

**WARMSFIELD – CUM – HEATH PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**  
**WEDNESDAY 19<sup>TH</sup> SEPTEMBER 2018**  
**AT**  
**THE COMMUNITY CENTRE, KIRKTHORPE**  
**7.00pm**

**072/918. PRESENT**

Present:-Cllr Fisher, Wilby J, Wilby G, Wood, Smith, Vasey, Mills, Sanderson.

Parish Clerk:-Julia Talbot

District Councillors- District Cllrs Dagger, Wassell

Public-0

**073/918. APOLOGIES.**

Apologies accepted by the Parish Council.

District Cllr Blezard, Parish Councillor Gueli.

**074/918. DECLARATIONS OF INTEREST.**

Cllr Mills (Planning) Cllr Sanderson (Finance) Cllr Wassell (Planning)

**075/918.PUBLIC PARTICIPATION.**

**District Cllrs**

- Red Lane, this is classed as a highway; WMDC Highways have confirmed they have a plan to reinstated the lane. The chair has requested the PC to be updated on the situation. The Chair requested what the specification will be once the work has been completed and a time scale for completion. Other matters considered were the gate and the accessibility once reinstatement is completed.
- Coppicing of willow land at City Fields
- Empty Property - Adjacent to the former Pineapple Pub on the A655.Cllr Dagger confirmed that WMDC have confirmed a building inspection will be carried out on a regular basis.Cllr Dagger to keep the PC updated.
- Railway cutting/fishponds Kirkthorpe Lane - the environment agency have confirmed that the site has not been inspected. .The Planning application was passed as fish ponds and development. Concerns rose that it is being used as a tip. The site has an U1 exception which is the use of suitable waste in construction.  
It was agreed that Cllr J Wilby to report to the environment agency. Residents can contact the environment agency on their free phone number to raise any concerns.
- Cllr Smith raised a new planning application and the notification of residents to comment on the planning application.
- Playground inspection discussed WMDC are responsible.
- Cllr Wassell raised the damaged beacon and consideration to restore.

- Cllr Vasey raised whether WMDC have a policy on dog walkers, this was raised at the commons liaison meeting.
- Business and insurance concerns.
- Guidelines to how many dogs can be walked at one time. More control required for the use of the Heath for dog training events.
- Taxi drivers that are licensed for the area and out of the area discussed.

### **076/918. MINUTES OF THE LAST MEETING.**

To consider the minutes of the last Parish Council meeting on Wednesday 18<sup>th</sup> July 2018.**Errors noted**

**IT WAS RESOLVED-** Minutes to be amended and sent to all to be approved at the next Parish Council meeting.

### **077/918. COMMUNITY CENTRE.**

#### **1- To receive information relating to the proposed new community centre and the forming of a subcommittee and agree action.Cllr Mills/Gueli/Clerk.**

Cllr Mills updated the meeting on charitable trusts for the funding of the new community centre. Community engagement would be required to proceed, a questionnaire to every household to establish whether the community want a new community centre and further information to be added to the leaflet to set up and elect a committee.

Cllr Mills has completed a constitution and this will state that the committee will hand the Community Centre to the PC once completed and a management committee would be required to run the centre when it is completed.

Content of the questionnaire considered.

- Confirm a meeting to elect members.
- Simple questionnaire.
- Chair to compile a questionnaire before the next meeting.
- Cllr Mills has arranged an event to help to fund project. To be donated to the PC until the committee is set up and a bank account is in place.

#### **2-To receive information relating to the committee status for the Community centre. Clerk.**

The clerk explained the advice send by YLCA, The Parish Council has the power under local government act 1972 section miscellaneous provisions. The PC has the power to provide and furnish community buildings for the use of clubs and recreation activities. The council can appoint sub committees to undertake tasks although they may have designated tasks, however any designated funds will be council funds under audit. If the PC decides to become a trustee of charity status it can become a sole trustee and set up a committee to pursuant charity status. The committee will then be responsible for the management and will require a separate bank account and the funds will not be connected to the Parish Council.

#### **3-To receive an update on the maintenance jobs.**

The Handyman has completed jobs, including the roof and the door.

#### **5.4-To consider a request from the Youth Club.**

A request from the youth club to use the community centre on Fridays 4-5 pm to prepare for a show for the community. The Parish Council offered hire at a reduced rate.

Repairs to floor discussed, Cllr Mills to inspect and report back to the next meeting

**078/918. KIRKTHORPE PLAYING FIELDS.**

**To consider weekly inspections and agree any action required of the playing fields.** Nothing to report.

**To receive information relating to the play area.**

The clerk confirmed Inspections carried out by WMDC, large pieces of wood from the seat have now been removed.

- The entrance gate at the playing fields discussed, considered was to adding a chain; The PC agreed to repair if we can't repair then replace with a new gate, two farmers gates to meet in the middle with facility to add a padlock.
- Quotes required to Supplies gate and fit. **Clerk to action for the next meeting.**

**079/918.CLERKS REPORT.**

**1.To receive an update relating to the bank mandate.**

Nothing to report.

**2-To receive an update on the grounds maintenance contract.**

Nothing to report

**3 –To receive information regarding the first aid courses.**

First aid courses discussed, cost and content for each course, defibrillators Considered. All agreed to two sessions, available dates of sessions considered and the publicising of the event. Clerk to ask for max numbers required to run the course, available dates. Annual event considered. All agreed for Clerk to confirm dates and cost with a proposal to book for November .

