

**WARMFIELD – CUM – HEATH PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
WEDNESDAY, 17<sup>th</sup> APRIL 2024  
AT 7.00PM  
AT THE COMMUNITY CENTRE, KIRKTHORPE**

**045/04/24. PRESENT**

Present:- Cllrs Wilby J (Chair), Vasey, Medford, Wood, Wallis, Dunbavin, Sanderson and Wilby G.

District Cllr Khan

2 Members of the Public

Parish Clerk:-Tracy Johnson

**046/04/24. APOLOGIES.**

Cllr Smith. Apologies were accepted by the Parish Council.

**047/04/24. DECLARATIONS OF INTEREST.**

Cllr Dunbavin – Item 5.14.

**048/04/24. PUBLIC PARTICIPATION.**

The labour candidate for Normanton attended the meeting to introduce himself to the Parish Council. An issue was raised regarding stables at Warmfield. District Cllr Medford and District Cllr Khan will look into this. The traffic calming consultation has not taken place yet. This will probably be done after the elections in May. Lots of residents are concerned about the amount of lorries attending Willow Lane and the narrowness of the road and the size of the lorries. A bollard was damaged on Footpath 4 at Heath and this was repaired within 24 hours, the Parish Council wanted to thank Wakefield Council for the speediness of this repair. There was an issue with horses loose on Normanton Roundabout and District Cllr Medford had reported this to Wakefield Council. There is graffiti on the bridge at Neil Fox Way, District Cllr Medford will look into this and report it to Wakefield Council. Coming off the motorway to Normanton the roads are frequently flooded. District Cllr Medford and District Cllr Khan will look into this.

**049/04/24. MINUTES OF THE LAST MEETING.**

To consider the minutes of the last Parish Council meeting on Wednesday, 20<sup>th</sup> March 2024. **IT WAS RESOLVED** that the minutes of the meeting were a true and accurate record and were duly signed by Cllr Wilby J. They were proposed by Cllr Sanderson and seconded by Cllr Vasey.

**050/04/24. ONGOING MATTERS.**

a. To receive an update on the Battery Storage Facility. Harmony Energy are still putting together a new fire strategy and water plan for the revised application. It was resolved that once this had been put together the Parish Council would send an objection.

b. To receive an update on the Traveller Site. There has been no update since the last meeting.

c. To receive an update on the signs for Heath and Kirkthorpe. The Clerk has forwarded the Parish Councillors the quote for the new signs. It was resolved that the clerk would go back to the company to see if they did cast signs.

d. To receive an update on the Zebra crossing or traffic calming at Kirkthorpe. This has been covered in Public Participation.

- e. To receive an update on the site at Willow Lane. The Clerk has emailed Wakefield Council regarding this and still awaiting a response. The person who was dealing with this has now left. It was resolved that the Clerk would forward the email to the person who has taken over this case and copy Cllr Dunbavin and Cllr Medford.
- f. To receive an update on the potholes in front of Cobblers Hall. The Clerk has chased this again. The potholes have now been filled in.
- g. To receive an update on vehicles parking on the junction of Boundary Lane. The Clerk has emailed again regarding this. It was resolved that Cllr Medford would bring this item up at the next PACT meeting.
- h. To receive an update on the clean up of Roundabouts. Cllr Medford has emailed Wakefield Council and asked for these to be cleaned up.
- i. To receive an update on the pavement from Woodland Avenue to St Peters Church. One side of the pavement has now been cleared.
- j. To receive an update on the water running down Half Moon. The Calvert has now been cleared.
- k. To receive an update on the mud on the road through Kirkthorpe. This has now been cleared.
- l. To receive an update on the loose dogs in Warmfield and Kirkthorpe. There have not been any recent incidents.
- m. To consider the shed at Blacksmith's Cottage. A shed has been erected at Blacksmith's Cottage. It was resolved that the Clerk would email Planning regarding this.
- n. To consider the access road to Sycamore House. Cllr Dunbavin has declared an interest in this item and left the room while this was being discussed. An access road has been put in across the Common at Sycamore House. It was resolved that the Clerk would email planning regarding this. Cllr Dunbavin came back to the meeting once this item had been discussed.

#### **051/04/24. COMMUNITY CENTRE**

- a. To receive an update on repairs to the Community Centre. The Community Centre was recoated and reroofed approximately 5 years ago. It is a sectional building and repairs have been carried out as needed. It was resolved that this should be carried on and that the Clerk would put together a Reserves policy for the money which has been put aside for a deposit for a new Community Centre or repairs. The Clerk has been asked if the Community Centre would be free again for a Summer Fayre. It was resolved that this should be Free of Charge again for the Community.
- b. To receive an update on Normanton Pro Stars using the Community Centre and Playing Field. The Clerk is still waiting for an email from the organisers of the football team so that a charge can be agreed for use of the Community Centre.

