

WARMSFIELD – CUM – HEATH PARISH COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL
HELD ON
WEDNESDAY 20TH MAY 2015
AT
THE COMMUNITY CENTRE, KIRKTHORPE**

1. PRESENT

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

Parish Clerk-Julia Talbot (New) Acting Clerk- John Wallis

District Councillors

Cllr Dagger, Cllr Wassell, Cllr Blezard.

Members of the public Present

7 members of the public present.

2. APOLOGIES

No Apologies

The Annual meeting of the Parish Council.

3. To confirm the minutes of the last meeting-Held 21st May 2014

The minutes of the last Annual Parish Council meeting, held on 21st May 2014, were accepted as a true record. They were proposed by Cllr J Wilby and seconded by Cllr G Wilby.

4. Election of Chair/Deputy Chair

The chair presides over the election of the Chair and deputy Chair.
Nominations were proposed for Cllrs Fisher to remain in post of the Chair.
Proposed:-Cllr J Wilby
Seconded:-Cllr Vasey
Cllr Vasey stepped down as deputy Chair, the Chair inviting nominations.
Cllrs J Wilby nominated as Deputy Chair
Proposed:-Cllr Sanderson
Seconded:-Cllr Smith

5.Declarations of Acceptance of Office

Cllr Fisher formally accepted the post of Chair of the Parish Council for the year 2015/2016, all members duly signed the appropriate Declaration of Acceptance of Office, which was witnessed by the Clerk.

6. DECLARATIONS OF INTEREST

Declaration of interest was declared by District Cllr Wassell on planning matters. Cllr Smith invoice raised for a Vacuum Cleaner for the community centre.

7.Public Consultation

Police attended the meeting to report on the changes to the neighbourhood policing team. SCAREFEST from Hell Lane, a youth adventure scheme as arranged by the policing team last year will be run throughout the summer.

Residents attended the public meeting, raising concerns regarding the pre-planning application of the Solar Farm at Warmfield Lane, also discussed was the proposed HS2 rail line that will run through areas of the Parish, furthermore the importance of raising awareness within the Parish of these developments.

District Cllr Blezard updated the Parish Council on illegal access onto the Common, identifying action required to stop this continuing in the future.

District Cllr Dagger presented an e mail to the Council regarding the notice that will be appearing in the Wakefield Express 22/05/15 for the proposed disposal of a portion of the open space at Welbeck and Kirkthorpe Weir for the purposes of the new fish and eel passage arrangements and hydroelectric generation.

The developer of the refused application 15/00367/FUL attended the public meeting to raise the concerns regarding the application.

8. MINUTES OF THE LAST MEETING.

To consider the minutes of the last meeting 15th April 2015

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

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

9.Community Centre

The Clerk confirmed that the work on the centre roof will commence 01/06/15.

A quote to replace the faulty outside light has been approved.

The Parish Council raised concerns regarding other repairs on the centre.

Resolved- The clerk to approach the contractor carrying out the roof work, to obtain an estimate for the repairs.

An enquiry regarding a deposit taken for the community centre has been brought to the Parish Councils attention. Cllr Smith confirmed that she had the deposit and would return the deposit forthwith.

11.Kirkthorpe Playing Fields

Materials have been purchased to subsequently carry out the necessary repairs to the fence surrounding the Children's Play Area.

12.Clerk's Progress Report

- The Clerk contacted the neighbourhood policing team regarding Ashfields and Half Moon Lake, extra patrols are now being carried out in the area, with the support of off road motorbike team.
- The conservation area issues at West Pavilion, Heath and Freeston Hospital at Old Kirkthorpe have now had a response from WMDC planning and being handled accordingly.
- The Parish Council to attend a meeting arranged with WMDC Highways regarding the Wakefield Eastern Relief Road.
- Grounds maintenance –WMDC street scene has contacted the Parish Council regarding the Grounds maintenance contract, to confirm cuts carried out in the grave yard. It was confirmed that 13 cuts had been carried out, 15 was the contracted agreed amount.

All agreed that the difference should be calculated accordingly, to apply for a rebate and the new figure presented to the church.

13.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. The ends of year accounts were approved by all members. Paperwork presented for the internal audit of the accounts for the year ending 31/03/15.

Account Balances

Community Account	£14,216.02
Business Reserve Account	£4794.99
Approx Total	£19,011.01

This amount includes the cheque from the insurance for the re- roofing of the Community Centre

<u>Cheques Authorised for Payment</u>	<u>Payee</u>	<u>Amount</u>
<u>101092</u>	Zurich Municipal	£438.29

	Insurance	
<u>101093</u>	Paylings Accountants /Wages	£60.00
<u>101094</u>	Heath Residents Association	£180.00
<u>101995</u>	Julia Talbot Salary-May2015	£359.42
<u>101100</u>	Julia Talbot/Expenses	£32.57
<u>101096</u>	John Wallis Salary-May2015	£201.42
<u>101097</u>	John Wallis /Expenses	£11.48
<u>101098</u>	HMRC/Tax Bill-May2015	£110.80
<u>101099</u>	Marina Burnett/Cleaner	£80.00
<u>101101</u>	Veronica Smith	£127.00
<u>101102</u>	Joe Gueli/Fencing Materials	£74.11
<u>101103</u>	Julia Talbot/YLCA Clerk Training	£57.50

The internal Auditor has been appointed to audit the accounts on 26/05/15.

