

WARMSFIELD - CUM – HEATH PARISH COUNCIL MEETING
Wednesday 17th September at 7.00pm
Minutes

1. Apologies, acceptance of reasons for apologies. Councillor Sanderson - Holiday.
In Attendance: Councillors G. Wilby, J. Wilby, C. Mills, R. Wood, V. Smith, M. Vasey, J. Fisher & Cllr J. Gueli sent his apologies regarding arriving late.
C. Dodd and three members of the public.
2. No Declarations of Interest were received.
3. Public Participation.
Three Members of the public were in attendance, including two members from WCH Community Fundraising Group. One member of the public asked if there were any by-laws regarding keeping front gardens tidy. A discussion took place of non confrontational ways to deal with the situation.
The two members from WCH Community Fundraising Group attended to discuss Christmas Trees. They are planning to apply for a Neighbourhood Improvement Scheme Grant to fund three trees for each village of the parish. There were further discussions regarding any short fall in funding and Christmas Lights. It was in general agreement that the Council was in support of the trees and would discuss lighting etc at the next meeting.
WCH Community Fundraising group also informed the Council that the Plough Inn is to do a free Christmas Lunch event for the elderly and the WCH Community Fundraising Group are funding a free drink to go along with the meal. Dates to be confirmed, more information will be on the website and notice boards in due time.
4. To consider approving and signing the minutes of the meeting held on 12th July 2014. It was proposed by Councillor J. Wilby, seconded by Cllr Smith and **resolved** that the minutes of 12th July 2014 are a true record.
5. Community Centre
 - a. Finance.
It was **Noted** that once the Clerk is approved to deal with banking the funds from the Community Centre Account will be transferred to the Current Account and the Community Centre Account will be closed down.
 - b. Maintenance. **Noted** - The leak in the bathroom has been repaired. Yorkshire Water are taking meter readings and will produce a revised bill for the October Council meeting.
The cleaner had reported that the first room on the left was damp. On inspection it has damp, mould, bowing ceiling. The Clerk is to obtain quotes to
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be considered at the next meeting. There was discussions regarding having a

budget/sinking fund so the council were prepared for work of this nature in the future.

c. To consider purchasing a advertising banner at the cost of around £60-£80 to inform and encourage members of the public to hire the Hall for functions/parties. It was decided that due to the roof situation not to advertise at this time.

6. Kirkthorpe Playing Fields

a. Site Inspections – Cllr Wood

-Two exposed nails have been removed and WMDC has been notified about the missing railing and dog fouling bin, but in reply to this WMDC reported they could repair this at a cost. It was discussed that it was the responsibility of WMDC and the Clerk should email the request again.

- To consider damage to access ramp and repairs - Councillors have volunteered to repair this.

- Lighting Columns, cover plate on the lighting column is missing - Councillors have volunteered to repair this.

7. Clerk's Report.

a. To consider the quote from Spring Green regarding the Christmas trees.

Glynnis Wilson from WCH Community Fundraising Group discussed this with the council during public participation.

This is to be considered once the WCH Community Fundraising Group has notified the council of the outcome of their grant application.

b. To consider training for the Clerk.

Discussion took place regarding the benefit to the Council and if it was also to benefit the other council that the Clerk worked for. The Clerk explained that the other council was much bigger and had its own accountant and larger precept so both courses were not relevant to that council. It was noted by Cllr Vasey that during the interviewing process it had been identified that this is a weaker area for the Clerk due to the differences in the councils. The Clerk informed the council that the other council had paid for the Clerk to study CiLCA at rather a large expense and this will have huge benefits to this council.

SLCC New Audit changes. End of year accounts for Councils with less than £25,000 income. YLCA Accounts Training – It was proposed by Councillor J. Wilby and seconded by Councillor Mills and **resolved** that the clerk could attend the SLCC Audit Training Day.

YLCA Accounts Training – It was proposed by Councillor Vasey and seconded by Councillor Mills and **resolved** that the clerk could attend the YLCA

Accounts Training.

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c. WW1 100 years on – Remembrance Sunday. To consider the correspondence enclosed.

Councillor Mills reports that the church have been informed that the Council are responsible for the war memorial in the parish and it needs cleaning for Remembrance Sunday. Council need clarification that they are responsible.

It was proposed by Councillor J. Wilby and seconded by Councillor Smith and **resolved** that the Council would pay up to £250 for the cleaning of the memorial once it was clarified that it was the Councils responsibility.

