

**WARMFIELD – CUM – HEATH PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**  
**WEDNESDAY 16<sup>th</sup> May 2018**  
**AT**  
**THE COMMUNITY CENTRE, KIRKTHORPE**  
**7.00pm**

**018/518. PRESENT**

Present:-Cllr Fisher, Wilby J, Wilby G, Sanderson, Wood, Gueli, Smith, Vasey, Mills.  
Parish Clerk:-Julia Talbot  
District Councillors- Cllr Dagger, Cllr Blezard  
Public-2

**019/518. APOLOGIES.**

District Cllr Wassell.  
Apologies accepted by the Parish Council.

**020/518. DECLARATIONS OF INTEREST.**

Cllr Blezard (Planning)

**021/518.PUBLIC PARTICIPATION.**

Discussed was the grass cutting around the church, it has only had two cuts this year; the last cut left patches. A wedding on Saturday is taking place so need doing prior to this. **Clerk to action**

The renewing of the ground maintenance contract discussed, contract no further forward. Arrange a meeting with WMDC to discuss further. Send to District Cllrs.

**District Cllr**

Cllr Blezard successful at the elections.

Bollards to be added to the Heath in front of Cobblers Hall discussed.

Planning application in for Welbeck/extend the site as it is not full yet. For a further 7 years.

Common land from the WERR, has not been actioned. There are horses on the site. The wall needs to come down to add the land into the common...Papers still with planning as confirmed by WMDC Countryside admin.

Play areas discussed and the funding that is allocated. Email from WMDC discussed

Grant funding from District Cllrs discussed. Allocation of funds and amounts discussed.

Skips at the pond site Kirkthorpe discussed. Email sent to WMDC, Environment Agency issued the licence.Cllr J Wilby to take some photos of the site. It was discussed to contact the environment agency. The public raised concerns about the amount of Lorries and heavy plant going into the site. Send correspondence to planning also.

**022/518. MINUTES OF THE LAST MEETING.**

To consider the minutes of the last Parish Council meeting on Wednesday 18<sup>th</sup> April 2018.

**IT WAS RESOLVED-** the minutes of the meeting were a true accurate record and duly signed by the chair.

**023/518. COMMUNITY CENTRE.**

**a.To receive information relating to the proposed new community centre And funding options available and agree action.Cllr Mills/Gueli/Clerk.**

It was agreed at the last meeting to approach other community groups to set up a subcommittee to tackle the work.

Couple of volunteers have come forward to be on the subcommittee.

**b.To receive an update on the funding application for CCTV.**

Paperwork has now been completed now, funds not deposited in the bank.

**c.To consider the installation of the photos for the community centre.**

Handymen to install, Cllrs have drawn a map for the location of the photos.

**Clerk to action.**

**d.To consider the request from the theatre group.**

The theatre group has requested a show for family and friend, as a private event. All agreed that the theatre group could proceed with the show. Discussed was the stage requested.

**e.To receive information relating to the youth club.**

The clerk updated the meeting on the youth club.

Football box, the football team requested to move the box to another room and find a solution with the club for next season. A solution to be found outside. The parish Council requested that the box be moved from inside within two weeks.

**We have ants again in the kitchen. Check if there is any powder and buy some if not contact the cleaner to purchase and add when she is cleaning.**

**024/518. KIRKTHORPE PLAYING FIELDS.**

**To consider weekly inspections and agree any action required of the playing fields.**

The gate post is wobbly around the play area, it will need securing

The Gate has also dropped.

Ask handyman to do post at the gate in the children play area and also check the roof.

Cllr Gueli to speak to handyman regarding repairs on the roof.

**025/518.CLERKS REPORT.**

**To receive information relating to PAYE and payroll costs and agree action.**

The Clerk has contacted the company that do payroll; all information has been passed on. A new account for HMRC needs to be opened. Ongoing.

**026/518. FINANCE**

To Consider Account Balances & Authorisation of Cheques for Payment.

Payments to be approved	Payee	Cqno.	Amount	VAT
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Clerks Salary		360	£322.36	
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Clerks Expenses		361	£43.34	
Cleaner		362	£80.00	
PAYE April	HMRC	363	£17.80	
Parish Insurance	Zurich	364	£467.52	
PAYE April	Paylings	365	£60.00	£10.00

<b>Total</b>	£991.02
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<b>Bank Reconciliation</b>	
Opening Balance	6,033.97
Total Receipts	£6,630.00
Total Payments	£1,057.52
<b>Closing Balance</b>	<b>£11,606.45</b>

<b>Account Balances</b>	
Community Account	£11,606.45
Savings Account	£4,802.46
<b>Total</b>	<b>£16,408.91</b>

- Considered was adding money to the savings to ring fence for the New Community Centre.
- Unpresented cheque, cancel cheque sending a letter to the bank and add to the payment to next schedule for Cllr Gueli.
- Donate for the magazine £100 discussed it was agreed to add to next agenda to resolve spending.
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#### **027/518 TO COMPLETE THE ANNUAL RETURN 2017/18**

**a.To approve the Annual Governance Statement.** Completed

**b.To approve the accounting statements.** It was resolved to approve accounts and to be signed by the Chair and the Clerk.

