

**WARMFIELD – CUM – HEATH PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**  
**WEDNESDAY 18<sup>th</sup> MAY 2022**  
**AT 7.00PM**  
**AT THE COMMUNITY CENTRE, KIRKTHORPE**

**62/05/22. PRESENT**

Present:- Cllrs Wilby J (Vice Chair), Vasey, Gueli, Wood, Wallis, Sanderson and Wilby G.  
District Cllr Dagger, Medford and Owen  
1 Member of the Public  
Parish Clerk:-Tracy Johnson

**63/05/22. APOLOGIES.**

Cllr Fisher, Smith  
Apologies accepted by the Parish Council.

**64/05/22. DECLARATIONS OF INTEREST.**

None.

**65/05/22. PUBLIC PARTICIPATION.**

District Cllr Medford said she was looking into the fires at 61A Warmfield Lane and see what could be done about stopping these. District Cllr Dagger said that Wakefield Council have no powers to stop the illegal tipping and that it was the Environment Agency that were responsible for this. The Clerk has reported this to the Environment Agency and said she would email the reply to District Cllr Dagger for his information. It was resolved that the Clerk would email Yvette Cooper MP to see what else could be done. The Parish Council congratulated District Cllr Isobel Owen on her new appointment. District Cllr Owen said that there was a street PACT taking place shortly with Wakefield District Housing and the Police. The Licence has been granted for The List Festival at Yorkshire Scaregrounds. The tenants at the shop in Kirkthorpe are now on a tenancy at will and this can be terminated at any time by either party. District Cllr Dagger asked if the Parish Council would be interested in taking this on as a community asset and this would be discussed later in the meeting. Wakefield Council have given Northern Gas Networks permission to redirect the new gas main on Council land. The phone box at Heath is still ongoing and permission is needed from the landowner for the Parish Council to adopt this. The Clerk will see if contact can be made with the landowner. The Cart/Sheep Shed on Goosehill Lane has now been passed to the legal team at Wakefield Council as it is not being used for what planning permission was approved for. The Clerk asked District Cllr Dagger if there was any progress on the new playground at the Community Centre. District Cllr Dagger will look into this and let the Parish Council know. There is a concrete post at 61A Warmfield Lane which is unsafe and is leaning towards the road. District Cllr Dagger will report this to Highways. District Cllr Dagger advised that all new houses are now being built with charging points for vehicles but not all are being built with Solar panels.

**66/05/22. MINUTES OF THE LAST MEETING.**

To consider the minutes of the last Parish Council meeting on Wednesday, 20<sup>th</sup> April 2022. **IT WAS RESOLVED** that the minutes of the meeting were a true and accurate record and were duly signed by Cllr Fisher. They were proposed by Cllr Sanderson and seconded by Cllr Wallis.

### **67/05/22. ONGOING MATTERS.**

- a. To receive an update on the Traveller Site. There is no further update from the last meeting.
- b. To receive an update on the bungalow at the Boat Yard. The details for this application are unclear. It was resolved that the Clerk would email to clarify these details.
- c. To receive an update on 61A Warmfield Lane. This has been dealt with in Public Participation. It was resolved that the Clerk would send an email to Yvette Cooper MP.
- d. To receive an update on the missing bin by the Shop. An email had been received from Wakefield Council to say that there were enough bins in the area. It was resolved that the Clerk would email Wakefield Council and challenge this decision.
- e. To receive an update on the pay phone at Heath. This has already been dealt with in Public Participation. It was resolved that the Clerk would see if contact could be made with the landowner to see if they had any objections to the Parish Council adopting the pay phone.
- f. To receive an update on the List Festival. This has already been dealt with in Public Participation.
- g. To receive an update on the replacement of the Gas Pipe on Half Moon Lane. This has already been dealt with in Public Participation.
- h. To consider if the Parish Council would like to take the shop in Kirkthorpe as a community asset once the tenant has moved out. A discussion took place regarding this. It was resolved that the Parish Council and the community have not got the infrastructure to do this and it may be better to go back to a private residence and the Clerk would email District Cllr Dagger to notify him of this decision.
- i. To receive an update on the new Registration of Interest forms. The Clerk had received an email with a new Registration of Interests form attached which is to be used for any new forms going forward. It was resolved that Cllrs would use these new forms if there were any changes to be made to their forms.
- j. To consider the New Mayor of Normanton to open the Summer Fete being held at the Community Centre. It was resolved that this was fine for the New Mayor to open the Summer Fete.

### **68/05/22. COMMUNITY CENTRE**

To receive an update on the fire risk assessment for the Community Centre as recommended by the Landlord's Surveyor. The Clerk is awaiting a response from the insurance company to see if this has to be carried out by a qualified company. Cllr Sanderson will send the Parish Councillors a template that can be used for this purpose.

