

WARMSFIELD – CUM – HEATH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY 20th MAY 2020
VIA ZOOM
7.00pm

46/05/20. PRESENT

Present:-Cllrs Fisher (Chair), Vasey, Gueli, Wood, Wallis, Wilby J and Sanderson.
Parish Clerk:-Tracy Johnson

47/05/20.APOLOGIES.

Cllrs Smith, Wilby G, District Cllrs Dagger and Blezard
Apologies accepted by the Parish Council.

48/05/20.DECLARATIONS OF INTEREST.

None.

49/05/20.PUBLIC PARTICIPATION.

No public participation as this was a closed meeting.

50/05/20.MINUTES OF THE LAST MEETING.

To consider the minutes of the last Parish Council meeting on Wednesday 18th March 2020.
IT WAS RESOLVED- the minutes of the meeting were a true and accurate record and duly signed by the Cllr Fisher. They were proposed by Cllr Wilby J and seconded by Cllr Wood.

51/05/20/COMMUNITY CENTRE

The Community Centre fire door is peeling. It was resolved by unanimous decision that the Clerk should instruct the handy man to carry out work to fix this. Cllr Gueli said he would be happy to speak to the handy man to let him know what needed to be done.

52/05/20.COVID 19 SITUATION WITHIN THE PARISH.

To consider the Covid 19 situation within the Parish. It was noted that Wakefield Council had done a good job and have been taking food parcels to some people and arranging prescriptions to be picked up. District Cllr Blezard has been emailing updates from Wakefield Council with useful information and contact numbers and Cllr Fisher and the Clerk have been putting any useful contact information and contact numbers on the group face book pages. The shop at Kirkthorpe has also been delivering food and picking up prescriptions for people. It was resolved that all Parish Council meetings at the moment should be held via Zoom. The Clerk is to upgrade to professional Zoom for now as we can opt out anytime if we are no longer using it. It was resolved that the public and press should be included and anyone wishing to participate should email the Clerk and she will send them the link. The Clerk will also look into updating the Standing Orders for meetings via Zoom.

53/05/20.KIRKTHORPE PLAYING FIELDS.

1.To consider weekly inspections and agree any action required in respect of the playing fields. It was noted that there are people walking dogs on the fields and letting them foul on the field. It was resolved that the Clerk would speak to District Cllr Blezard regarding this and see if there are any signs regarding dog fouling that can be put up.

54/05/20.FINANCE

a. To consider the Account Balances & Authorisation of Cheques for May. The Clerk will ask Cllr Vasey and Smith to sign the cheques.

Warmfield Cum Heath Parish Council Payment Schedule May 2020

Payments to be approved	Payee	Cq no.	Amount	VAT
Clerks Salary	T. Johnson	532	£435.43	
Clerks Expenses	T. Johnson	533	£44.25	
PAYE	HMRC	534	£4.40	
Cleaner	S.Cowan	535	£100.00	
Repairs to CC	S.Cowan	536	£105.00	
Parish Insurance	Zurich Insurance	537	£484.14	
Bin refuse Collection	WMDC	538	£251.50	
Risk Assessment Webinar	YLCA	539	£15.00	
Internal Audit	Diane Brown	540	£220.00	
Total			£1,659.72	

Bank Reconciliation	
Opening Balance	6,228.80
Total Receipts	£7,630.00
Total Payments	£711.18
Closing Balance	£13,147.62

Account Balances	
Community Account	£13,147.62
Savings Account	£4,820.94
Total	£17,968.56

b. To consider Online banking. This had been one of the recommendations from the internal audit. It was resolved by unanimous decision that we should go ahead with online banking so long as security measures were in place, such as limit of expenditure and Cllrs to view and approve invoices.

c. To receive an update on the internal audit. Cllrs had been given a copy of the internal audit report and it was resolved that the recommendations should be adopted. The Clerk will start to put these into place. It was noted that the Church had not been charged for the last two years grounds maintenance as there had been a query with the charge with Wakefield Council. This had now been resolved and it was agreed that we should invoice them for both

these years but that we should only charge one year at a time. This was resolved by majority vote. The Clerk will send an invoice to the Church for this. It was resolved that the Clerk would speak to WMDC regarding cutting as this has not been done as much lately with the current situation to see if there would be a reduction in this year's maintenance fee.

