting
- Street columns – examination of the brackets and the need for their removal over Winter. 28 columns are not suitable for siting items due to health and safety risk
- Speeding data on Greenside – the survey data was briefly discussed
- The Grove allotments – brief discussion on progress of an alteration to the section 106 agreement in negotiation with Engie (or their subsidiary). No progress update on this item, although a draft tenancy agreement appears to have been now issued to potential allotment tenants

85. Working Party update

The update report was noted and the following points made:

Environmental Improvements – the replacement of the fingerpost at the junction of The Balk and Shay Lane was raised as an outstanding issue. This is being chased by the Chair.

Communications – a discussion on the proposal for a parish newsletter was undertaken building on a previous discussion from the September meeting. Some revisions have taken place to the proposed format following feedback. A brief discussion was undertaken on the format, with a number of smaller suggested amendments to the content. The working party is aiming to produce the first edition for Autumn 2021.

RESOLVED:

85.1. That the Parish Council shall undertake a quarterly newsletter.

85.2. That the Parish Council shall commit up to £1,000 annually for the parish newsletter and make a virement to the communications budget for 2021/22.

Coronation Cottage & Tennis Club – meeting on 16 September discussed the future of the tennis club. The following points were discussed or raised:

- The high potential cost – circa £48k – to remove the existing tennis courts
- Potential for anti-social behaviour from teenage children in a redeveloped site
- Pavilion to be refurbished for multi-use, but not rental to a third party (due to removal of community benefit)
- Is teenage demand neglected for outdoor activities in the park?
- The proximity of housing to a redeveloped site and potential noise issues should be considered
- The demand for future tennis court facilities
- Remodel or refurbish the pavilion – and the implications of this
- The potential demand for a public toilet – and issues associated with the operation of them
- Should the pavilion be refurbished and then options for its future use be considered?

A proposal was made to undertake a first phase of redevelopment.

A vote was called on the proposal: FOR 4, AGAINST 4. The Chair has a casting vote, which was cast in favour of the proposal and the following was therefore resolved:

RESOLVED:

85.3. That the Parish Council develop a specification for the redevelopment of the existing tennis courts, which will be centred on:

- the removal of the existing tennis courts and surrounding fence and boundary hedges/trees
- the creation of a grassed area
- refurbish the existing pavilion without making any fundamental change of use at this time

A further proposal was tabled to undertake additional works. A vote was called for on the proposal: FOR 8, AGAINST 0 and the following was therefore resolved:

RESOLVED:

85.4. That the Parish Council develop a specification for the redevelopment of the existing tennis courts, which will be centred on:

- the removal of the existing tennis courts and surrounding fence and boundary hedges/trees
- the creation of a grassed area, petanque court and fitness equipment and play equipment for teenage children
- refurbish the existing pavilion without making any fundamental change of use at this time
- seek grant funding for the proposal

RESOLVED:

85.5. That the Parish Council commit up to £5,000 funding to produce the specification and pre-tender work.

Footpath Working Party – a response to the consultation on the gate into Haw Park Wood will be provided, to ensure suitable and effective access for cyclists.

86. Queens Jubilee

A jubilee picnic is being proposed by Working for Walton in Summer 2022. The proposal seeks the support of the Parish Council through use of the village hall and the Recreation ground. Other potential ideas were discussed including afternoon tea for older people, commemorative mugs for children, tree planting on the Jubilee Field or in Walton Park, new commemorative benches or a flagpole.

A jubilee garden or community orchard is proposed off The Grove to be developed by Working for Walton. This proposal seeks the support of the Parish Council through the purchase and siting of two additional benches.

Given the range of ideas discussed, the Parish Council:

RESOLVED:

86.1. That the Parish Council commit £1,000 in 2022/23 to support a project for the Queen's Jubilee.

86.2. That the Parish Council supports Working for Walton's project for a Jubilee Picnic in 2022 through the use of the village hall and the Recreation ground free of charge.

87. Village Hall Hiring Policy & Hiring Charge

The proposed revision to the village hall hiring policy was discussed. The following points were raised:

- Discretion should be used over the suitable size for an adult celebration event before the refundable bond is requested
- The following amendment should be made to Section 3 of the policy: 'In the case of celebration events, hires are obliged to minimise excessive noise and anti-social behaviour'
- The following amendment should be made to Section 5 of the policy: the deletion of the phrase 'large-scale'
- The following amendment should be made to Section 5 of the policy: 'Hirers should be aware of the traffic order restricting parking on School Lane immediately adjacent to the village hall and show courtesy to residents requiring access on School Lane'
- The following amendment should be made to Section 5 of the policy: 'Adult celebration events will be subject to the payment of a refundable bond. The bond will be refunded to all hirers who comply fully with the hiring conditions. The Parish Council reserves the right to recover the full cost of any damage or cleaning as a result of hiring.'
- The subjective nature of defining 'anti-social behaviour'

An amended policy incorporating the agreed amendments will be discussed at the next Parish Council meeting.

88. Remembrance Day wreath

A remembrance wreath has been purchased. The Parish Council has donated £60 to the Royal British Legion.

89. 2020/21 Annual Governance & Accountability Return audit

The content of the audit were noted. The four actions required of the Parish Council as a result of the audit have now been actioned. The governance certificate will be chased with the auditors.

90. Planning Committee

The following applications were noted with no additional comments raised:

21/02236/TPO (48 School Lane)

21/02242/FUL (72 Manor Rise)

91. September 2021 bank reconciliation

The September reconciliation was not yet available at the meeting (this will be added to the minutes once it is known in early October). The Clerk gave a verbal update of the details of accounts paid totalling £1,594.23 for September 2021 and income received of £2,493.13.

The account balances at the end of September 2021 (known by early Oct) are:

Current a/c:	£4,208.81
Barclays Business Res a/c:	£57,834.85
HSBC & Nationwide deposit a/cs:	<u>£50,934.56</u>
Total	£112,978.22*

* The budget expectation is that the total balance will be in the region of £120,000 at the end of the financial year.