

**WARMSFIELD – CUM – HEATH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY, 20th MARCH 2024
AT 7.00PM
AT THE COMMUNITY CENTRE, KIRKTHORPE**

031/03/24. PRESENT

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

Parish Clerk:-Tracy Johnson

032/03/24. APOLOGIES.

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

033/03/24. DECLARATIONS OF INTEREST.

None.

034/03/24. PUBLIC PARTICIPATION.

None.

035/03/24. MINUTES OF THE LAST MEETING.

To consider the minutes of the last Parish Council meeting on Tuesday, 20th February 2024. **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 Vasey and seconded by Cllr Smith.

036/03/24. ONGOING MATTERS.

- a. To receive an update on the Battery Storage Facility. The agricultural trenching should be finished by the end of the month and Cllr Dunbavin will then draft an objection to the revised application from Harmony Energy on behalf of the Parish Council and Heath Residents Association.
- b. To receive an update on the Traveller Site. There has been no update since the last meeting.
- c. To receive an update on the signs at Heath. The Clerk asked Cllr Medford if there was any update on whether funding is available from Wakefield Council for these signs. It was resolved that the Clerk would find out what material these signs were and how much cast iron signs would be and update the Parish Council with this information.
- d. To receive an update on the Zebra crossing or calming measures at Kirkthorpe. A consultation with the residents in Kirkthorpe should be taking place shortly.
- e. To receive an update on the site at Willow Lane. The Clerk has emailed planning regarding this application with concerns on behalf of the Parish Council. It was resolved that the Clerk would email planning again to chase this matter up and ask for someone from planning to meet one of the Cllrs at the site to discuss this and that the Clerk would also send the email to Cllr Medford and Cllr Dunbavin.
- f. To consider residents' concerns about work being done at Highcroft at Heath. There have been concerns raised by residents at Heath regarding the amount of activity at Highcroft. The Clerk and Cllr Smith have visited the site and didn't see anything of concern. It was resolved that nothing else should be done for the moment.
- g. To receive an update on the potholes in front of Cobblers Hall and Veranda Cottage. The Clerk has emailed Customer Services, Street Scene and Highways regarding these and asked

for them to be repaired. The repairs to the potholes at Veranda Cottage have now been completed. It was resolved that the Clerk would email again regarding the potholes at Cobblers Hall.

h. To receive an update on vehicles parking on the junction of Boundary Lane. The Clerk has emailed Wakefield Council with concerns from the Parish Council regarding this as it feels that this has become a real problem lately and is very dangerous as it makes visibility poor when pulling out at the junction. A response has been received from Wakefield Council to say that as it is a Highway Obstruction it should be reported to the Police. It was resolved that the Clerk would report this to the police to see if anything could be done and see if a Traffic Regulation Order could be obtained and also invite them to attend our Parish Council meetings like they used to do.

i. To consider ways of communicating between meetings. A discussion took place regarding the best way of communicating between meetings if something urgent came up and needed a response before the next meeting. It was resolved that the Clerk would send an email but would also send a Whatsapp message to say that an email needed actioning and would specify that a Response was Needed.

j. To consider the Parish Council paying for the licence fee for the Car Rally at Heath. The Clerk has been asked if the Parish Council would be willing to pay the licence fee for the Car Rally at Heath this year. It was resolved that if it was for charity or non profit making that the Parish Council would pay for it and therefore the Clerk would go back to the organiser of the event to say that the Parish Council would pay for the licence and ask them to send the invoice direct to the Parish Council for payment to be made.

037/03/24. COMMUNITY CENTRE

a. To receive an update on repairs to the Community Centre. The Clerk has asked the handyman to look to see if repairs are needed to the outside wall and roof. It was resolved that the Clerk would also ask the handyman to see if any work needed to be done on the membrane on the guttering.

b. To receive an update on Normanton Pro Stars using the Community Centre and Playing Field. The Clerk has been back to the organiser for the football team and is awaiting him coming back to her with details of how often they are wanting to use the Centre for and how long for each time so that the Parish Council can consider and agree a fee for hiring the Centre.

c. To consider Community Centre being cleaned once a week instead of once a fortnight. The Clerk said that the Community Centre isn't always as clean as it should be and wondered whether it was a good idea to ask the Cleaner to go back to cleaning once a week. It was resolved that while it is not being used much once a fortnight was sufficient and that the Clerk would put up signs in the toilets to ask that these should be left as found and that if there were any problems the Clerk should be contacted.

038/03/24. KIRKTHORPE PLAYING FIELDS.

a. To consider weekly inspections and agree any action required in respect of the playing fields. The notice board needs to be cleaned and the flood light at the back of the Centre is not working. It was resolved that the Clerk would ask the handyman to clean the noticeboard and the electrician to fix the flood light.

039/03/24. FINANCE

a. To consider the Account Balances & Authorisation of Cheques for March. It was resolved that the amounts below should be paid and that Cllr Vasey and Cllr Smith sign the cheques. It was also resolved that the Clerk would send the list of payments with the agenda so that

Cllrs had more time to consider the payments to be made. It was also resolved that the Clerk would send an update meter reading to EON.

**Warmfield cum Heath Parish Council
March 2024 Payment Schedule**

Payments to be approved	Payee	Cqno.	Amount	VAT
Clerks Salary	T.Johnson	931	£575.46	
Clerks Expenses	T.Johnson	932	£75.85	
Cleaner	S.Cowan	933	£40.00	
Electrical fault at CC	A.Norbury	934	£125.00	
Electric	E.ON Next	DD	£356.66	
Total March			£1,172.97	

Bank Reconciliation as at 28 February 2024	
Opening Balance	2,957.36
Total Receipts	£0.00
Total Payments	£1,272.01
Closing Balance	£1,685.35

Account Balances	
Community Account	£1,685.35
Savings Account	£29,135.56
Total	£30,820.91

b. To consider the appointment of the internal auditor. The Clerk has emailed 4 internal auditors for quotes to carry out the audit. One has not responded, one is unable to carry out the audit due to their workload, one quote has already come back for £300 and she is awaiting one other quote. It was resolved that if both quotes were similar then the Clerk could instruct either one of them to carry out the audit on behalf of the Parish Council.

040/03/24. PLANNING MATTERS

New Planning Applications

- **24/00217/FUL – 15 Elsicker Lane, Warmfield, Wakefield, WF1 5TW** - Proposed 2 storey extension to the side of 15 Elsicker Lane Normanton. **Deadline for comments: 25th April 2024.** This planning application has only just been sent on the weekly planning list to the Clerk and Cllrs haven't had a chance to view the online

application yet. It was therefore resolved that as the deadline for comments is after the next Parish Council meeting that this should be carried forward onto the agenda for the meeting in April.

- **24/00373/FUL – Goosehill Cottage, Goosehill Lane, