

WARMSFIELD – CUM – HEATH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY 15TH JUNE 2016
AT

THE COMMUNITY CENTRE, KIRKTHORPE

78/0616. PRESENT

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

Parish Clerk-Julia Talbot

District Councillors

Cllr Dagger, Cllr Wassell.

Public-2

Two members of the youth club, one representative of Altofts JFC

79/0616. APOLOGIES

District Cllr Blezard, Cllr Sanderson

80/0616. DECLARATIONS OF INTEREST

Declaration of interest were declared by District Cllr Wassell on planning matters.

81/0616. PUBLIC PARTICIPATION

District Cllr Dagger reported matters of concern that have been raised at previous meetings. The Shop on Kirkthorpe is to be refurbished and will remain as a shop under the conditions of the lease. The clerk confirmed that a letter has been sent to WMDC to support the property remaining as a shop for the community.

Concerns that were raised by Parish Councillors at the last Parish Council meeting relating to the unauthorised access to the Common, Action to be carried out is that the entrance, is to be closed and a gate added with access being through the car park and the situation to be monitored.

Kirkthorpe coffee and chat took place on 14th June 4-7pm, this was an opportunity to meet Parish Councillors, District Councillors, WDH and the Police. A health watch representative attended and Youth workers. District Cllr Wassell and Dagger thanked the Parish Councillors for attending and informed the meeting that the evening was a success and a further meeting will be planned for later this year. Considered was the advertising of the event to ensure that all residents from all areas of the Parish are informed.

Altofts JFC

A representative attended the meeting from Alofts JFC, requesting the use of the pitch at Kirkthorpe. An e mail has been sent to the Clerk outlining the proposal for the Parish Council to consider. Usage would be between September and August, Saturday and Sunday mornings.

Youth Club

Concerns were raised by members of the public relating to the youth club.

82/0616. MINUTES OF THE LAST MEETING.

To consider the minutes of the last parish meeting and the Annual meeting of the Parish Council 18TH May 2016

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

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

83/0616. COMMUNITY CENTRE

- **Finance**-Cllr Smith presented the Clerk with taking for the Community Centre to be paid into the bank.
- **Maintenance**-The door at the centre has been difficult to lock, all agreed that the matter needed to be addressed.Cllr Smith to approach a local handyman.
- **Storage**-The lock on the bar area has now been changed, for secure storage for the Parish Council. The Clerk, Cllr Sanderson and the cleaner has keys for this room. The room still needs a board fitting to secure the room.
A lock on the cleaning cupboard has now been fitted and is the universal lock that opens all the other doors in the centre and should be kept locked when not in use.
- **Youth Club**-The youth will be running a holiday club 18th -22nd July 9-3pm.The cleaner to be notified of the dates. Two youth club representatives attended the meeting and thanked the Parish Council for their support. They attended to discuss concerns of residents of young people hanging around the centre after the youth club has finished and also a further reported incident. Matters were discussed and solutions considered.
- **New tables & Chairs**-Catalogues have been obtained to consider the options and prices. To present to the next meeting.

84/0616. KIRKTHORPE PLAYING FIELDS.

To consider any action from the site inspections.

- **Fencing around play area**-The fencing has been broken; consideration was made to remove the fencing on the ground.Cllr Smith a approach a local handyman to remove the fencing.
- **Replacing the fencing**-Consideration was made to whether a fence was required around the playground. The fence could come down if there were no dogs in the play area. Consideration was made to add signs to state dog are not allowed in the area. The clerk to establish costing s for two signs, no posts.
- **Altofts JFC**-Consideration was made regarding the proposal from Altofts JFC to use the pitches at Kirkthorpe and the facilities. **All agreed to let the teams play on the pitches and agreed with the proposals, however an agreement would need to be in place.** Charges for the area would be free for the first year (with the proposed work being carried out to the pitches) and reviewed for the second year.

85/0616. CLERK'S PROGRESS REPORT

First Aid update-The clerk updated the meeting on the first aid course, details to be confirmed week commencing 25/7/16.

