

**WARMSFIELD – CUM – HEATH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
THURSDAY, 23rd NOVEMBER 2023
AT 7.00PM
AT THE COMMUNITY CENTRE, KIRKTHORPE**

134/11/23. PRESENT

Present:- Cllrs Wilby J (Chair), Wallis, Vasey, Smith, Wood, Medford, Dunbavin and Wilby G.

Parish Clerk:-Tracy Johnson

135/11/23. APOLOGIES.

Cllr Sanderson and District Cllr Khan. Apologies were accepted by the Parish Council.

136/11/23. DECLARATIONS OF INTEREST.

None.

137/11/23. PUBLIC PARTICIPATION.

None.

138/11/23. MINUTES OF THE LAST MEETING.

To consider the minutes of the last Parish Council meeting on Wednesday, 18th October 2023.

IT WAS RESOLVED that the minutes of the meeting were a true and accurate record and were duly signed by Cllr Wilby J. They were proposed by Cllr Smith and seconded by Cllr Vasey.

139/11/23. ONGOING MATTERS.

- a. To receive an update on the Battery Storage Facility. A revised planning application has been submitted by Harmony Energy. These were posted on the Wakefield Council portal last night and the deadline for comments is Early January.
- b. To receive an update on the Traveller Site. This has been accepted on the Local Plan which is to be adopted on 23rd February.
- c. To receive an update on the signs at Heath. The Clerk has received a quote from a printing company in Ossett which has been sent to the Cllrs for consideration. It was resolved that the Clerk would go back to the printing company and ask them to send a sample of what these would be like.
- d. To receive an update on the Zebra crossing at Kirkthorpe. The gentleman who had been emailing the Clerk regarding the Zebra Crossing has now left Wakefield Council. It was resolved that the Clerk will email his replacement and ask if there is any further update.
- e. To receive an update on the fire blinds for the Community Centre. The Clerk has obtained a quote for these. It was resolved that the Clerk would email and ask for the fitting instructions for the blinds and if the handyman was able to fit them go ahead and order them.
- f. To receive an update on Community Events at the Community Centre. The Clerk has booked Traceys Bakes to cater for the Pensioners Christmas lunch at the Community Centre. It was resolved that the Parish Council will hold a meeting on Wednesday, 6th December at 7pm to consider the final arrangements for the lunch once the Clerk had a final number of attendees.
- g. To receive an update on events at Heath for 2024. The Clerk advised the Parish Council that the Kite Festival would be held on Sunday, 29th September. Heath Fest musical festival

is to be held on 15th & 16th June and is expected to be held over 2 days with up to 3,000 attendees per day. It was resolved that the Clerk would find out more information about this event for the next meeting.

h. To receive an update on the unauthorised construction at Warmfield. It was resolved that the Clerk would email the planning department and ask them to look into this. The original planning application 23/00070/DEXBN was for a garage but it is thought that this is being used as a separate dwelling. The original ancillary accommodation is not as planned and it is wondered whether the back of the property is permitted development. Also 18/01991/FUL – 23 Warmfield Lane, is thought to be being used as an Air B&B which was not on the original planning application.

i. To receive an update on the Ivy on the Water Tower at Heath. There is no further update from the last meeting.

j. To receive an update on the scaffolding at the Pineapple Gates, Old Hall Courtyard. There is no further update from the last meeting and the gentleman dealing with this at Wakefield Council is away until 27th November.

k. To receive an update on the pot holes on the road from Kirkthorpe to A655. These pot holes have now been filled in.

l. To receive an update on the site at Willow Lane. There are lots of lorries going in and out of the site and mud all over the road up to the roundabout and bypass. It is wondered whether there is a weight limit for lorries going to and from the site and also if they are in breach of the original planning application as it seems all of the site is being filled in. The original planning application is 13/03500/FUL. It was resolved that the Clerk would email planning regarding this application.

m. To consider the Royal Garden Party 2024. It was resolved that the Clerk would send an email nominating Cllr Wallis. Cllr Wallis has spent 12 years previously as the Clerk and is now a valued member of the Parish Council.

n. To receive an update on potential sites for public electric vehicle charging infrastructure. The Clerk said a resident had wondered whether the Kings Arms might be a suitable place for an electric vehicle charging point. It was resolved that this would not be a suitable place.

o. To receive an update on the Christmas lights at the Community Centre. Wakefield Council have now put the Christmas lights on the tree at the Community Centre and residents in the Community have made comments on how lovely they look.

p. To receive an update on the Salt Provision for 2023/24 and to consider purchasing grit bins for the Parish. The salt provision for 2023/24 has now been delivered to the Community Centre. It was felt that grit bins were available where they were needed. It was resolved that Cllr Vasey would ask Wakefield Council to replenish the grit bin on Half Moon Lane.