Annual Parish Council Accounts for Y/E 31st March 2015.

In this context the Clerk reported as follows:

1. The Annual Accounts for 2014/15 have now been completed, and a copy circulated to the Members. These were duly approved by a unanimous show of hands, having been proposed by Cllr J. Wilby and seconded by Cllr Wood. These were subsequently signed off, in triplicate by The Chair and The Clerk
2. The Annual Return for 2014/15 has now been received from the Council's External Auditors –Little Johns. It has been completed as far as possible, accordingly, the statement of accounts and the statement of acceptance were duly signed by the Chair and the Clerk, and they will now be passed to the Council's Internal Auditor for completion, prior to be submitted to the External Auditor-Little Johns.
3. Under the terms of the External Audit Procedure. The Council's financial risk Assessment Document has to be reviewed annually. Accordingly, the updated document was proposed for the adoption by Cllr J Wilby and seconded by Cllr V Smith. This was unanimously approved by the way of a show of hands of all the members present, and the document was duly signed off by the Chair and The Clerk.

14.Planning Matters

The following Applications were discussed:

The refused planning application 15/00367/FUL was considered by the Parish Council as requested in the public meeting. The members discussed the application to consider their action as a Parish Council.

Resolved-The Clerk to send an email to confirm that there were no objections at the time of the application by the Parish Council.

- Pineapple Farm, Marshall Hill, Warmfield – Variation of Condition 1 (Temporary Permission) & Condition 2 (Restoration of Land) – Construction of 2 No Amenity Buildings – **Decision Pending**
- Boundary Lane (Land Off), Warmfield – Application to vary Conditions 1, 2 & 3 – **Decision Pending.**
- Ivy Cottage, Boatyard, Heath – Temporary CoU of Land to 4 No Traveller’s Pitches – Construction of Dayroom/Utility Block Etc. – **Decision Pending.**
- ‘Kings Arms’ PH, Heath – Discharge of Condition 2 (Electric Lantern Conversion) from Application No 12/00301/LBA. – **Decision Pending.**
- Bellamy House, Heath – Proposed Construction of Vehicular Access with Parking Facilities within Garden (Re-submission of Application No 14/00951/FUL)-**Decision Pending.**
- Rose Cottage Bungalow, Heath-Proposed detached garage –**Decision Pending**
- Gardener’s Cottage, Heath-Erection of Summer House in the rear garden.-**Decision Pending**

APPROVED APPLICATIONS

- Cross Hill Farm, Goose hill Lane, Warmfield – Formation of new Vehicular Access, removal of existing fence, construction of stone boundary wall, formation of 2 No Parking Spaces & vehicular turning (Re-submission of Application No 14/02329/FUL)-**Approved**
- 12, Warmfield Lane, Warmfield-Application of a stable block(Retrospective)-**Approved.**

NEW APPLICATIONS

- 29, Freestone Drive, Kirkthorpe-Proposed disabled access ramp to front.

15.COUNCILLORS REPORTS

- Commons Liaison Committee – The next meeting is scheduled for 16/06/15
- Road Safety Committee-The recent accident on Marshall Hill was discussed, The Parish Council to advise the committee of the recent accident at the next meeting.
- PACTS Meeting –The next meeting is scheduled for 26/05/15.
- Town & Liaison Council Liaison Group-The next meeting is scheduled for 21/05/15.

16. Correspondence

The following Items of Correspondence were reported upon:

- West Yorkshire Police-Ashfields and Half Moon Lake.
- YLCA-Good Councillors Guides.
- Cllr Dagger-Mushroom Farm
- WMDC Planning-Conservation Matters

- WMDC street scene-Grounds Maintenance
- SLCC-Newsletter.

Other Correspondence

- Normanton Family Fun Day-20/06/15 at 11.00am-2.00pm in High Street, Normanton.
- Summer Band Concert-05/07/15 at 2.00pm-3.00pm in Haw Hill Park Bandstand. (Free event all welcome.)
- Party@Haw Hill Park-11/07/15 at 3.00pm-9.00pm

Additional Matters/Items for the Next Agenda

- It was noted that a cross has been nailed to the tree on the Common at Kings Arms. Heath.

Date/Time of Next Meeting – It was confirmed that the next meeting of the Parish Council, will be held on **Wednesday 17 June 2015**, in the Community Centre, Kirkthorpe at 7.00 pm.

All Parishioners are welcome to attend