

WARMSFIELD – CUM – HEATH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY 5th MAY
2021 AT 7.00PM
VIA ZOOM

62/05/21. PRESENT

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

Parish Clerk:-Tracy Johnson

63/05/21. APOLOGIES.

District Cllr Dagger and District Cllr Blezard
Apologies accepted by the Parish Council.

64/05/21. DECLARATIONS OF INTEREST.

None.

65/05/21. PUBLIC PARTICIPATION.

No public participation took place.

66/05/21. MINUTES OF THE LAST MEETING.

To consider the minutes of the last Parish Council meeting on Wednesday 7th April 2021. Cllr Sanderson pointed out that there was 1 member of the public present at the meeting on Wednesday, 7th April 2021 who was standing for election and had attended to introduce herself to the Cllrs. The Clerk said she would amend this in the minutes.

IT WAS RESOLVED that otherwise the minutes of the meeting were a true and accurate record and would be duly signed by Cllr Fisher once this amendment had been made at the next meeting. They were proposed by Cllr Sanderson and seconded by Cllr Wood.

67/05/21. ONGOING MATTERS.

a. To receive an update on the Covid 19 situation within the Parish. Cllr Fisher said that things seem to be getting back to normal within the Parish.

b. To receive an update on the commencement of face to face meetings. The Clerk confirmed that face to face meetings should be taking place from 7th May. Therefore, the next Parish Council meeting will take place at the Community Centre. It was noted that the Parish Council do not need to have a meeting every month but need to have at least 3 meetings per year and the Annual Meeting. It was thought that a lot could happen within a month It was resolved that the next meeting should take place on Wednesday, 23rd June at 7pm with everyone using sanitation on entrance to the Community Centre and keeping to 2 metre distancing. The Clerk would make sure that there was increased desk distance and that desks would be sanitised before use. It would be up to each individual as to whether they would want to wear a face covering. The Clerk would notify the 3 District Councillors that face to face meetings would be commencing on Wednesday, 23rd June.

c. To consider the replacement of the Kirkthorpe Playing Area. Not much has happened with regards to this project. Cllr Wilby J said he would chat to some of the residents about this. It was resolved that the Clerk would contact the lady within the Community who wanted to head up this project and invite her to the next meeting on Wednesday, 23rd June.

d. To receive an update on the extension to the Traveller Site. There is not much to report on this and things seem to have gone very quiet. It was resolved that the Clerk would follow up with Wakefield Express the email that she had sent them. There appears to be a large motor home and concrete blocks on the Marshall Hill site. It was resolved that the Clerk would follow this up with Ian Garrett to see what is happening and why they were allowing further development on a temporary site with planning permission which has run out.

e. To receive an update on the pay phone kiosk at Heath. The Parish Council has asked if the phone box at Heath can be adopted. This phone box is listed. The Clerk has emailed to see whether planning would be needed and if there were any restrictions on what it could be used for and then the community could decide what they would like to use it for. It could be gifted to Heath Residents Association but the Parish Council would still have ownership. It was resolved that the Parish Council should adopt it and that the Clerk would carry on with correspondence regarding this.

68/05/21. COMMUNITY CENTRE

The Community Centre is still currently closed due to the government restrictions. The first date it would be open is Monday, 21st June. The Clerk advised that she had received queries about bookings for the Community Centre and that there was a group enquiring to use it on a regular basis. This group provides therapists to talk to people who are having mental health and anxiety issues. It was resolved that the Clerk would contact the Youth Club to ask them to remove their things if they are no longer wishing to use it as this is taking up space which could be used. It was also resolved that the Clerk would contact the Football Club to see if they needed to use the toilet facilities and that a price of £20 per session should be renegotiated as there would be extra cleaning charges incurred. The Clerk advised that there had been some emergency repairs made to the toilets as some of them were not working and were needed for the elections to be held. There is a possibility that the Car Rally might be held on the last Sunday in August at Heath.

69/05/21. KIRKTHORPE PLAYING FIELDS.

To consider weekly inspections and agree any action required in respect of the playing fields. Nothing to report.

70/05/21. FINANCE

a. To consider the Account Balances & Authorisation of Cheques for May. It was resolved that the amounts below should be paid and that the Clerk would ask Cllr Vasey and Smith to sign the cheques.

