

WARMFIELD – CUM – HEATH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY 21st OCTOBER 2020
VIA ZOOM
7.00pm

105/10/20. PRESENT

Present:-Cllrs Fisher (Chair), Vasey, Smith, Gueli, Wood, Wallis, Wilby J, Sanderson and Wilby G.

Parish Clerk:-Tracy Johnson

106/10/20. APOLOGIES.

District Cllrs Dagger and Blezard

Apologies accepted by the Parish Council.

107/10/20.DECLARATIONS OF INTEREST.

Cllr Sanderson – Cheque.

108/10/20.PUBLIC PARTICIPATION.

None. The Clerk has put a notice on the notice boards inviting anyone wishing to join to the next meeting via Zoom to contact the Clerk so that she can send them an invite.

109/10/20.MINUTES OF THE LAST MEETING.

To consider the minutes of the last Parish Council meeting on Wednesday 16th September 2020.

IT WAS RESOLVED- the minutes of the meeting were a true and accurate record and duly signed by Cllr Fisher. They were proposed by Cllr Wilby G and seconded by Cllr Wood.

110/10/20.ONGOING MATTERS.

a. To consider the Covid 19 situation within the Parish. Cllr Fisher advised that figures were going up, not just in Wakefield but everywhere. Cllr Wood advised that there was a scheme in place where anyone who had to self isolate could apply for loss of wages up to £500 per person. Cllr Wood would send a link to this and the Clerk would let people have details of this scheme.

b. To receive an update on the upgrade of the Website. Cllr Fisher said that the website didn't seem to have changed much. Cllr Sanderson said that this was still being updated. It was resolved that the Clerk should have access to put on current news updates and that it should conform with the auditors report. Cllr Fisher said it needed to have an introduction from the Parish rather than the Chairman. It was resolved that it needed more content and photos. Cllr Fisher would provide some photos of the Parish and Cllr Sanderson would take some photos of the Community Centre. Anyone who had any content to add should send this to Cllr Sanderson.

c. To receive an update on Altofts Football Club using the Kirkthorpe Playing Field and using the toilet facilities at the Community Centre. Altofts Football Club are now using the playing field to hold matches on a Sunday. It was discussed whether the Community Centre toilets could be opened yet for the football club to use. It was resolved that the toilets should not be opened yet. The football club had also asked if it would be possible to keep the line marking machine at the Community Centre. It was resolved that as there is no outside storage at the Community Centre that this couldn't be stored at the Community Centre.

- d. To receive an update on the roadway over Council Land. Cllr Dagger had forwarded an email from Wakefield Council. Someone from the Council had been out to have a look at this. The road is not onto the highway and formation onto the highway would need a planning application to be submitted.
- e. To consider the dog training event on Heath Common. There is a dog training session being run on Heath Common on a Sunday morning. This is an organised event which is advertised on Facebook. This has been raised with Wakefield Council before some time ago. There is also a group which fly model aeroplanes on Heath Common. It was resolved that the Clerk would contact Wakefield Council to see if they are aware of these events.
- f. To consider the replacement of the fire door and one way system at the Community Centre. A discussion took place as to whether we need to use the fire door and a one way system within the Community Centre. The risk assessment had identified that we don't have to use the fire door as there is only one pinch point in the corridor of the Community Centre and that a give way system should be in operation in this area. It was also resolved that face masks should be used within the Community Centre when moving around. It was resolved that the Fire Door is not for regular use.

111/10/20.COMMUNITY CENTRE

To consider the reopening of the Community Centre. The Clerk has now obtained some hand sanitisers and signage to be put up by the handy man to make the area Covid secure and then this will be reassessed at the next meeting.

112/10/20.KIRKTHORPE PLAYING FIELDS.

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

113/10/20.FINANCE

a. To consider the Account Balances & Authorisation of Cheques for October. The Clerk will ask Cllr Vasey and Smith to sign the cheques.

Warmfield Cum Heath Parish Council Payment Schedule October 2020

Payments to be approved	Payee	Cqno.	Amount	VAT
Clerks Salary	T.Johnson		£445.60	
PAYE	HMRC		£6.80	
Clerks Expenses	T.Johnson		£200.59	27.77
Cleaner	S.Cowan		£40.00	
Broadband costs	RMS		£431.76	
Poppy Wreath	British Legion.		£20.00	
Data Protection fee renewal	Info Commissioner		£40.00	
Electric CC	Npower	DD	£312.69	
Planning Webinar	YLCA		£22.50	
National Conference	SLCC		£30.00	£5.00
Grounds Maintenance	WMDC		£660.84	£132.16
Grounds Maintenance	WMDC		£116.54	£23.08
Total October			£2,327.32	

Bank Reconciliation	
Opening Balance	£19,142.64
Total Receipts	£7,630.00
Total Payments	£990.22
Closing Balance	£25,782.42

Account Balances	
Community Account	£25,782.42
Savings Account	£4,822.90
Total	£30,605.32

b. To receive an update on Online banking. The Clerk has been to the bank but there was nobody in the business team to speak to. The Clerk has prepared a letter which has been signed by the signatories and posted this to the bank. The Clerk still hasn't had a response from the bank.

c. To consider the finance projection to the year end. The Clerk has prepared a finance projection to the year and this has been sent to Cllrs before the meeting.

