

WARMFIELD – CUM – HEATH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY 16th SEPTEMBER 2020
VIA ZOOM
7.00pm

90/09/20. PRESENT

Present:-Cllrs Fisher (Chair), Vasey, Smith, Gueli, Wood, Wallis, Wilby J, Sanderson and Wilby G.

Parish Clerk:-Tracy Johnson

91/09/20. APOLOGIES.

District Cllrs Dagger and Blezard

Apologies accepted by the Parish Council.

92/09/20.DECLARATIONS OF INTEREST.

Cllr Sanderson – Cheque.

93/09/20.PUBLIC PARTICIPATION.

None. The Clerk is to put a notice on the notice boards inviting anyone wishing to join to the next meeting via Zoom to contact the Clerk so that she can send them an invite on Zoom.

94/09/20.MINUTES OF THE LAST MEETING.

To consider the minutes of the last Parish Council meeting on Wednesday 15th July 2020.

IT WAS RESOLVED- the minutes of the meeting were a true and accurate record and duly signed by Cllr Fisher. They were proposed by Cllr Sanderson and seconded by Cllr Vasey.

95/09/20.ONGOING MATTERS.

a. To consider the Covid 19 situation within the Parish. Cllr Fisher advised that although Wakefield had been taken off the areas of concern list that cases are rising again not only in Wakefield but everywhere and that there may be a second spike and that it is possible that more restrictions may come into force in the next few weeks. There has been no negativity within the Parish. It was noted that following guidance from NALC and SLCC that Zoom meetings were legal until May 2021 and that at the current time Zoom meetings were recommended rather than face to face meetings. Everyone was in agreement with this.

b. To consider New Website. Cllr Sanderson informed everyone that the New Website is still in progress.

c. To consider the recommencement of the Altofts Football Club using the Kirkthorpe Playing Field. The Clerk has received an email from the Football Club to ask if they can start to use the Playing Field for their matches on Sundays. The Clerk had advised them that the Community Centre was not currently open and there wouldn't be any access to the facilities at this time. A risk assessment has been carried out and once the area is Covid secure it would be safe for them to use the toilets on a strictly one at a time basis. The rest of the building would be locked and access would only be to the toilets. The Clerk is currently in the process of obtaining quotes for hand sanitisers, signage etc. It was agreed that there should be a charge of £10 per week for the whole of the football season as the Parish Council would incur extra cleaning costs. It was agreed that the Clerk would ask the cleaner if she would be able to clean on a Wednesday to make it safer for the cleaner. The Football Club has offered to help with any measures to get the Community Centre Covid secure.

d. To consider the Building and Marquee at Crossley Street. The Clerk had received an email to say that work had been carried out on the building which had been refused planning permission on Crossley Street. It was agreed that the Clerk should follow this up with Wakefield Council. It was noted that there was a marquee on the same site and Wakefield Council and the Police are aware of this which is for a Wedding.

e. To consider the building on Boundary Lane. It was noted that a building has been erected on Boundary Lane site between one of the caravans and the day room. No planning permission has been put in for this and it was agreed that the Clerk should follow this up with Wakefield Council.

f. To receive an update on Police and Community meetings (PACT). The Clerk has received an email regarding the recommencement of the Police and Community meetings which has been forwarded to the Parish Councillors. It was agreed that the Clerk would resend this email.

96/09/20.COMMUNITY CENTRE

To consider the reopening of the Community Centre. A risk assessment has been carried out and the Clerk is to obtain some hand sanitisers and signage to be put up by the handy man to make the area Covid secure and then this will be reassessed at the next meeting. Anyone wishing to use the Community Centre once it has reopened is to also carry out their own Risk Assessment before hiring.

97/09/20.KIRKTHORPE PLAYING FIELDS.

To consider weekly inspections and agree any action required in respect of the playing fields. It was noted that the hinge on the gate to the play area has dropped and the Clerk would report this to Wakefield Council.

98/09/20.FINANCE

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

Warmfield Cum Heath Parish Council Payment Schedule September 2020

Payments to be approved	Payee	Cqno.	Amount	VAT
Clerks Salary	T.Johnson	560	£433.20	
Clerks Back Pay	T.Johnson	561	£61.60	
PAYE	HMRC	562	£19.20	
Clerks Expenses	T.Johnson	563	£67.19	2.40
Cleaning and Cleaning Products	S.Cowan	564	£42.94	
Toner Cartridges for Printer	RMS Consultancy	565	£49.00	
Total September			£673.13	

Bank Reconciliation	
Opening Balance	£9,671.86
Total Receipts	£10,000.00
Total Payments	£529.22
Closing Balance	£19,142.64

