

**WARMFIELD – CUM – HEATH PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**  
**Wednesday 20<sup>th</sup> April 2016**  
**THE COMMUNITY CENTRE, KIRKTHORPE**

**47/0416. PRESENT**

Cllr Fisher (Chair), Cllr Vasey, Sanderson, Smith, Wilby J, Wood, Gueli.

Parish Clerk-Julia Talbot

District Councillors

Cllr Dagger, Cllr Blezard.

**48/0416. APOLOGIES**

Cllr G Wilby, Cllr C Mills, District Cllr Wassall  
Apologies accepted by the Parish Council.

**49/0416. DECLARATIONS OF INTEREST**

Declaration of interest was declared by District Cllr Blezard on planning matters.  
Cllr Sanderson and Gueli for invoices presented in finance.

**50.0416 .PUBLIC CONSULTATION**

District Cllr Dagger reported matters of concern that have been raised at previous meetings. Residents raised concerns regarding the work on the fish ponds at Willow Lane. The construction work that has been going on is to allow construction vehicles to enter the site while under construction. The Shop on Kirkthorpe is to be refurbished and will remain as a shop under the conditions of the lease.

Warmfield cum Heath fund raising group attended the meeting to update the Parish Council on forthcoming events, these include:-Senior Citizens trip on the 12<sup>th</sup> July, 22nd July Snake Davis will perform at the church and a celebration Swing Evening on 10<sup>th</sup> September at Heath hall.

District Cllr Blezard informed the meeting of her recent visit to the recycling facility at South Kirby, it was open to Parish Councillors to visit.

**51/0416. MINUTES OF THE LAST MEETING.**

To consider the minutes of the last meeting

It was proposed by Cllr Sanderson, seconded by Cllr J Wilby

**RESOLVED**-Minutes of the meeting were a true accurate record.

**52/0416. COMMUNITY CENTRE**

**Finance**-The clerk informed the meeting that a receipt book has been purchased to send a receipt to hirers of the community Centre, a file has also been set up with all the information relating to the community centre.

**Maintenance**-Nothing to report

Storage-Filing cabinets have now been purchased to house the Parish Council's archive files securely. Consideration was made for the different options for storage for both the Parish Council and the Youth club. It was agreed to add a board to the bar area and change the lock on this door so that only the parish Council can access this

room in the future. The youth club could then have the store cupboard in the main hall. **All agreed to proceed with the work to board up the area to make it secure.** **Youth Club**-Have requested to hold a car boot on the field at the community centre, car boots have taken place before and there were issues with parking on the road side and complaints from residents. **All agreed that it would not be appropriate to hold another car boot on the field. It was suggested to ask the youth club if they wanted to take part in other events in the Parish to help raise money.**

**53/0416. KIRKTHORPE PLAYING FIELDS.**

Weekly inspections carried out with nothing to report. The new notice board for Kirkthorpe has now been erected, a further notice board for Warmfield has been ordered. , consideration made to whether WMDC planning department would need to be informed. The flags on the entrance have now been cleaned.

**54.0416. CLERK’S PROGRESS REPORT**

To receive information relating to the electricity supplier

The clerk informed the meeting that there had been some issue switching suppliers, as the current supplier kept objecting to the transfer even though a termination letter had been sent. Contact has been made with the current supplier, who have offer a better deal. All agreed to commence with the deal and pay by direct debit to utilise full savings.

Fencing at Kirkthorpe playing fields.

Contact has been made with WMDC to establish ownership of the fencing, a copy of the lease has been sent to all Councillors to confirm that the Parish Council are responsible for the maintenance of the fence.

Fish Ponds

District Cllr Dagger has investigated the concerns raised by residents at the last parish Council meeting relating to the work being carried out on Willow Lane .A gate and track has been formed to for construction vehicles but will not remain once the work is complete. The final road will not exceed 4.7 metres.

First Aid

The clerk presented the meeting with the details of dates that the company carrying out the first aid course can attend, dates in June were considered. Clerk to confirm dates and prepare a poster to advertise the event. The Parish Council to pay for the event and request a small deposit of £5 from residents attending.

**55/0416. FINANCE**

The Clerk provided a statement of the current financial position of the Parish Council at the end of the Financial Year, and presented appropriate cheques for payment. 5 Members were appointed to approve the Annual Accounts when they have been prepared.

<b><u>Cheques Authorised for Payment</u></b>	<b><u>Payee</u></b>	<b><u>Amount</u></b>	<b><u>VAT</u></b>
<b><u>101176</u></b>	Julia Talbot /Salary	£268.82	
<b><u>101177</u></b>	Julia Talbot /Expenses	£36.54	

<b><u>101178</u></b>	HMRC	£67.00	
<b><u>101179</u></b>	The community Workshop/Notice Board	£465.00	
<b><u>101180</u></b>	Staples	£25.52	£2.99
<b><u>101181</u></b>	Refuse Collection /Community Centre	£233.00	
<b><u>101182</u></b>	RMS Consultancy Toners for printer	£40.00	
<b><u>101183</u></b>	Cleaning invoice for community centre		
<b><u>1011</u></b>			
<b><u>1011</u></b>			
		<b>£1,135.88</b>	
<b><u>Total for April</u></b>			

### **Bank Reconciliation**

#### **Balances brought forward from March 2016**

Community Account	£3,337.62
Business Reserve Account	£4,797.43
Other Community Account	£271.14

