

**WARMSFIELD – CUM – HEATH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY, 20th NOVEMBER 2024
AT 7.00PM
AT THE COMMUNITY CENTRE, KIRKTHORPE**

140/11/24. PRESENT

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

District Cllr Khan

3 Members of the Public

Parish Clerk:-Tracy Johnson

141/11/24. APOLOGIES.

None.

142/11/24. DECLARATIONS OF INTEREST.

Cllr Dunbavin – 5.13.

143/11/24. PUBLIC PARTICIPATION.

Two members of a group wishing to use the Community Centre on a regular basis attended the meeting to talk to the Parish Council about what they were planning to do. It is a group which helps young people who are struggling with main stream school and offers intervention work with them. They are wanting to use the Community Centre 3 mornings on a week on a regular basis. District Cllr Khan informed the Parish Council that the road closure through Kirkthorpe to implement the traffic calming measures will not affect the bus service. Signs have gone up informing residents of the road works but the wrong dates are on the signs and this has caused some confusion, District Cllr Khan will ask for the dates to be amended on the signs. District Cllr Khan asked if the light switch on was going ahead, the Clerk has had a quote for the lights to be placed on the tree. District Cllr Khan informed the Parish Council that the shop has now been sold.

144/11/24. MINUTES OF THE LAST MEETING.

To consider the minutes of the last Parish Council meeting on Wednesday, 16th October 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 Vasey and seconded by Cllr Smith.

145/11/24. ONGOING MATTERS.

a. To receive an update on the Battery Storage Facility. This matter is still ongoing and there hasn't been any update since the last meeting. The Chief Executive of Wakefield Council has been asked to visit the site but is unable to as this is an ongoing planning matter.

b. To receive an update on the signs for Heath, Kirkthorpe and Warmfield. The Clerk has now had a look to see how many signs would be needed. It was resolved that the Clerk should now ask for a quote for all these signs.

c. To receive an update on the traffic calming at Kirkthorpe. This has already been dealt with in Public Participation.

d. To receive an update on the site at Willow Lane. There is no update on this matter.

- e. To receive an update on the clean up of Roundabouts. Cllr Medford has asked Wakefield Council if this can be done and has been told that there is no money in the budget to carry out this work. It was resolved that the District Cllr Medford would follow this up with Wakefield Council.
- f. To receive an update on the Pensioners' Christmas Lunch and light switch on at the Community Centre. Flyers have been put up on the notice boards and on the Facebook page and the Clerk has asked the bingo ladies and the Church to spread the word. It was resolved that a meeting would be held on Wednesday, 4th December to discuss the final arrangements once the Clerk had the final numbers. The Clerk has now received a quote from Wakefield Council for putting up and taking down the Christmas lights. It was resolved by majority vote that the Parish Council would pay the £632.26 for the lights.
- g. To receive an update on 61A Warmfield Lane. There have been fires reported again at this site. It was resolved that District Cllr Medford would follow this up with Wakefield Council and that the Clerk would also email the head of planning regarding this site.
- h. To receive an update on the potholes on Kirkthorpe Lane from Kirkthorpe to Heath. The Clerk had received an email from Wakefield Council to say that this work had been completed but the Parish Council were not happy that the potholes had been filled satisfactorily and were very concerned about this. The District Cllrs have asked for this road to be resurfaced. The Clerk had been back to Wakefield Council and asked for these to be looked at again but is still awaiting a response. It was resolved that the Clerk would chase this up and that Cllr Dunbavin would take some photos of these potholes and District Cllr Khan would ask if Wakefield Council knew when the road might be resurfaced.
- i. To receive an update on The Plough. The Clerk has emailed Wakefield Council regarding this but is still awaiting a response. It was resolved that the Clerk would email the head of planning regarding this matter.
- j. To receive an update on the bus service through Kirkthorpe. Arriva are losing drivers and taking away some of the routes but it is still not certain which routes these are going to be. District Cllr Wilton has already written to Arriva regarding this and is awaiting a response. There will be a £2 cap on fares until March next year.
- k. To consider VE Day 8 May 2025 celebrations. The Clerk has received an email from Yorkshire Local Councils Association (YLCA) regarding celebrations for VE Day next May. The Parish Council said that they had tried to organise these sorts of events in past but there wasn't much interest. It was resolved that the Parish Council would not organise anything for this event.
- l. To consider rubbish tipping on the Playing Field. The Clerk has had a report of fly tipping on the Playing Field. After investigation it was found that this was garden waste. It was resolved that the Clerk would write a letter to the occupant and ask that all garden waste should be disposed of appropriately.
- m. To receive an update on the drive at Sycamore Drive. Cllr Dunbavin left the room while this matter was discussed. The drive over the Common at Sycamore Drive has been badly churned up and vehicles are now being parked on the roadside. It was resolved that the Clerk would email planning and ask if there was an update on this matter.