**It was resolved to send the exempt certificate** for 2017/18 opting out of the external audit.

**c.To consider the internal auditors report 2016/17**

The Clerk presented the actions completed.

#### **028/518. PLANNING MATTERS**

**a.To Consider Planning Applications & Approval.**

##### **New Applications**

No new applications

##### **Pending applications**

- **18/00683/FUL**-Cobblers Hall (Rear of) Heath, Wakefield, WF1 5SN  
Single storey extension to the dwelling. **Awaiting Decision.**
- **17/03129/FUL**-New stables, Boundary Lane WF6 2JA-Retrospective application to provide an extension to an existing stables on existing private gypsy site. **Awaiting Decision**
- **17/03116/FUL**- New stables, Boundary Lane WF6 2JA-Retrospective application to provide additional building to provide additional dayroom facilities on existing private gypsy site. **Awaiting Decision.**
- **17/03033/FUL**- New stables, Boundary Lane WF6 2JA –Application to amend conditions 1 and 2 (to allow there to be other occupiers of the site) and variation of condition 3 (increase the number of caravans used for residential proposes from 1 to 5) from permission 13/02961/FUL (retrospective planning permission for no.1 travellers site.) **Awaiting Decision.(This is no longer showing on the Planning Portal)Response from planning :-**  
This application was invalidated when; upon further progression of the application it was clear that it needed to be a fresh application for planning permission rather than an application for variation of condition.
- **18/00551/FUL**-Horse & Groom public house, Race end Heath WF1 5SG-  
Proposed conversion of existing public house & first floor flat into 6 flats.  
**Awaiting Decision**

18/00551/FUL-Planning update:-Response from WMDC Planning.

The applicant's agent has confirmed that the intention is to install a new drainage system on their own land. In terms of the matter of whether common land has been included within the red line boundary, the applicant's agent has confirmed that all the land shown within the site below. I understand he will be sending me a copy of the title deed plans to verify this.

#### **029/518.TO CONSIDER INFORMATION RELATING TO LIGHTING FOR THE COMMUNITY CENTRE AND AGREE ACTION.**

Awaiting funds before proceeding.

#### **030/518.TO CONSIDER MATTERS RELATING TO HEATH AND AGREE ACTION.**

##### **a.To consider the adding bollards on the corner of Cobbler Hall.**

The Clerk met with WMDC and they have confirmed they will add bollards to the corner of Cobblers Hall towards the main road.

##### **b.To consider the adding of signage to restrict parking.**

Public rights of way team at WMDC are dealing with the matter, they are going to liaise with the Clerk to get a quote and to agree wording. Ongoing.

#### **031/518 TO RECEIVE AN UPDATE REGARDING GDPR AND AGREE ANY ACTION.**

The Clerk updated the meeting of the updated information on a DPO; a data audit will be completed for the next meeting.

#### **032/518 COUNCILLORS REPORTS**

- a. National Coal Mining Museum – **Cllr G Wilby.**
- b. Website **Cllr Sanderson. No updates**
- c. Transport rally meeting date postpone until update proposed /July
- d. Easter fair update. The work has been carried out on Heath

**033/518. TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.**

Correspondence received by post and email were presented at the meeting to consider.

- Resident-regarding Fly tipping at rear of Kirkthorpe Ave-**To receive information.**
- YLCA-Consultation paper - Unauthorised development and encampments. **To consider.**
- YLCA-Revision to NALC'S Model Standing Orders. **To consider.**
- WMDC-The Town and Parish Council Liaison Group meeting dates.

West Yorkshire Police-Fortnightly Neighbourhood Newsletter

**034/518. ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA.**

**To consider any minor matters and items for the next agenda.**

- Accident on the A655/flowers/street scene to remove the flowers. Hardcore has been added to the lane where bollards used to be. You can't get through the road. Contact Dave WMDC country side admin regarding the footpath accessible.
- Accident at Kirkthorpe discussed.
- Restoration of the Play area to be to put on hold, as we wish to proceed with a new community centre. Send to District Cllr to confirm.
- Waste bin at Lay-by Kirkthorpe/My account check.
- Repair of the stocks
- Kite festival insurance details for WMDC.

**035/518. DATE/TIME OF NEXT MEETING**

The next meeting of the Parish Council will held on **Wednesday 20<sup>th</sup> June 2018.**