

Present:

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

In attendance:

2 members of public. Suzanne Knowles (Temporary Clerk). Apologies received from PC C Steel (West Yorkshire Police)

Ward Councillors: M Cummings. Apologies received from U Ali & F Heptinstall.

29 To receive the elected Chairman's Declaration of Acceptance of Office

Cllr J Carlon signed the Chairman's Declaration of Acceptance

30 To receive apologies for absence and approve reasons for absence – Cllrs S Baker, J Sutcliffe & C Pearson submitted apologies for absence. It was **RESOLVED to approve the reasons for absence.**

31 To approve the minutes of the council meeting held on 6th May 2025

RESOLVED The minutes of the Parish Council meeting held on 6th May 2025 were **approved** as a correct record.

32 To receive declarations of interest – Cllr T Saunders declaration of interest as Vice Chairman of the YLCA with regards renewal of subscription to the YLCA

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

- Northern PowerGrid remittance.
RESOLVED The Clerk will contact Northern PowerGrid and ask for the precise location of the apparatus.
- The Damaged Wall at the junction of Shay Lane and Common Lane/Greenside.
RESOLVED Cllr Cummings advised, as previously, the Council is pursuing this through the insurance of the driver who damaged the wall.

34 Wakefield MDC Ward 5 Councillor update

- Oakenshaw Lane – At a meeting with council officers (8th May), it was agreed the TRO will be re-issued to remove the 40mph section within the 30mph on Oakenshaw Lane.
- Verge Hardening – looks good and is being worked through
- Brooke Farm – Communication has slowed but attempts will continue to be made.
- Councillor Surgery – Walton Community Library on Saturday 7th June, 2025.
- Shay Lane – this will be on the 27/28 program as the state is not deemed bad enough to warrant bringing forward.
- Dangerous driving/racing on School Lane – Cllr Kaushiva raised the issue having witnessed dangerous driving firsthand.
- Car convoys on Sundays – **RESOLVED** There is nothing that can be done as the cars are not breaking any laws.
- Walton Party in the Party – The event was a success.

Cllr Cummings left at 19.24

35 Public Forum

- A general point was raised about not feeling safe walking along Walton Lane and Walton Station Lane because of traffic.

36 SAFE Scheme & Police matters - The SAFE policing report was noted

37 Finance & Governance

The Clerk submitted details for April 2025 of accounts paid totalling £58,759.60 and income received of £99,399.79.

The account balances at the end of April 2025 were: -

Barclays current	£9,517.23
Barclays premium	£66,754.19
Nationwide savings	<u>£83,887.74</u>
Total	<u>£160,159.16</u>

RESOLVED

1. Accounts paid and already paid under delegated authority and income received in April 2025 were approved.
2. To receive the Annual Internal Audit Report 2024-25 as presented and to consider the Practitioner's Guide with regards moving to a .gov.uk email
3. To re-appoint this auditor (Internal Audit Services Yorkshire) for 2025-26
4. To pay the Internal Audit Report invoice.
5. To approve The Parish Council Accounts for 2024-25 as presented.
6. To agree the nine statements of the Annual Governance Statement 2024-25 (Section 1 of the Annual Return).
7. To approve the Accounting Statements 2024-25 (Section 2 of the Annual Return).
8. The period of public examination of the unaudited AGAR for the year ended 31.3.25 will commence 05.06.25 and end on 16.07.25. The notice of public rights will be announced 05.06.25
9. To pay the annual membership to the YLCA
10. The Clerk to query invoicing by Scribe
11. To delay payment of Employment Solicitor invoice pending amendments
12. To agree to put £50 on the electricity meter at Coronation Cottage in preparation for the works.
13. To agree the top up of the electricity meter at Coronation Cottage be reimbursed as and when required.
14. Cllr Nixon and the temporary Clerk to be added to the Banking permissions.

38 Planning Working Party

- **UPRNS/L/03175/POS May 2025 – Disposal of Land Shay Lane**
 - The Clerk confirmed comments had been delivered prior to the deadline.
- **25/00795/TPO – Tree Canopy Reduction – Beech Croft, Walton**
 - No comment
- **RESOLVED:** Name on Planning Portal to be changed to a generic of 'THE CLERK'

39 To Receive Working Party Updates and Correspondence Received

1. Village Hall & Coronation Cottage

- 1.1. Working Party **RESOLVED** to move works on Coronation Cottage ahead with Tudor Joinery.
 - 1.1.1. The Clerk, in possession of correct contact details, to contact all parties to thank but decline offered quotes.
 - 1.1.2. Tudor Joinery are due to start works 16-06-2025, and it is estimated works will take 4-6 weeks to complete.
 - 1.1.3. The quote from Tudor Joinery includes the hard floor in the kitchen and porch but does not include carpeting.
 - 1.1.3.1. Quotes on carpeting are being sought, with one already received.