146/11/24. COMMUNITY CENTRE

- a. To receive an update on repairs to the Community Centre. The handyman has been unwell and so hasn't been able to get many repairs done this month.
- b. To consider Focus Group hiring the Community Centre. Two gentleman from Focus attended the Public Participation to talk to the Parish Council about hiring the Community Centre on a regular basis. It was resolved that the Parish Council would be happy for Focus Group to hire the Community Centre on a 3 months trial at £25 per hour with a review after 3

months and that they would also need to see their insurance documents. It was also resolved that the Clerk would ask the cleaner if she would be able to clean the Community Centre on a weekly basis if it was being used regularly.

c. To receive an update on the changes and charges for Playground Inspections. The Clerk had received an email from Wakefield Council to say that there will now be a charge for the playground inspections to be carried out. The Clerk has emailed to ask who owns the play ground and whether charges would apply and is awaiting a response. It was resolved that the Clerk would chase this matter up.

d. To consider any other bookings for the Community Centre. St Peters Church would like to book the Community Centre for a coffee morning in January. It was resolved that as this was for the Church there would be no charge.

e. To consider residents using the car park at the Community Centre whilst the traffic calming works are being carried out. It was resolved that as this work would not take long and would only take place during the daytime it was not necessary to leave the car park open for residents to use.

f. To receive an update on the herb beds at the Community Centre. District Cllr Medford said that the Parish Council would need to fill in an application form for the herb beds. It was resolved that Cllr Medford should send an application form for the Parish Council to fill in.

147/11/24. KIRKTHORPE PLAYING FIELDS.

a. To consider weekly inspections and agree any action required in respect of the playing fields. The steps to the slide need tidying up and the big gate is being left open. The clerk has emailed Wakefield Council to ask if a padlock could be provided for the gate. It was resolved that the Clerk would chase this up with Wakefield Council and ask if the steps could be tidied up. The back light and the front light at the Community Centre are not working. It was resolved that the Clerk would ask the electrician to have a look at these.

b. To consider Walton Football Club using the playing field. The Clerk has received a message from a gentleman at Walton Football Club asking if they could use the playing field. The Clerk has tried to call him back but he hasn't been back to her. It was resolved to wait and see if he called again.

148/11/24. FINANCE

a. To consider the Clerks' Pay Rise and Back Pay from 1st April 2024. The Clerk had sent an email prior to the meeting informing the Parish Council of the NJC annual pay rise. This was in effect from 1st April 2024. It was resolved that the pay increase and back pay should be paid.

b. To consider the Account Balances & Authorisation of Cheques for November and December. 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 November and December 2024 payment schedule

Payments to be approved	Payee	Cqno.	Amount	VAT
Clerks Salary	T.Johnson	865	£602.76	
Clerks Back Pay	T.Johnson	866	£191.10	
Clerks Expenses	T.Johnson	867	£46.50	
Cleaner & Product	S.Cowan	868	£40.00	

Repairs to CC	S.Cowan	869	£15.00
Poppy Wreath	V.Smith	870	£25.00
Church Magazine Donation	St. Peters	871	£100.00
13th Ed LCA Book	SLCC	872	£142.40
Total November			£1,162.76

Clerks Salary	T.Johnson	873	602.76
Clerks Expenses	T.Johnson	874	£15.00
Cleaner	S.Cowan	875	£40.00
Repairs to CC	S.Cowan	876	£65.00
Total December			£722.76

**Bank Reconciliation as at
30 October 2024**

Opening Balance	£14,501.98
Total Receipts	£15,000.00
Total Payments	£16,766.93

Closing Balance £12,735.05

Account Balances

Community Account	£12,735.05
Savings Account	£14,463.67

Total £27,198.72

c. To consider the cost of the Christmas Lights at the Community Centre. The Clerk has now received a quote for the Christmas Lights at the Community Centre. It was resolved by majority vote that the Parish Council should pay the £632.26 for the Christmas Lights.

d. To receive an update for the internal auditor for 2024/25. The Clerk has asked the internal auditor if an internal audit and external audit would be needed for 2024/25 as the expenditure would exceed the limit of £25,000, because of the purchase of a new roof at the Community Centre. The auditor advised that both an internal and external audit would be needed.

149/11/24. PLANNING MATTERS

New Planning Applications

- **22/01608/FUL – Land to East Side, Pineapple Hill, Wakefield Road, Warmfield, Wakefield, WF1 5TR - Retrospective change of use of land for the stationing of caravans for residential purposes for 1 gypsy pitch with 2 caravans (one used as a day room), trailer and horse box and horse pen along with the formation of hardstanding and associated access, a walled enclosure and boundary walls to the eastern and western boundary of the site. Application Received: 26th July 2022. Application**

Validated: 25th October 2024. It was resolved that the Clerk would object to this application on the same grounds as back in 2022.

Planning Decisions

- **24/00217/FUL - 15 Elsicker Lane, Warmfield, Wakefield, WF1 5TW – Two storey extension to the side. Application Approved: 14th October 2024.**
- **24/01474/FUL - Highcroft, Heath, Wakefield, WF1 5SL – Two storey side extension 2 dormers to the front elevation. Application Withdrawn: 6th November 2024.**

150/11/24. TO CONSIDER MATTERS AS REQUESTED BY THE PARISH COUNCILLORS.

- None.

151/11/24. TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.

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

153/11/24. DATE/TIME OF NEXT MEETING

It was resolved that the next meeting of the Parish Council would be held on **Wednesday, 4th December 2024** at 6pm at the Community Centre.

The meeting closed at 9.20pm.