#### **052/04/24. KIRKTHORPE PLAYING FIELDS.**

- a. To consider weekly inspections and agree any action required in respect of the playing fields. There have been people taking dogs into the playing area and dog poo left. It was resolved that the Clerk would obtain some No Dogs signs for the playing area and that a big padlock would be put on the large gate and a stronger spring on the little gate.
- b. To receive an update on the damage to the Playing Field. The Clerk has been in touch with Wakefield Council regarding this and they will make good the playing field.

#### **053/04/24. FINANCE**

- a. To consider the Account Balances & Authorisation of Cheques for April. It was resolved that the amounts below should be paid and that Cllr Vasey and Cllr Smith sign the cheques.

**Warmfield cum Heath Parish Council  
April Payment Schedule**

<b>Payments to be approved</b>	<b>Payee</b>	<b>Cqno.</b>	<b>Amount</b>	<b>VAT</b>
Clerks Salary	T.Johnson		£575.46	
Clerks Expenses	T.Johnson		£46.50	
Cleaner and Products	S.Cowan		£54.13	
Repairs to CC	S.Cowan		£25.00	
Annual Membership	YLCA		£341.00	
Annual Membership	SLCC		144.00	
Annual Inspection	Fireguard		£393.84	65.64
Refuse Collection	WMDC		£306.40	
Parish Council Insurance	Zurich		£548.10	
Water Rates	Business Stream		£236.50	
Late Filing Penalty	HMRC		£200.00	
<b>Total</b>			<b>£2,870.93</b>	

<b>Bank Reconciliation - 28 March 2024</b>	
Opening Balance	1,685.35
Total Receipts	£2,160.13
Total Payments	£1,173.47
<b>Closing Balance</b>	<b>2,672.01</b>

<b>Account Balances</b>	
Community Account	2,672.01
Savings Account	£29,244.52
<b>Total</b>	<b>£31,916.53</b>

Yr end

- b. To receive an update on the appointment of the internal auditor. The Clerk has been in touch with the internal auditor and they are carrying out the internal audit on 28<sup>th</sup> May 2024.
- c. To consider Late Filing Penalties from HMRC. The Clerk has received a late filing penalty from HMRC as this was sent after the date the Clerk was paid. It used to be that PAYE could be sent before the 5<sup>th</sup> of the following month but this has changed and the Clerk was not aware of it. The Clerk has appealed this penalty but HMRC have rejected it. It was resolved that this late filing penalty should be paid that that the Clerk's pay date should be 20<sup>th</sup> of the month going forward.

## **054/04/24. PLANNING MATTERS**

### **New Planning Applications**

- **24/00217/FUL – 15 Elsicker Lane, Warmfield, Wakefield, WF1 5TW** - Proposed 2 storey extension to the side of 15 Elsicker Lane Normanton. **Deadline for comments: 25<sup>th</sup> April 2024.**
- **24/00373/FUL – Goosehill Cottage, Goosehill Lane, Warmfield, WF6 2JB** - DEMOLITION OF EXISTING DWELLING AND CONSTRUCTION OF REPLACEMENT DWELLING. **Deadline for Comments: 25<sup>th</sup> April 2024.** It was resolved that the Clerk would send an objection to this application.
- **24/00557/FUL - Goosehill Fold, Goosehill Lane, Warmfield, Wakefield, WF6 2JB** - Domestic garage – **Deadline for comments 9<sup>th</sup> May 2024.** It was resolved that the Clerk would send an objection to this application.

### **Planning Decisions**

- None.

## **055/04/24. TO CONSIDER MATTERS AS REQUESTED BY THE PARISH COUNCILLORS.**

- None.

## **056/04/24. TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.**

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

## **057/04/24. ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA**

- The gate from the car park onto Heath Common has been damaged. It was resolved that the Clerk would email countryside to ask if this could be fixed.
- It is believed that the Plough Public House at Warmfield has been made into flats and it being rented out to multiple occupants. It was resolved that the Clerk would email planning regarding this.

## **058/04/24. DATE/TIME OF NEXT MEETING**

It was resolved that the next meeting of the Parish Council would be held on **Wednesday, 15<sup>th</sup> May 2024** at 6.30pm at the Community Centre.

The meeting closed at 9.20pm.