**080/918. FINANCE**

To Consider Account Balances & Authorisation of Cheques for Payment.

<b>Payments to be approved</b>	<b>Payee</b>	<b>Cq no.</b>	<b>Amount</b>	<b>VAT</b>
Clerks Salary		387	£330.80	
Clerks Expenses		388	£80.58	
Cleaner		389	£80.00	
PAYE Sept	HMRC	393	£19.60	
Website costs	RMS	390	£199.00	
	Calder			
CCTV CC	Security	391	£2,112.00	£352.00
Payroll costs	Paylings	392	£60.00	£10.00
	Yorkshire			
Water rates cc	Water	394	£34.17	

<b>Total September</b>	<b>£2,916.15</b>
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<b>Bank Reconciliation</b>	
Opening Balance	£11,505.92
Total Receipts	£0.00
Total Payments	£1,437.97
<b>Closing Balance</b>	<b>£10,067.95</b>

<b>Account Balances</b>	
Community Account	£10,067.95
Savings Account	£4,804.85
<b>Total</b>	<b>£14,872.80</b>

Cashbook amount	£10,067.95
Unpresented CQ	£0.00

## **081/918. PLANNING MATTERS**

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

- **18/01601/TCA**-Heath House Heath WF1 5SN-T1 Beech tree removal and replacement planting.
- **18/01724/FUL**-Manor House Cottage, Heath WF1 5SL-Erection of a single storey rear extension(Part retrospective)
- **18/01946/LBC**-Priests House, Heath WF1 5SN-Alterations comprising installation of a multi-fuel burner and associated works.
- **18/01915/FUL/LBC**-Cross Hills Farm, Goosehill Lane, Warmfield WF6 2JB- Alterations to extension to listed building and external alterations.
- **18/ 019910/FUL** 23 Warmfield Lane /double garage to be made into a two bedroom extension.( not on planning portal )notice for residents to see.)

**Discussed was over development.**

**PC to object to over development in the area due to the footprint that is larger.**

**Access restricted /in green belt area.**

### **Planning Decisions**

- **18/00551/FUL**-Horse & Groom public house, Race end Heath WF1 5SG- Proposed conversion of existing public house & first floor flat into 6 flats. **Approved.**
- **18/01633/TCA**-Old Hall Gardens Heath WF1 5SL-General maintenance to allow more light in and remove dead wood. **Approved.**

### **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.**

**082/918.TO RECIEVE AN UPDATE RELATING TO THE CCTV AT THE COMMUNITY CENTRE.**

The CCTV has been installed.

**083/918.TO CONSIDER MATTERS RELATING TO HEATH AND AGREE ACTION.**

**To receive an update from WMDC for use of the pole for the signage to restrict parking.** Ongoing.

**084/918 TO RECEIVE AN UPDATE REGARDING GDPR AND AGREE ANY ACTION.**

**1-To consider a privacy policy** Clerk to complete and add to the Cllr pack for the next meeting.

**2-To consider the record management policy and adopt.**

Some items not relevant to the Parish Council, to be removed from policy and sent out to all.

ICO registration, Clerk to register and add to the next payment schedule.

**085/918 13.TO CONSIDER THE RE INSTATEMENT OF RED LANE.**

See above public participation.

**086/918 COUNCILLORS REPORTS.**

**1-Commons liaison meeting –Cllr Vasey updated the meeting.**

Proposed were Leaflets to be added to the vehicles to restrict parking at Heath, the Parish Council to action. Dead end sign to be removed.

Extra land from WERR project discussed at the commons liaison meeting, it was agreed to leave the wall as it is part of the common.

**2-Welbeck Liaison Committee – Cllr G Wilby. 27/9/18**

**3-National Coal Mining Museum – Cllr G Wilby. No meeting.**

**4 –Website Cllr Sanderson. No action required.**

**5-Easter fair update.** -Follow up meeting to discuss the common and the reinstatement.

**087/918.TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.**

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

- YLCA- UPDATE TO THE NALC MODEL STANDING ORDERS.
- Rural bulletins.
- NALC newsletters
- West Yorkshire Police- Fortnightly Neighbourhood Policing Newsletter

- YLCA- White Rose Update August Edition
- YLCA- NATIONAL ASSOCIATION OF LOCAL COUNCILS – UPDATE TO THE GENERAL DATA PROTECTION REGULATION TOOLKIT.
- PCC Newsletter - September 2018.
- Country side Admin-Minutes and agenda.
- HS2- Meeting with Hs2 Ltd - Autumn 2018(17/10/18 at 6.00pm) **All agreed to a meeting prior to the next parish Council meeting.**

**088/918. ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA.**

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

- All agreed a donation of £50 for Poppy Wreath/Remembrance Day.
- Fly tipping on Goose Hill Lane. Clerk to report to countryside admin.
- Parking of horse box on grass verge /Kirkthorpe. Report to WMDC Highways.
- Hedge in the lay-by at Kirkthorpe Lane is full of rubbish.Anti social behaviour has been reported.Cllr Wilby reported to District Cllr Blezard.
- Parking in front of the ramp outside the Community Centre raised.
- Fly Tipping of asbestos on Willow Lane. To be report to WMDC

**089/918. DATE/TIME OF NEXT MEETING**

The next meeting of the Parish Council will held on **Wednesday 17<sup>th</sup> October 2018.**