- 1.1.4. Curtain fittings and blinds are included in the quote from Tudor Joinery
 - 1.1.4.1. **RESOLVED** Roller blinds at each window. Working Party to advise Tudor Joinery.
- 1.1.5. The garage and sheds at Coronation Cottage need emptying
 - 1.1.5.1. **RESOLVED** Cllr Nixon to contact Seth Davies to empty the garage and sheds at £200 and Cllr Nixon to arrange a skip
- 1.1.6. The electricity meter at Coronation Cottage to be moved to an external location and a SmartMeter requested
 - 1.1.6.1. **RESOLVED** The Clerk will contact EON and is authorised to pay the fee to have the meter moved (previously quoted by EON at £157.86). The Clerk will request the SmartMeter at the same time.
- 1.2. **Update on Council Tax liability discussion**
 - 1.2.1. Cllr Carlon found the paperwork that evidenced the Council's ownership of Coronation Cottage.
 - 1.2.1.1. **RESOLVED** Cllr Carlon will provide an electronic copy of the relevant section of the paperwork for the Clerk to forward to the YLCA ticket. The Clerk to also send the draft contract of the Caretaker/Grounds Attendant to show the terms of the tied cottage.
- 1.3. **Village Hall Accessibility**
 - 1.3.1. The re-arrangement of tables has been met with a positive response
 - 1.3.1.1. **RESOLVED** the signs indicating routes to the Wheelchair facilities be re-positioned.
- 1.4. **Village Hall Events**
 - 1.4.1. **RESOLVED** The Village Hall will not be taking any new bookings until further notice. This does not impact existing bookings and regular users.
- 2. **Park & Jubilee Field**
 - 2.1. **Tree Felling & Trimming report**
 - 2.1.1. The report received was discussed as the report does not include the poplar and the silver birch.
 - 2.1.1.1. **RESOLVED** the Councillors read through the AWA report again and therein seek advice on how to get the report amended to include a further two trees. The Clerk will ask for quotes from Altofts Tree Services and Bowmans for the work to be carried out.
 - 2.2. **Basketball/Netball – Locks & Nets**
 - 2.2.1. No further correspondence received from Lightmain as yet,
 - 2.2.1.1. **RESOLVED** the Clerk will add the posts to the insurance policy at replacement cost.
 - 2.3. **Roundabout**
 - 2.3.1. Cllr Earnshaw has inspected the roundabout in the Walton Park and it appears the bearings need replacing
 - 2.3.1.1. **RESOLVED** the Clerk will contact Kompan to inspect the roundabout and quote for repairs.
- 3. **Florals**
 - 3.1. A few last existing sponsors are being chased up and have a deadline of 06-06-2025 to reply.
 - 3.2. Some new plaques are required, and some existing plaques require amending.
 - 3.2.1. **RESOLVED** Amendments to existing plaques not due to incorrect information will carry a charge of £10
 - 3.2.2. **RESOLVED** The Clerk to contact First Impressions to find a date for the baskets to be hung.
- 4. **Environmental**
 - 4.1. Fingerpost sign on Shay Lane/Balk junction. Cllr Carlon provided the draft contract for discussion
 - 4.1.1. **RESOLVED** Cllr Carlon to confirm the price quoted remains the same
 - 4.2. Charles Waterton Blue Plaque
 - 4.2.1. **RESOLVED** the Clerk to contact Wakefield Civic Society to ask who they use to restore their blue plaques and Cllr Carlon to contact D Penny.
- 5. **Communications**
 - 5.1. Cllr Nixon requested articles for the newsletter on the following areas, to be received in time for sign off at the July meeting

- 5.1.1.Tennis Court Update
- 5.1.2.Refurbishment of Coronation Cottage
- 5.1.3.Speed limits Oakenshaw Lane
- 5.1.4.No new bookings until further notice for the Village Hall
- 5.1.5.Recruitment Update (including Councillor vacancies)
- 5.1.6.Damaged Wall on Shay Lane and Common Lane/Greenside Update
- 5.1.7.Neighbourhood Plan Update
- 5.1.8.Brooke Farm Update

6. Tennis Club Refurbishment

- 6.1. The Council have received two tenders so far with regards the Public Garden design. Cllr Saunders will be arranging a meeting of the Working Party to discuss these, and any others received by the deadline of June 13th, prior to the July meeting.

7. Correspondence Received

- 7.1. Grounds Attendant Position
 - 7.1.1.**RESOLVED** the Clerk to respond the Council will not be splitting the role out from that of Caretaker

40 Price Increase for hire of the football pitch

- Clarification was made on the resolution made at the last meeting.
- **RESOLVED** there will be no price increase; this will remain at £450 for the pitch and £50 for the cost of electricity consumed (excluding standing charges) at the pavilion so that Walton Juniors FC be charged £500 for rental of the football pitches for the 2025/6 season.

41 Recruitment Process for Caretaker/ Grounds Attendant

- The proposed job vacancy, application form, contract and job offer letter for the Caretaker/ Grounds Attendant role was discussed. AS a result of agreed further amends required to be discussed it was **RESOLVED** that the Staffing Committee meet.
- **RESOLVED** the payment of the employment solicitor invoice will be delayed until such time amendments as agreed are made.
- **RESOLVED** the Staffing Committee will meet to get the vacancy advert agreed and distributed (Village Hall Notice Board, Library, Website, Facebook, Newsletter etc)

42 Neighbourhood Plan

- The expiry date of the current Neighbourhood Plan is believed to be at the end of 2026
- **RESOLVED** an article to be included in the Village newsletter encouraging people to join the working party
- **RESOLVED** the Clerk to write to WMDC to ask for procedural advice & support.

The meeting ended at 9.59pm