114/10/20.PLANNING MATTERS

New Planning Applications.

- **20/01949/FUL – Land at Crossley Street, New Sharlston** – Retrospective planning for use of land for keeping horses including stables. Case Officer: John Holmes. Comments Required by 14th October. **The Clerk has sent an email objecting to this application.**
- **20/01834/COUQ – Low Farm, Warmfield** – Conversion of agricultural building to form 5 dwellings. Case Officer: Matthew Aveyard. Comments Required by 14th October. **The Clerk has sent an email objecting to this application.**
- **20/01966 – FUL – Heathlands Site, Neil Fox Way, Wakefield** – Erection of 5 contemporary artworks. Case Officer: Ruth Thackray. Comments by 16th October.

Planning Decisions

The following planning decisions were discussed.

- **20/01189/FUL – 25 Elsicker Lane, Warmfield** – Erection of a single storey extension to the side. Case Officer: Joshua Turner. Comments Required by 24th August 2020.
- **20/01231/FUL – Yorkshire Scare Grounds, Scream Park, Hell Lane, Heath** – Proposed building for use as refreshment area (resubmission). Case Officer: John Holmes. Comments Required by 26th August 2020. **The Clerk has sent an email objecting to this application.**
- **20/01615/LBC - West Pavillion, Heath** – Conversion of the existing building from 2 self contained flats into a single dwelling including internal and external alterations. Case Officer: Adam Hirst. Comments Required by 4th September 2020.

- **20/01122/TCA – Heath House Stables, Heath** – Sycamores T1 and T2 – trim overhanging branches to dwelling no 2 (Orchard Barn). Case Officer: Matthew Stubbings. **Application Approved.**
- **20/01686/FUL – 36 Park Avenue, Kirkthorpe** – Single storey porch extension to front and first floor extension to side. Case Officer: Grant Johnson. Comments by 10th September 2020.
- **20/01619/CPL – West Pavillion, Heath** – Conversion of 2 flats into 1 dwelling house. Case Officer: Adam Hirst. Comments by 20th October 2020.

115/10/20.TO CONSIDER STAFFING MATTERS AND AGREE ACTION.

- The Clerk provided an update on the SLCC Virtual National Conference which she had attended from 12-16 October and said that she felt that the conference had been beneficial and had attended some useful sessions. The Clerk also informed Cllrs that she has passed Level 1 of her ILCA Qualification and is going to now complete Level 2 and 3.

116/10/20. TO CONSIDER MATTERS AS REQUESTED BY THE PARISH COUNCILLORS.

- None.

117/10/20.TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.

To Consider/Note: The Correspondence received since last meeting sent by email.

118/10/20.ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA

- It was noted that some trees have been cut down in the woods at the back of Old Hall Cottages. It was resolved that the Clerk would contact the Arbor Officer at Wakefield Council to look into this.
- It was noted that the bin in the layby from Heath to Kirkthorpe is still missing. It was resolved that the Clerk would chase this again with Wakefield Council.
- The issue of fly tipping was raised on Willow Lane. This seems to be a recurring problem. Wakefield Council have removed this several times now. There is also some rubbish mainly rubber containers on the other side of the bridge. It was resolved that the Clerk would report this again to Wakefield Council via My Account.
- It was noted that wing mirrors are being knocked off cars in Kirkthorpe. Cllr Fisher advised that this should be reported to the police.
- It was noted that the hedges on Kirkthorpe Lane and Boundary Lane need cutting back. The Clerk will contact Wakefield Council and ask for these to be cut back.
- Concerns were raised regarding the Kirkthorpe Playing Area. The steps to the slide are broken, there is broken glass and some of the fencing around the slide is broken and has large nails sticking out. There are no dogs allowed in the play area yet there is dog fouling in this area. It was resolved that the Clerk would contact Wakefield Council regarding the state of the playground and emphasise the concern for safety. The Clerk would also ask if No Dogs Allowed signs could be put up in the play area.

- Cllr Smith has organised a poppy wreath for Remembrance Sunday and asked who would like to lay the wreath. Guidelines would need to be followed and the wreath could be taken before or after the service. It was resolved that Cllr Wilby J would take the poppy wreath.
- It was noted that the Parish Council had not received a notice of the outcome of the appeal for the building on Boundary Lane. It was resolved that the Clerk would chase this.
- It was noted that the signs for Kirkthorpe and Heath had not been replaced. It was resolved that the Clerk would chase these.
- Cllr Vasey had attended the PACT meeting and advised that these are now being held via Skype for anyone wishing to attend.
- Cllr Wood mentioned that one of the residents at Kirkthorpe would like to plant some bedding plants and asked if there would be any objections to this. It was resolved that the Parish Council would need more information such as where these would be planted and what sort of containers would be used.
- Cllr Fisher raised concerns about the cherry trees at West View which appear to be rotting and are in close proximity to power lines. It was resolved that the Clerk would contact Wakefield Council and ask for someone to check these for safety.

119/10/20. DATE/TIME OF NEXT MEETING

It was resolved that the next meeting of the Parish Council would be held on **Wednesday 18th November 2020** at 7.00pm via Zoom.

The meeting closed at 9pm.