

**WARMFIELD – CUM – HEATH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
MONDAY, 17th MARCH 2025
AT 7.00PM
AT THE COMMUNITY CENTRE, KIRKTHORPE**

28/03/25. PRESENT

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

District Cllr Wilton

3 Members of the Public

Parish Clerk:-Tracy Johnson

29/03/25. APOLOGIES.

Cllr Wilby G.

30/03/25. DECLARATIONS OF INTEREST.

Clerk – Cheque – Repair of Community Centre. Cllr Dunbavin Public Participation.

31/03/25. PUBLIC PARTICIPATION.

Residents from Freeston Drive attended the meeting to raise their concerns over their open plan gardens. They have been contacted by Wakefield District Housing to say that all plants and ornaments need to be removed from their front gardens. WDH have a new contractor and to enable them to maintain the gardens better they want these removing but these residents maintain their own gardens. It was resolved that the District Cllrs and the Parish Council would write to WDH with the residents' concerns. The owner of Sycamore House attended the meeting to update the Parish Council on the situation with the drive at the property. The owners have had a letter from Wakefield Council to say that they will either put up a barrier or place an injunction on the drive. The resident is very upset and will take this up with Wakefield Council. The litter pick for Kirkthorpe will go ahead on Saturday, 12th April at 10am for 1 hour. The Clerk will post the details on the Facebook page to ask for volunteers to help with this and will email Wakefield Council to ask for equipment. The coffee mornings at the Community Centre organised by St Peters Church are going well and are well attended. The access bus has been trialled and a run to Snowhill has been requested.

32/03/25. MINUTES OF THE LAST MEETING.

To consider the minutes of the last Parish Council meeting on Monday, 17th February 2025. **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 Smith and seconded by Cllr Vasey.

33/03/25. ONGOING MATTERS.

- a. To receive an update on the Battery Storage Facility. The Service Director of Wakefield Council is currently going through the new legislation changes before a decision can be made.
- b. To receive an update on the signs for Heath, Kirkthorpe and Warmfield. The Clerk has emailed for a quote and is awaiting a response.
- c. To receive an update on the traffic calming at Kirkthorpe. Cars are still being parked on the speed bumps and District Cllr Wilton has reported this to Wakefield Council and this is

being monitored by the Project Engineer. District Cllr Medford will also raise this at the PACT meeting.

d. To receive an update on the water running down Green Lane. The road sweeper has been out to clear the road and gulleys.

e. To receive an update on the bus service through Kirkthorpe. Arriva have replied to the letter sent to say that all is fine with the bus service and to let them know of any problems which arise. District Cllr Wilton will report any issues to Arriva.

f. To receive an update on the various outstanding planning applications in the Parish. The Parish Council sent an email to the District Cllrs regarding all outstanding planning applications in the Parish. The District Cllrs said this was really useful and are going to set up a meeting to discuss this with Wakefield Council and will let the Parish Council have an update when one is available.

g. To consider tipping at Willow Lane site on the other side of the bridge. District Cllr Khan is dealing with this matter.

h. To consider the removal of the open plan gardens at Freeston Drive. This has already been dealt with in Public Participation.

34/03/25. COMMUNITY CENTRE

a. To receive an update on repairs to the Community Centre. The handyman has replaced some of the rotten wooden panels. It was resolved that the Clerk would ask him to replace the other panels to stop them deteriorating.

b. To consider any other bookings for the Community Centre. The Clerk has had an enquiry from a gentleman wanting to use the Community Centre from 3pm to 8.30pm on a Saturday for a private function. It was resolved that the Clerk would go back to him and tell him this would be OK.

35/03/25. KIRKTHORPE PLAYING FIELDS.

a. To consider weekly inspections and agree any action required in respect of the playing fields. The playing field fence is down at the top of the playing field.

b. To consider repair of the playing field fence. The fence is down at the top of the playing field. It was resolved that Cllr Sanderson would look at this and see if it could be fixed. There are also areas in the playing area which have no grass or soil on. It was resolved that Cllr Medford would ask Wakefield Council for some top soil to be put on these areas.

