

WARMFIELD – CUM – HEATH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD ON
Wednesday 22nd July 2015
THE COMMUNITY CENTRE, KIRKTHORPE-7.00pm

1. PRESENT

Cllr Fisher (Chair), Cllr Vasey, Mills, Smith, Wilby G, Wilby J, Gueli, Sanderson.

Parish Clerk-Julia Talbot

District Councillors

Cllr Dagger, Blezard, Wassell

Members of the public Present

Two members of the public present.

2. APOLOGIES

Cllr Wood -Reasons for apologies accepted by the Parish Council.

3. Public Consultation

The two members of the public attended, brought to the Parish Council's attention their planning application at Heath.

The residents brought the details of the pre planning details, The Chair advised that the application could not be considered by the Parish Council until it was validated by WMDC planning.

The Chair advised the applicants that the application was in a conservation area and the building would need to be in keeping with the surrounding area.

District Councillors attended the meeting to present information on:-

Wakefield Eastern Relief road (WERR)-The project is moving forward, a committee has been formed to deal with any ongoing issues. Parish Councillors will attend regular meetings. An onsite meeting will be held in August, with a further meeting in September.

Waste collection has changed for recycling, ALL recycling now needs to be added to the BROWN BIN from 14/07/15. Waste collection dates may change, residents will receive a letter to inform them of the changes.

Kirkthorpe Weir-The site has been cleared to precede work.

Parish Councillors raised concerns regarding vehicles on the Common for no reason, the Chair raised concerns regarding illegal camping on the common, furthermore the ability as a Parish Council to stop this prior to it taking place. The Chair requested whether the legal department at WMDC would be able to implemented legal action prior to an encampment. District Cllr Blezard presented the clerk with key contact details of the legal department. The Chair to respond regarding this matter to obtain advice.

The bus festival held at heath was a success.

District Cllr Wassell informed the Parish Council of a trial that was taking place in the ward, working towards removing Japanese Knotweed. District Cllr Cummings has sent an e mail regarding this matter and is key contact.

4. Declarations of Interests

Declarations of Interest were noted for District Cllr Wassell and Blezard for Planning

5. MINUTES OF THE LAST MEETING.

To consider the minutes of the last meeting Wednesday 17th June 2015

It was proposed by Cllr J Wilby seconded by Cllr Mills

RESOLVED-Minutes of the meeting were a true accurate record.

6. Community Centre

- Consideration was made to whether CCTV would be of benefit for the Community Centre, different methods were discussed. Awaiting quotes to be presented at the next Parish Council meeting.
- Curtains were agreed to add to the hatch areas inside the Centre. Cllr Smith is to purchase the curtain material, a curtain pole also needs erecting.
- The Clerk confirmed that a letter commending work carried out had been sent to the contractors that carried out the work on the Community Centre
- Water heater-The clerk confirmed there had been correspondence regarding the water heater in the Community Centre. The matter has now been resolved as the heater had been turned off under the sink in the Centre. Costing of leaving this on all the time was discussed. Cllr Sanderson put forward a suggestion to leave the heater off and switch on when required, adding a notice at the door to remind users of the Centre to switch off when leaving the building.

7. Kirkthorpe Playing Fields

Kirkthorpe Playing Fields

- Weekly inspections carried out nothing to report.
- Weekly data sheets were discussed, to what format they are to be presented to the Clerk. It was agreed that the sheets should be changed to a word document and sent to the Clerk to save electronically. Cllr Wood to report any non urgent matters to the monthly meeting, reporting urgent matters to the Clerk as they arise.

Resolved-Cllr Sanderson to create a word document to carry out inspections.

8. Clerk's Progress Report

- The Clerk confirmed that contact had been made to other Parish Councils in the area regarding the affect of the Hs2 development in the area.
- The Clerk confirmed that the Register of Interests of Parish Councillors were on WMDC website, consideration was made to add a link to the Parish Council's website, to comply with current small councils transparency code. The clerk has sent an e mail to WMDC to enquire whether this is possible, awaiting a response.
- Grounds Maintenance
The clerk presented the options for the grounds maintenance rebate to The Parish Council.
Resolved-All agreed to request a cheque for the amount due.
The Clerk to contact the church to request their contribution minus the rebate.

9. Finance

Finance – The Clerk provided a statement of the current financial position of the Parish Council, outlining payments to be made in July and August.

<u>Cheques Authorised for Payment</u>	<u>Payee</u>	<u>Amount</u>	<u>VAT</u>
<u>101116</u>	Staples Business account	£33.36	<u>£5.56</u>
<u>101118</u>	Julia Talbot/July Salary(Clerk)	£335.82	
<u>101119</u>	Julia Talbot Expenses(attached form)	£31.38	
<u>101120</u>	Julia Talbot/August Salary	£335.82- (19/8/15)Post dated	
<u>101121</u>	Maria Burnett	£80.00	
<u>101122</u>	Maria Burnett	£80.00(19/8/15)Post dated	
<u>Total July</u>		<u>£480.56</u>	
<u>Total August</u>		<u>£415.82</u>	
<u>Total Payments</u>		<u>£896.38</u>	<u>£5.56</u>

Cheque number 117 was void.