### **69/05/22. KIRKTHORPE PLAYING FIELDS.**

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

### **70/05/22. FINANCE**

- a. To consider the Account Balances & Authorisation of Cheques for May. It was resolved that the amounts below should be paid and that Cllr Vasey and Cllr Smith sign the cheques.

**Warmfield cum Heath Parish Council  
Payment Schedule May 2022**

<b>Payments to be approved</b>	<b>Payee</b>	<b>Cqno.</b>	<b>Amount</b>	<b>VAT</b>
Clerks Salary	T. Johnson	712	£478.83	
Clerks Expenses	T. Johnson	713	£53.20	
Cleaning and products	S.Cowan	714	£44.98	
Repairs to CC	S.Cowan	715	£30.00	
Church magazine donation	Kirkthorpe Church	716	£200.00	
Parish Insurance	Zurich Insurance	717	£497.86	
<b>Total</b>			<b>£1,304.87</b>	

<b>Bank Reconciliation</b>	<b>29th April 2022</b>
<b>Community Account</b>	
Opening Balance	1,183.69
Total Receipts	£15,906.00
Total Payments	£656.71
<b>Closing Balance</b>	<b>16,432.98</b>

<b>Account Balances</b>	
Community Account	16,432.98
Savings Account	£34,824.53
<b>Total</b>	<b>£51,257.51</b>

- b. To consider the Clerk's appraisal and pay review. It was resolved that this would be carried forward to the next meeting.
- c. To consider the appointment of the internal auditor. It was resolved that Diane Brown should carry out the internal auditor for this year.
- d. To consider the exemption of the external audit. It was resolved that the Parish Council should register itself as exempt from the external audit.
- e. To consider the Internal Controls document. The Clerk has emailed the Cllrs an Internal Controls document for their consideration.

**71/05/22. PLANNING MATTERS**

**New Planning Applications**

- **22/00474/FUL - Boat Yard, Heath, Wakefield ,WF1 5SN** - Alterations and extension of existing dayroom/ablutions block to form dwelling. To be occupied in connection with previously approved change of use of land application reference: 13/00390/FUL. **Deadline for Comments: 26<sup>th</sup> May 2022.** This application is unclear. It was resolved that the Clerk would email to clarify the details of this application.

### **Planning Decisions**

- **21/02716/FUL – Woodside, Heath, Wakefield, WF1 5SL** - Single storey side/rear extension, erection of dormers to front elevation and increase in dormer size to rear, erection of detached garage. **Split Decision on Application.** 14<sup>th</sup> April 2022.
- **21/02842/LBC - The Bothy, Heath Hall Farm, Heath, Wakefield, WF1 5SL** - Change of use of an existing Bothy to a two bedroom residential unit to include internal and external alterations and a single storey extension (amendments to approved application 16/03082/LBC). **Application Approved.** 7<sup>th</sup> April 2022.
- **22/00270/FUL - Old Hall Gardens, Heath, Wakefield, WF1 5SL** - Proposed first floor extension and internal alterations. **Application Approved.** 19<sup>th</sup> April 2022.
- **21/02841/FUL - The Bothy, Heath Hall Farm, Heath, Wakefield, WF1 5SL** - Change of use of an existing Bothy to a two bedroom residential unit to include internal and external alterations and a single storey extension the proposals are a variation on 16/03081/FUL and 16/03082/LBC **Application Approved.** 12<sup>th</sup> April 2022.

### **72/05/22. TO CONSIDER MATTERS AS REQUESTED BY THE PARISH COUNCILLORS.**

- None.

### **73/05/22. TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.**

To Consider/Note: The Correspondence received since last meeting sent by email. All correspondence has been sent by email.

### **74/05/22. ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA**

- Cllr Wallis informed the Parish Council that he will be away on holiday for the next meeting and wishes to put in his apologies.
- Cllr Wood informed the Parish Council that he will be away from 8<sup>th</sup> June and so will be unable to carry out the weekly inspections on the Playing Field.
- There has been no recent update on the caravan at the bottom on Marshall Hill. It was resolved that the Clerk would email to see if there was any further update on this.
- Cllr Sanderson is loaning the tables and chairs from the Community Centre and wanted to know when he would be able to pick these up. It was resolved that the Clerk would email the bingo ladies to see when they would be finished them and let Cllr Sanderson know.

### **75/05/22. DATE/TIME OF NEXT MEETING**

It was resolved that the next meeting of the Parish Council would be held on **Wednesday, 15<sup>th</sup> June 2022** at 7pm at the Community Centre.

The meeting closed at 8.15pm.