It was proposed by Councillor Smith and seconded by Councillor J. Wilby and **resolved** that the council would order a Wreath from British Legion for remembrance Sunday. Councillor Smith said it would be nice to see the councillors at the Remembrance Sunday Service especially with it being the WW1 100 years on.

- d. It was noted the Laptop has been purchased and is in use.
- e. The Councillors agreed to report independently that the gate at Half Moon lane is still not fixed.

8. Finance

a. Account Balances & Authorisation of Cheques for Payment.

Account Balance 29 th August 2014	
Cheque account	5349.22
Business Savers Account	4793.20
Community centre account	71.14
Total	£10,213.56
Less un cashed cheques Previous Month	£411.54
Less un presented cheques	£669.06
Plus unbanked cash	£114.00
Net Balances at 18.09.14	£9,246.96

	Un presented cheques	
101033	C. Dodd - wage	£67.22
101034	Littlejohn	£120.00
101039	Community Centre Cleaner	£100.00
101036	C. Dodd expenses July/Aug	£95.24
101037	HM Rev & Customs	£268.60
101038	SLCC membership	£18.00
	Total	£669.06

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- b. To approve the renewal of the SLCC Clerks membership. It was noted that the Clerks membership has moved up a band due to starting work at Warmfield cum Heath Parish Council. The other Council she works for has agreed to pay

their normal rate of £129 and that leaves Warmfield cum Heath Parish Council to top the membership up at a cost of £18.

- c. Audit of Annual Accounts for y/e 31 March 2014 - To note the completed audit. This is to be displayed on notice boards and also put on the website.
9. Planning Matters
- a. Following correspondence was emailed to the councillors
- WMDC Panning Enforcement Re: Kings Arms.
 - Mark Simon, Chief Executive Barn Energy Re: Hydropower at Kirkthorp Weir.
 - HS2 plans
- b. Applications & Approvals – Although the list was formulated from the website the day before the meeting it did not seem up to date. It was requested that the Clerk follows this up with planning. The council would also like to investigate if it may receive paper copies of the plans from WMDC like Leeds City Council do.
- The following applications were discussed:

Boundary Lane (Land Off), Warmfield – Construction of Agricultural Field Shelter (**passed**) & Variation of Condition 5 – Parking of Vehicles over 3.5 Tonnes – **Decision Pending**.

Pineapple Farm, Marshall Hill, Warmfield – Variation of Condition 1 (Temporary Permission) & Condition 2 (Restoration of Land) – Construction of 2 No Amenity Buildings, (New Case Officer – Graeme Moore-303396) – **Decision Pending**.

Ivy Cottage, Boatyard, Heath – Temporary CoU of Land to 4 No Traveller’s Pitches, Construction of Dayroom/Utility Block Etc. – **Decision Pending**.

Warmfield Lane, Warmfield – Construction of 2 No Fishing Ponds, New Access & Car Parking Etc. – **Decision Pending**.

Orchard Barn, Heath – Replacement of 1 No Existing Slit Window with a Sash Window – **Decision Pending**.

Cherry Tree House, 27 Warmfield Lane, Warmfield – Construction of Double Garage. **Approved**

St Peter’s Church, Kirkthorpe – Crown Lifting & Tree Removal. **Approved**

Adjacent to Wier, Kirkthorpe – Fish & Eel Passage & Hydro Electric Installation.
(Access by way of Welbeck Landfill Site) - **Decision Pending.**

Proposed - Wakefield Eastern Relief Road Wakefield

NO NEW APPLICATIONS

10. Councillors Reports

- a. Commons Liaison Committee – Cllrs Fisher/Smith/Vasey/C. Dodd
 - Regarding the Tea Room Gate leading onto a road the planning department are now involved.
 - The horses check has been completed 39 horses on Heath Common and 7 on Warmfield all horses have been electronically chipped registered for a horse passport and have insurances. All the foals are over 6 months now so they are to be tethered. It was reported that the RSPCA had been called out as one horse seemed to have a problem with its leg. The vet visited the same day and reported a minor injury.
 - There were discussions regarding proposed multi agency checks on illegal encampment.
 - Kris Hodson from the WMDC Market’s attended the meeting to give the Parish Council information regarding running a market on Heath Common whilst the fair is there.
 - The Countryside department are intending to install access gates onto Heath Common.
 - It was discussed that the Bus Rally created a lot of problems in the parish again. It effected business negatively and closed roads.
 - Next meeting 9th December.
- c. Road Safety Committee – Cllr G Wilby reported that the next meeting is on 30th Sept next meeting.
- d. Welbeck Liaison Committee – Cllr G Wilby reported he attended the site visit at the last meeting; it was a tour all around the site. They are just about to open another cell. The input has increased in the last few months, but overall it is expected to last much longer than the proposed closure date of 2018. This is due to the amount of recycling being done in the district. The Welbeck representative reported that the recent bad smell that was reported by many was not down to the Welbeck site but farmers ploughing their fields with manure. Councillor G Wilby stated he thought they were doing a good job.