36/03/25. FINANCE

a. To consider the Account Balances & Authorisation of Cheques for March. 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 March 2025 payment schedule

Payments to be approved	Payee	Cqno.	Amount	VAT
Clerks Salary	T.Johnson	892	£602.76	
Clerks Expenses	T.Johnson	893	£85.90	
Cleaner	S.Cowan	894	£41.99	
Repairs to CC	S.Cowan	895	£25.00	

New Lights at CC	Andrew Johnson	896	£443.00
Electric	E.ON Next	DD	£356.66
Total March			£1,555.31

Bank Reconciliation as at 27 February 2025	
Opening Balance	8,904.17
Total Receipts	£0.00
Total Payments	£864.16
Closing Balance	£8,040.01

Account Balances	
Community Account	£8,040.01
Savings Account	£14,537.49
Total	£22,577.50

b. To receive an update on the Internal Audit for 2024/25. The Clerk has received an engagement letter from the Internal Auditor which she has signed and returned and is now just waiting for a date for the audit to take place. It was resolved that the Clerk would send the Financial Regulations and Standing Orders to the Parish Council for review and consideration.

c. To consider the Grounds Maintenance Service Level Agreements for 2025/26. It was resolved that these should be accepted and signed and returned by the Clerk.

37/03/25. PLANNING MATTERS

New Planning Applications

- **25/00349/FUL - Cherry Tree Lodge, 27B Warmfield Lane, Warmfield, Wakefield, WF1 5TN - Two storey extension to side. Deadline for Comments: 20/03/2025.**
- **25/00320/TCA - Rear Manor House, Heath, Wakefield, WF1 5SL - Goat Willow (T1) Section dismantle to ground level - tree has taken over garden area.**
- **25/00117/FUL - 36 Park Avenue, Kirkthorpe, Wakefield, West Yorkshire, WF1 5TG - Single storey rear extension. Deadline for Comments: 03/04/25.**
- **25/00498/CPE - Land And Buildings Off Goosehill Lane, Warmfield, Wakefield, WF6 2JB – Certificate of existing lawful use of building and land as for builders storage.**

Planning Decisions

- **24/02162/FUL - School House, Heath, Wakefield, WF1 5SN** - Replacement of existing polycarbonate roof with glass. **Application Approved. 26/02/2025.**
- **25/00059/TCA – Heath Hall, Heath, Wakefield, WF 5SL** – Crown Reduce by 30% Entire Canopies of 2 Lime Trees. **Application Refused: 14/02/25.**
- **25/00225/TCA - First Floor Flat 7, Heath Manor, Heath, Wakefield** - Crown Lift 1 Copper Beech Tree to achieve a maximum clearance of 4metres between the branch tips and the surrounding surface. No pruning wounds greater than 80mm in diameter to be generated as a result of the works. Repeat Operation as for 21/02295/TCA – **Application Approved. 13/03/25.**
- **24/02181/FUL - Verandah Cottages, Heath, Wakefield, WF1 5SP** - Demolition of existing porches, proposed central single storey porch to front. **Application Approved. 14/03/25.**
- **22/00474/FUL - Boat Yard, Heath, Wakefield, WF1 5SN** - Alterations and extension of existing dayroom/ablutions block to form dwelling. To be occupied in connection with previously approved change of use of land application reference: 13/00390/FUL. **Application Approved. 11/03/2025.**

38/03/25. TO CONSIDER MATTERS AS REQUESTED BY THE PARISH COUNCILLORS.

- None.

39/03/25. TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.

To Consider/Note: The correspondence received since last meeting sent by email. To consider the email regarding **PINEAPPLE COTTAGES, WARMFIELD – VERGE MANAGEMENT SCHEME.**

40/03/25. ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA

- Cllr Smith said that she believed that the lady who owned the commons had passed away and had left the commons to the Parish Council in her will. Wakefield Council lease the commons on a 125 year lease. It was resolved that Cllr Smith would write to the solicitors to see if they have any knowledge of this.

41/03/25. DATE/TIME OF NEXT MEETING

It was resolved that the next meeting of the Parish Council would be held on **Monday, 14th April 2025** at 7pm at the Community Centre.

The meeting closed at 9.05pm.