**Warmfield Cum Heath Parish Council
Payment Schedule May**

Payments to be approved	Payee	Cqno.	Amount
Clerks Salary	T. Johnson	623	£460.00
Clerks Expenses	T. Johnson	624	£43.29
PAYE	HMRC	625	£10.60
Cleaning and products	S.Cowan	626	£41.30
Repairs to CC and batteries	S.Cowan	627	£43.00

Parish Insurance	Zurich Insurance	628	£499.77
Repairs to toilets at CC	Gary Mountain	629	£72.00
Total			£1,169.96

Bank Reconciliation	
Opening Balance	19,068.37
Total Receipts	£11,750.86
Total Payments	£554.69
Closing Balance	30,264.54

Account Balances	
Community Account	30,264.54
Savings Account	£4,823.14
Total	£35,087.68

Yr end

b. To receive an update on Online Banking. The Clerk advised that Cllr Vasey had been in touch with the bank and that in order for the Clerk to be able to request Online Banking that she would need to be a signatory. It was resolved that the Clerk should be added to the mandate and the mandate forms should be filled in, signed by Cllr Fisher and Cllr Vasey and sent back to the bank but there would still need to be two signatories to authorise the payments. It was also resolved that when the Online Banking facility had been set up that £30,000 should be transferred from the Community Account to the Savings Account to go towards the new Community Centre.

c. To receive an update on the annual audit. The Clerk advised that the date for the internal audit was Thursday, 3rd June. This would on the same basis as last year and would be held remotely. It would start with a Zoom meeting with the internal auditor. The Clerk would scan the bank statements and then the auditor would pick transactions at random for the Clerk to scan the paperwork to her for checking. The AGAR would then need to be agreed and signed off at the next meeting. The Clerk advised that an external audit would also need to take place as the income for the financial year had exceeded the £25,000 limit.

71/05/21. PLANNING MATTERS

New Planning Applications.

- No new planning applications.

Planning Decisions

The following planning decisions were discussed.

- **21/01949//FUL – Land at Crossley Street** – Retrospective planning for use of land for keeping horses including stables. **Application Refused. Applicant has appealed this decision.** The applicant has 3 months to appeal. It was resolved that the Clerk would email the case officer to make sure that any objections made would be carried forward to the appeal and if not would resend the objection she had originally sent.

72/05/21. TO CONSIDER MATTERS AS REQUESTED BY THE PARISH COUNCILLORS.

- None.

73/05/21. TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.

To Consider/Note: The Correspondence received since last meeting sent by email.
All correspondence has been sent by email.

74/05/21. ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA

- Crossley Street Mast – The Clerk would email the case officer to check if this had been appealed against.
- Heath Common Fair – The Clerk would forward the email sent by District Cllr Blezard regarding the fair.
- Cllr Fisher had attended a meeting with the Director of Communities from Wakefield Council regarding various issues including littering, the removal of the tyres on Green Lane, the horses which were found under Kirkthorpe Bridge. He felt the meeting had gone well and that it was a good way of expanding network contacts.
- All Cllrs wished to pass on their condolences to the wife of the previous Cllr who had passed away, Cllr Mills. It was resolved that Cllr Fisher would write an article for the Parish Magazine and has obtained permission from the next of kin. The Clerk would send a sympathy card on behalf of the Parish Council.
- Stables at Kirkthorpe – there is now a caravan on site hidden behind the building and the tipping of hard core. There is also concern of large wagons coming down Marshall Hill. It was resolved that Cllr Wilby J would have a meeting with District Cllr Blezard regarding this.
- There is a large skip outside of Boundary Hill site and the lorry is now on site. It was resolved that the Clerk would report this to Planning Enforcement.
- There was concern regarding the large wagons on Warmfield Lane and if there were any weight restrictions in place. It was resolved that a copy of the original planning application for this site would be forwarded to Parish Councillors regarding this.
- It was noted that a CIL payment had been made to the Parish Council with regards to a property which had been built on Elsicker Lane. The Cllrs wondered whether a payment would be due in respect of the new Starbucks on City Fields. The Clerk explained that no payment would be made in respect of this as this was a commercial property. CIL payments are paid on a percentage of the build cost if the property is sold within 3 years but are not applicable on commercial properties.
- It was noted that the site on Warmfield Common was expanding and that a larger solid fence had now been put up. This site has been refused planning and is being appealed against.
- It was noted that one of the large lorries on Warmfield Lane had run into the bridge. This has now been repaired by Wakefield Council.
- The horses which were found dead under Kirkthorpe is being followed by Wakefield Council but unfortunately it was not apparent what they had died from.

75/05/21. DATE/TIME OF NEXT MEETING

It was resolved that the next meeting of the Parish Council would be held on **Wednesday 23rd June 2021** at 7.00pm at the Community Centre.

The meeting closed at 8.35pm.