Notice board/ Warmfield-The community workshop have contacted the clerk regarding a delay in to notice board at Warmfield. Expected delivery day October 2016

86/0616. FINANCE

The Clerk provided a statement of the current financial position of the Parish Council, outlining payments of £656.63 to be made in June 2016 to be approved.

| <u>Cheques Authorised for Payment</u> | <u>Payee</u> | <u>Amount</u> | <u>VAT</u> |
|--|-----------------------------------|----------------------|-------------------|
| | | | |
| <u>101191</u> | Julia Talbot/Salary | £327.02 | |
| <u>101192</u> | Julia Talbot/Expenses | £50.86 | |
| <u>101193</u> | Cleaner .Cc | £80.00 | |
| <u>101194</u> | HMRC | £8.80 | |
| <u>101195</u> | Diane Brown /Internal auditor. | £189.95 | |
| | | | |
| | | | |
| <u>Total for June 2016</u> | | £656.63 | |

Bank Reconciliation

Balances brought forward from May 2016

Community Account £8,593.

Receipts + **£80.00 Community Centre**

+ **£2,330.65 VAT return**

Total Income **£2,410.65**

Community Account £10,328.29

Business Reserve Account £4,797.43

Other Community Account £271.14

Total **£ 15,396.86**

Unpresented cheques - **£672.48**

Total Payments in June **£ 656.63**

Total Community account £8,999.18

Church donation

Considered was the donation that has previously made to the church towards the church magazine, **All agreed to £100 donation to the church.**

Internal Audit

The Parish Councillors considered the findings of the recent internal audit. Clerk to draw up an action plan to work towards completion of the action required, to be added to September agenda.

The internal auditor raised concerns regarding the grounds maintenance contract, the arrangement that was in place for the grass cutting of the church yard. Further

investigation is required to establish details of the contact. The Clerk to contact WMDC and church key contacts for the next meeting.

86/0616-ASSET LIST

The internal auditor advised to formally remove items from the asset list items that were given to the previous clerk at the end of employment.

Resolution-To formally remove the computer, printer and laminator from the asset list.

87/0616-SALARY AWARD FOR LOCAL COUNCIL WORKERS 2016-18

The clerk advised the meeting of the recent information received by YLCA for the national salary award for local council employees.

All agreed to the 10p increase on the clerk's salary, the clerk to inform Paylings.

87/0616. 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**
- **16/00694/FUL/LBC-Cross Hills farm, Goosehill lane Normanton WF6-2JB**
Erection of extensions to existing garage and conversion to habitable room(Part Retrospective) **Decision Pending**

Applications Decisions

- **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.-**Application Refused**
- **16/00793/FUL-12, Warmfield lane Warmfield WF1 5TN-**Conversion of existing detached garage to ancillary accommodation. – **Application Approved**
- **16/00875/CPE-53, Elsicker Lane Warmfield Wakefield WF1 5TW-**Use of land as a garden. - **Application Approved**
- **16/00932/NMC-City Fields Wakefield-**Substitution of the approved house types on part of the development-**Application Approved**

New Applications

- **16/01217/FUL-10,Old Hall Courtyard, Heath ,Wakefield WF1 5SL-**Single storey extension to the rear and two storey extension to side of dwelling.

- **16/01241/ LBC/16/01018/FUL-Marsh Close Heath Wakefield WF1 5SL-**
Single storey extension to rear.
No objections were noted to the new applications.

88/0616. COUNCILLORS REPORTS

Commons Liaison Committee

Parish Councillors attended the meeting on the Tuesday 14th June 2016 1.30PM at Kirkthorpe Community Centre.

Reporting on the following matters:-

Access to the common, grass cutting around the pinfold, logs at Heath and the maintenance of the track to the car park at Heath, varying Charges of events on the common.

PACT meeting-Speeding concerns were raised; Police to attend Marshall Hill to carry out speed checks.

89/0616. CORRESPONDENCE –

Correspondence received by post and email were presented at the meeting to consider

- Office of Police Crime Commissioner survey-**Members considered the request to fill in the survey relating to policing in the local area.**

90/0616. ADDITIONAL MATTERS/ITEMS FOR THE NEXT AGENDA

- Cllr vasey informed the meeting the tree at the bottom of Marshall Hill has been replaced, and it was noted that the Cutting of the grass has been damaging the bark at the bottom of the trees.
- A tree has fallen down at the court yard, Heath. It will be added to Heath Residents next agenda.
- Key contacts for the community centre, it was noted that some hirers do not have contact details for the centre, the clerk to contact key contact to ensure they are happy to be added to a list at the centre.
- Foliage over grown on the footpath at the bottom of Marshall hill

91/0616. DATE/TIME OF NEXT MEETING

It was confirmed that the next meeting of the Parish Council, will be held on **Wednesday 20th July 2016**, in the Community Centre, Kirkthorpe at 7.00 pm.