**Total** **£8,406.19**

**Receipts** + **£918.00**

Total Community Account £4,255.62

**Unpresented cheques 20/04/16** - **£359.11**

**Total Payments in April 16** **£ 1,135.88**

New Total Community Account £2,760.63

- The first Precept payment has been made.
- The internal auditor has been appointed as Diane Brown and a meeting booked for the 19<sup>th</sup> May. Cllrs to inspect final finance paperwork to be added to Councillors packs prior to the next meeting.
- Financial regulations have been sent out to all, all agree to accept the clerk as RFO. With a quarterly internal control taking place. All agreed on the amounts relevant to the Parish Council, **and duly adopted the financial regulations.**

### **56/0416. PLANNING MATTERS**

The following Applications were discussed:-

### Pending applications

- 15/00248/FUL-Boundary Lane (Land Off), Warmfield – Application to vary Conditions 1, 2 & 3 – **Decision Pending.**
- 13/00390/FUL-Ivy Cottage, Boatyard, Heath – Temporary CoU of Land to 4 No Traveller’s Pitches – Construction of Dayroom/Utility Block Etc. – **Decision Pending.**
- 14/02452/SUB01  
Heath House Heath Wakefield WF1 5SN
- Discharge of conditions 2, 3, 4, 5, 6, 7 and 8 as described on the decision notice of approved application 14/02452/FUL- **Decision Pending**
- 16/00230/FUL  
Erect a detached building to form a summer house and garden store  
West Pavilion Heath Wakefield WF1 5SL-**Decision Pending**
- 16/00413/FUL- 43 Warmfield Lane Warmfield Wakefield WF1 5TL-  
Demolition of existing single storey outbuilding to eastern elevation, erection of replacement single storey extension, and creation of balcony at first floor level (part retrospective)  
**Decision Pending**
- 16/00544/FUL- Heath View Heath Wakefield WF1 5SN-Replacement rear single storey conservatory and alterations-**Decision pending**
- 16.00547/FUL-Kirkthorpe Stud, Warmfield lane Warmfield –Erection of a single dwelling. **Decision Pending**

### Applications Decisions

- 15/02879/SUB01  
Discharge of conditions 3 materials from the application-**15/02879/FUL**  
**Conditions Discharged**
- 16/00451/TCA- The Grange Heath Wakefield WF1 5SL- T1-T2 Sycamore to fell  
T3 Oak to fell.-**Application Approved**
- 16/00313/TCA- Land Adjacent To Woodside Heath Wakefield WF1 5SL-  
T1 Larch to remove  
T2-T4 Leylandii to remove. T1-T4 Lawson cypress to remove  
**Application Approved**

### New Applications

- 16/00834/FUL-3 Holy Farm, Warmfield lane Warmfield WF1 5TN-  
Construction of a new access and erection of a single storey stable block and ancillary tack room and feed store-**No Objection noted**
- 16/00793/FUL-12, Warmfield lane Warmfield WF1 5TN-Conversion of existing detached garage to ancillary accommodation- **No Objection noted**
- 16/00694/FUL/LBC-Cross Hills farm,Goosehill lane Normanton WF6-2JB  
Erection of extensions to existing garage and conversion to habitable room(Part Retrospective)**No Objections noted**
- 16/00641/GPD-21,park Avenue Kirkthorpe WF1-5TG-Single storey extension to the rear,Max projection 5.1 metres,Max height 4M Max eaves height 2.6 m

Planning correspondence was discussed, with concerns raised of the wording of letters for applications to the planning department. Proposals for template letters with wording agreed by all councillors with set phrase that all agree to insert in the templates set.

#### **57/0416. COUNCILLOR REPORTS**

Commons Liaison Committee –The next meeting is Tuesday 14<sup>th</sup> June 2016 1.30PM at Kirkthorpe Community Centre. The commons liaison committee requested keys at the last meeting. All agreed that they would not supply keys to Countryside admin. Further concerns were raised regarding how many key holders there is for the Community Centre. The clerk informed the meeting that this was logged and confirmed with a recent meeting with Ann Tosta.

PACT meeting–Cllr Vasey reported on matters at the pact meeting, on the agenda were concerns regarding quad bikes in the area and investigations by a wildlife officer at Half Moon.

#### **58/0416. CORRESPONDENCE**

Correspondence received by post and email was presented at the meeting to consider. The clerk informed the meeting that correspondence has been received regarding the Parish insurance as it is due for renewal 01/06/16. The clerk to investigate further quotes and options of the Parish Council insurance and added to the next agenda.

#### **59/0416-PARKING ARRANGEMENTS FOR MUSIC EVENT.**

Parking for the music event on 10<sup>TH</sup> September was discussed, WcHFGC has contacted the Parish Council to inform them of the parking situation and that any damage will be rectified after the event. Dave Mee from Country side Admin has been informed.

#### **60/0416. ADDITIONAL MATTERS/ITEMS FOR THE NEXT AGENDA**

- Consideration was made to replace the tables and chairs at the community centre. Cllr Smith to obtain quotes.
- Cllr J Wilby proposed adding photo of the area in the centre, the local photo club to be approached and possibility do a competition to select the best photos to be mounted and added to the centre.

#### **61/0416. DATE/TIME OF NEXT MEETING**

The next meeting of the Parish Council to be held on **Wednesday 18<sup>th</sup> May 2016** which will be the **Annual Meeting of the Parish Council**, at the Community Centre, Kirkthorpe at 7.00 pm.