Bank Reconciliation

Balances brought forward from June

Community Account	£12,485.43
Business Reserve Account	£4,794.99
Total	<u>£17,278.42</u>
Total Payments in June	<u>£9,083.40</u>

Community Account	£4,266.23
Business Reserve Account	£4,795.63 (interest earned added 64p)
Total	<u>£9,061.86</u>

Total payments in July, August **£896.38**

Cheques not yet presented

- 114 - £80.00
- 101-£134.40
- 111-£201.42
- 108-£15.00
- 102-£74.11

Other Community Account **£271.14**

- A £200 direct payment has been added by WMDC ref:-477502nobank 4th June 2015
This was a payment for the use of Kirkthorpe Community Centre for the elections.

The Clerk updated the Parish Council on the situation regarding payment of the Cleaner. The cleaner will now present an invoice to the Parish Council with hours completed for the month, working self employed, being responsible for own reporting of income to HMRC.

Resolved-All agreed with the resolution.

The clerk informed the Parish Council that an action plan will be compiled to identify the actions required by the internal auditor and presented at the next meeting. This will be an ongoing action plan to address items that require action over the year.

10.Planning Matters – The following Applications were discussed:

Planning Applications

- 12/00977/FUL-Pineapple Farm, Marshall Hill, Warmfield – Variation of Condition 1 (Temporary Permission) & Condition 2 (Restoration of Land) – Construction of 2 No Amenity Buildings –This application is to go to planning Committee 30/07/15.All paper work will be on the WMDC planning website.
Decision Pending
- 15/00248/FUL-Boundary Lane (Land Off), Warmfield – Application to vary Conditions 1, 2 & 3 – **Decision Pending.**
- 13/00390/FUL-Ivy Cottage, Boatyard, Heath – Temporary CoU of Land to 4 No Traveller’s Pitches – Construction of Dayroom/Utility Block Etc. – **Decision Pending.**
- 12/00301/SUB01-‘Kings Arms’ PH, Heath – Discharge of Condition 2 (Electric Lantern Conversion) from Application No 12/00301/LBA. – **Decision Pending.**
- 15/00154/FUL-Bellamy House, Heath – Proposed Construction of Vehicular Access with Parking Facilities within Garden (Re-submission of Application No 14/00951/FUL)-**Decision Pending.**
- 15/00644/FUL-Rose Cottage Bungalow, Heath-Proposed detached garage
Decision Pending

Approved Applications

- 15/01165/FUL-29, Freestone Drive, Kirkthorpe-Proposed disabled access ramp to front-**Approved.**

New Applications

- 15/00506/SUB01- Discharge of condition 2 (Access surfacing materials) from application 15/00506/FUL - Cross Hills Farm Goosehill Lane Normanton WF6 2JB-Conditions Discharge.
- 15/00360/FUL-Highcroft Heath WF1 5SL-Demolition of the existing dwelling and erection of a replacement dwelling and associated works.
-The application was considered at length, taking into account the impact of the size of the building within its setting. Highway did not support a previous application. Considerations were made of the building being within a green belt and conservation area.

Resolved-All agreed a letter to be sent to WMDC planning to raise The Parish Councils concerns.

- Brew House-The pre application was considered, The Parish Council would write to WMDC planning once the application was validated to reiterate what the applicant had been informed at the public consultation.
- Heath House-Concerns were raised by Councillors regarding the ongoing work at Heath House. The Chair confirmed that planning had referred these issues to the enforcement team.

Resolved-All agreed, The Clerk to send correspondence to the planning department was required to raise these concerns and an update and key contact from the enforcement team.

11.COUNCILLORS REPORTS

Commons Liaison Committee –Next meeting Tuesday 8th September at 2.00pm
Road Safety Committee-Cllr G Wilby attended and updated the Parish Council on the meeting.

PACTS Meeting – An Accident involving a Motor bike and Quad bike was brought to the Parish Councils attention.

National Coal Mining Museum-A letter has been received to thank the Parish Council for their recent donation.

The clerk to send a letter to the Coal Mining Museum to change the contact details.

Website

Considering items advised by the internal auditor to be added to the website, ensuring all items included within the small councils transparency code as advised by the Clerk.

The meeting dates to be added to the website and notice boards.

12.Correspondence

Councillors were presented with correspondence to consider.

13.Additional Matters/Items for the Next Agenda

Notice boards-To discuss further the type of notice boards required how many required and size.

Cllr Mills to obtain quotes for 3 A3 notice boards, with a consideration of installing to ensure best value.

A flower bed at Warmfield-It has come to the parish Councils attention that the flower beds at Warmfield are looking untidy.

Consideration was made to plant shrubs to ensure they look tidy and green all year round.

Fund raising group to be approached to oversee the planting of these areas.

Cllr Sanderson reported that the gate had been lifted off its hinges at the Community Centre. It has been monitored and has not happened again.

14.Date/Time of Next Meeting It was confirmed that there will be no meeting in August with the next meeting of the Parish Council to be held on **Wednesday 16th September 2015**, at the Community Centre, Kirkthorpe at 7.00 pm.

All Parishioners are welcome to attend