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- e. PACTS – Cllrs Gueli/Vasey.
 - Regarding the recent illegal encampment on Heath Common and the length of time it took to remove them. It was reported that the

difficulty arose as it was unknown if the land was Common Land or Private so therefore section 61 could not be used to move them on.

- There has been reports and follow ups regarding children riding quads on the Common.
 - There has been rise in a Garage/Shed burglary in the area. Following on from this discussions took place regarding the local Neighbourhood Watch Schemes and that the Council wasn't aware that they were any, but if the schemes could report any problems to the council the council could publicise any important information. Clerk to investigate where they are and if we can have the information.
 - Next meeting 6th October 2014.
- f. National Coal Mining Museum – Cllr G Wilby. Next meeting is the 10th October 2014.
- g. Website - Cllr Sanderson.
- It was noted that The Heath Common section has been removed from WMDC website due to lack of hits. The Clerk has requested to have the information that was on there so it may feature on Warmfield cum Heath website.
 - The Annual Return Should is to be available on the website. Clerk to send a copy to Cllr Sanderson so he may put it on the website.
 - The Councillors reported they were having problems with their webmail and were reverting to their previous email until the problems are resolved.
- h. No other reports.

11. Town & Parish Council Liaison Group – Nothing to report.

12. Proposed High Speed Rail Line.

No actions authorized at this time. It was noted there is an Against HS2 group in village.

13. The council considered a Craft/Farmers market to be held at the same time as the common is opened up for other events. WMDC to provided costing.

A discussion took place regarding the email from the Markets Department at WMDC. The council were confused by the costing as the market would be running at a loss. It was intended to run hand in hand with the fair to encourage

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more people to attend, but the council did not feel they should be paying such a large amount to do that.

14. The council noted NALC Legal Topic Note received: Handling Complaints (England) sent by email and considered approving the new Complaints Procedure.

It was proposed by Councillor Wood and Seconded by Councillor Gueli and **resolved** that the Council would adopt the Handling Complaints Procedures.

15. To consider adopting the management of recording at Council meetings procedures.

It was proposed by Councillor Gueli and Seconded by Councillor Vasey and **resolved** that the Council would adopt the Recording at Council meetings procedure.

16. To note. WMDC countryside has asked if any of the councillors would like to volunteer to help with the pond clearance sometime during October. Outdoor clothing and waterproof shoes needed, all tools will be provided.

The Clerk was requested to confirm the date of 27th October 2014

17. The council considered the correspondence received since last meeting sent by email.

- a. Updated NALC Legal Topic Note: Handling Complaints (England)
- b. Neighbourhood Improvement Fund – unable to apply.
- c. Kings Arms, Heath (enf case 13/663) from WMCD Planning Enforcement.
 - The Clerk was requested to reply to the planning officer to report that the new light is above the Kings Arms sign and is not very obvious during the day. The new sign is above the door advertising the restaurant and is bigger than the old one.
- d. Pinfold at Heath, request for maintenance.
- e. Consultation on the planning proposals for the Construction of Wakefield Eastern Relief Road and associated works. The Clerk was requested to investigate if we were able to get the plans for this application as nothing is visible on the smaller print outs.

18. Items for next Agenda, none requested.

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Councillors ask the Clerk to:

Ask WMDC Highways – to give an explanation as to why some roads around Heath that seemed to be in good repair have had work done on them and not others. For example the road passing the car park on Heath Common has not been done, even though it is in a poor state and it has been reported many times.

Report to WMDC regarding the grass cutting Half Moon Lane, previously the council have asked if the grass can be cut further around the corner due to poor

visibility on leaving the junction. This is now very over grown, and also Warmfield lane leading to A655 the side of the road is overgrown.

Investigate the height a fence may be at the front of a house without obtaining planning permission.

To get 2 keys cut for the store room

The Chair of Council asked for volunteers for the kite festival on the 28th September 2014.

19. The date and time of the next meeting is **15th October 2014**

C Dodd

Clerk to Warmfield cum Heath Parish Council.