55/05/20.PLANNING MATTERS

New Planning Applications.

- **20/00703/FUL – Welbeck Landfill Site, Boundary Lane, Normanton –** Temporary Use of Existing Engineered Pad as a Soil Treatment Facility to Produce Landfill Restoration Soils. Case Officer: Ian Garratt. Grid reference E: 436440 N: 422200. Comments Required by 20th May 2020. It was resolved there were no objections.

Planning Decisions

The following planning decisions were discussed.

- **20/00033/FUL – Feathers Field, A655, Warmfield Cum Heath, WF1 5TP –** Agricultural building (resubmission of 19/01187/FUL). Case Officer: John Holmes. Grid reference E: 436960 N: 420536. Comments Required by 4th February 2020. The Clerk has emailed objecting to this on the same grounds as before. **Application Approved. This application has been approved with restrictions.**
- **20/00240/LBC – Cross Hills Farm, Goosehill Lane, Warmfield, WF6 2JB -** Proposed alterations to external doors (front and 2 x rear); and installation of new gate to North Western entrance. **Application Approved.**
- **20/00288/FUL – Unit 1 (Starbucks), Heathlands Park, Wakefield –** The installation of a clearance bar, an order point canopy and two HVAC condensers to approved drive thru unit (retrospective). Case Officer: Ms Melissa Marshall. Grid reference: E: 435042 N: 419271. Comments Required by 20th March 2020. **Application Approved.**
- **20/00289/ADV – Unit 1 (Starbucks), Heathlands Park, Wakefield –** 3 no. fascia signs, 3 no. directional signs, 1 no. totem pole, 1 no. monument sign and 2 no. menu boards (retrospective). Case Officer: Ms Melissa Marshall. Grid reference: E: 435042 N: 419271. **Split Decision.**

56/05/20.TO CONSIDER STAFFING MATTERS AND AGREE ACTION.

- None.

57/05/20. TO CONSIDER MATTERS AS REQUESTED BY THE PARISH COUNCILLORS.

- None.

58/05/20.TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.

To Consider/Note: The Correspondence received since last meeting sent by email.

Email regarding Crossley Street, building works being carried out. The Clerk has emailed WMDC and this has been forwarded to the planning enforcement team.

The Clerk had received an email from a resident about the state of repair of two of the benches in the Parish and one of the signs at the top of Pineapple Hill. One of the benches is believed to be a private bench. The Clerk is to look into this and forward this email to Cllrs and WMDC to see who is responsible for the upkeep.

59/05/20.ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA

It was resolved that the Clerk is to email District Cllr Dagger to confirm the Parish boundaries.

It was noted that WMDC were only doing general cutting of the grass at the moment and not the edges.

It was noted that the bin in the layby opposite the deer shed was missing. It was resolved that the bins should also be reinstated on Kirkthorpe Lane, Footpath No4 at Horse and Groom end. The Clerk will contact WMDC concerning these.

It was noted that there had been several tipping trucks and fires several times a week at Marshall Hill site. This has been reported.

It was noted that there had more fly tipping and a dead dog found. This has been reported. It was resolved that if anything is reported it should be reported on my account through WMDC website as this keeps a record of any reports.

It was noted that the phone box at Heath will not be disposed of as it is Listed.

It was resolved that the Clerk would chase up with Sergeant Stone if the speed check could now be done and a good place would be the layby before the Community Centre.

60/05/20. DATE/TIME OF NEXT MEETING

It was resolved that the next meeting of the Parish Council would be held on **Wednesday 17th June 2020** at 7.00pm via Zoom.

The meeting closed at 8.45pm.