Account Balances	
Community Account	£19,142.64
Savings Account	£4,822.23
Total	£23,964.87

b. To receive an update on Online banking. The Clerk has been to the bank but there was nobody in the business team to speak to. The gentleman she spoke to at the bank said that if a letter which was signed by the signatories was sent to the bank then this should be acceptable. The Clerk has prepared a letter and will get the signatories to sign this before sending to the bank.

c. To receive an update on the Small Business Rate Relief Grant. The Clerk had been contacted by Wakefield Council to say that we should be eligible for the Small Business Rate Relief Grant. The Clerk filled out the necessary details online and was pleased to report that a Small Business Rate Relief Grant of £10,000 has been granted and paid into the Community Account. Various ideas were put forward as to what this could be used for including a Commemorative Seat, Plants for the Community Centre and also repairs for the Community Centre. The Clerk would look into if there were any restrictions on what this sum could be used for. It was proposed by Cllr Gueli and seconded by Cllr Vasey that this sum of £10,000 should be transferred into the Savings account for now. It was resolved that the Clerk would do a projection to the year end for the next meeting to see if anymore could be transferred to the Savings account. It was also resolved that the Clerk would look into whether we could get together a committee for the proposal of a new Community Centre.

99/09/20.PLANNING MATTERS

New Planning Applications.

- **20/01189/FUL – 25 Elsicker Lane, Warmfield** – Erection of a single storey extension to the side. Case Officer: Joshua Turner. Comments Required by 24th August 2020.
- **20/01231/FUL – Yorkshire Scare Grounds, Scream Park, Hell Lane, Heath** – Proposed building for use as refreshment area (resubmission). Case Officer: John Holmes. Comments Required by 26th August 2020. **The Clerk has sent an email objecting to this application.**
- **20/01615/LBC - West Pavillion, Heath** – Conversion of the existing building from 2 self contained flats into a single dwelling including internal and external alterations. Case Officer: Adam Hirst. Comments Required by 4th September 2020.

- **20/01122/TCA – Heath House Stables, Heath** – Sycamores T1 and T2 – trim overhanging branches to dwelling no 2 (Orchard Barn). Case Officer: Matthew Stubbings.
- **20/01686/FUL – 36 Park Avenue, Kirkthorpe** – Single storey porch extension to front and first floor extension to side. Case Officer: Grant Johnson. Comments by 10th September 2020.
- **20/01619/CPL – West Pavillion, Heath** – Conversion of 2 flats into 1 dwelling house. Case Officer: Adam Hirst. Comments by 20th October 2020.

Planning Decisions

The following planning decisions were discussed.

- **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. **Awaiting Decision.**
- **20/00412/FUL – Builders Yard, Land Adjacent Former Pineapple PH, Wakefield Road, Warmfield** – Construction of single storey dwelling including removal of existing buildings and cessation of use of land as builders yard including associated landscaping, surfacing and works. The Clerk has emailed an objection to this. **Application Refused. Split Decision. This has now gone to appeal.**

100/09/20.TO CONSIDER STAFFING MATTERS AND AGREE ACTION.

- To consider the Clerk's Salary Increase as per email from YLCA, NALC National Salary Award and SLCC National Conference. NALC has issued a National Salary Award which should be back dated to 1st April 2020. Cllr Sanderson proposed this increase and Cllr Vasey seconded this proposal. It was resolved that this pay increase should be back dated to 1st April 2020. The Clerk said that the SLCC National Conference was being held remotely this year from 12th to 16th October at a cost of £25 plus VAT. It was agreed by Cllrs that the Clerk should attend this.

101/09/20. TO CONSIDER MATTERS AS REQUESTED BY THE PARISH COUNCILLORS.

- None.

102/09/20.TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.

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

103/09/20.ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA

- Cllr Smith asked if we would be purchasing a wreath for the remembrance service this year at a cost of £20. All Cllrs agreed that we should purchase a wreath for the service. Cllr Smith will organise this.
- The issue of fly tipping was raised on Willow Lane. This seems to be a recurring problem. Wakefield Council have removed this several times now.
- It was noted that the fires on Marshall Hill are still a problem. Wakefield Council are aware of these.

- It was noted that the hedges need cutting back on Boundary Lane. The Clerk will contact Wakefield Council and ask for these to be cut back.
- It was mentioned that the Vicar and Church Warden have been contacted by Sandal Post Office to see if they would be able to provide an Outreach Post Office at the Church. It is not possible to use the Church for this purpose. The Clerk is to contact the Church Warden to get the details and ask if they would like to use the Community Centre for this purpose.

104/09/20. DATE/TIME OF NEXT MEETING

It was resolved that the next meeting of the Parish Council would be held on **Wednesday 21st October 2020** at 7.00pm via Zoom.

The meeting closed at 9pm.