q. To consider the purchase of No Dogs Allowed signs at the Community Centre. It was resolved that the Clerk would get some figures for these signs

r. To receive an update on the barbed wire at Half Moon Woods. Most of this has now been removed but there is still some on the ground. It was resolved that it would be a good idea if anyone was walking past if they could take photographs so that an exact location can be emailed to Wakefield Council.

s. To receive an update on quads and mopeds on the Ashfield Circular. The Clerk has emailed Countryside to ask if any barriers could be put up but unfortunately due to access being needed by other users as well pedestrians they are unable to put up any barriers. It was resolved that this would be brought up at the next PACT meeting.

t. To receive an update on Children throwing stones at cars at Heath. This is an ongoing matter. It was resolved that this would be brought up at the next PACT meeting.

u. To receive an update on 61a Warmfield Lane. Building work is still going on at 61a Warmfield Lane. This has been reported to Wakefield Council several times.

140/11 /23. COMMUNITY CENTRE

- a. To consider the Hire Agreements for the Community Centre. It was resolved that this matter would be carried forward to the meeting in January when all Cllrs were in attendance.
- b. To receive an update on the Children’s Halloween Party at the Community Centre. This was a great success and enjoyed by everyone who attended.
- c. To receive an update on Mess Around West Yorkshire and consider a regular monthly booking. It was resolved that this would be considered at the meeting in January once the hire agreements have been considered.
- d. To consider a regular booking for Little Leaners Play Group. It was resolved that the Clerk would get more information on this for the next meeting in January.
- e. To consider new radiator or radiators for the Community Centre. It was resolved that the Clerk would contact the electrician and ask him to fit a new radiator at the Community Centre.

141/11/23. KIRKTHORPE PLAYING FIELDS.

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

142/11/23. FINANCE

- a. To consider the Account Balances & Authorisation of Cheques for November and December. 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 November and December 2023 Payment Schedule

Payments to be approved	Payee	Cqno.	Amount	VAT
Clerks Salary	T.Johnson	840	£575.46	
Clerks Back Pay	T.Johnson	841	£343.40	
Clerks Expenses	T.Johnson	842	£65.40	
Cleaner & Cleaning Products	S.Cowan	843	£53.64	
Repairs to CC	S.Cowan	844	£25.00	
Church Magazine Donation	St. Peters Church	845	£100.00	
Fire Blind for CC	Direct Fabrics	846	£197.83	
New wall heater for CC	A. Norbury	847	£248.98	
Total November			£1,609.71	
Clerks Salary	T.Johnson	848	575.46	
Clerks Expenses	T.Johnson	849	£15.00	
Cleaner	S.Cowan	850	£40.00	
Repairs to CC	S.Cowan	851	£65.00	
Total December			£695.46	

Bank Reconciliation as at 30 October 2023	
Opening Balance	£8,196.14
Total Receipts	£60.00
Total Payments	£1,637.47
Closing Balance	£6,618.67

Account Balances	
Community Account	£6,618.67
Savings Account	£29,034.46
Total	£35,653.13

- b. To consider the Barclays Bank change of mandate forms for signature. It was resolved that the forms should amended and signed to add the New Chair (Cllr Wilby J) to the mandate forms.
- c. To consider the Clerk attending the YLCA Finance and Budgeting Webinar. It was resolved that the Clerk should attend the YLCA Finance and Budgeting Webinar.
- d. To consider the Clerks’ Salary Increase and Back Pay from 1st April 2023. It was resolved that the Clerks’ Salary Increase and Back Pay should be agreed

143/11/23. PLANNING MATTERS

New Planning Applications

- None.

Planning Decisions

- 23/01253/FUL – Kirkthorpe Hall, Half Moon Lane, Kirkthorpe, Wakefield - Proposal to split Kirkthorpe Hall into two properties. Application Approved. 16/10/23.
- 23/01159/LBC - Kirkthorpe Hall, Half Moon Lane, Kirkthorpe, Wakefield - Proposal to split Kirkthorpe Hall into two properties - no external alterations, internal alterations comprise 2 x partition walls. Application Approved. 16/10/23.

144/11/23. STAFF MATTERS

- To consider the Clerk gaining the Certificate in Local Council Administration (CILCA) qualification or the Introduction to Local Council Administration (ILCA) to CILCA qualification. It was resolved that the Clerk should register for the ILCA to CILA qualification.

145/11/23. TO CONSIDER MATTERS AS REQUESTED BY THE PARISH COUNCILLORS.

- None.

146/11/23. TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.

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

- Email regarding Consultation on Ward Boundaries – Deadline for Comments 29th January 2024.
- Email from West Yorkshire Combined Authority regarding Bus Reform – Deadline for Comments 7th January 2024.
- Email regarding Local Plan 2036 Inspectors Final Report.

147/11/23. ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA

- None.

148/11/23. DATE/TIME OF NEXT MEETING

It was resolved that the next meeting of the Parish Council would be held on **Wednesday, 17th January 2023** at 7pm at the Community Centre.

The meeting closed at 9.10pm.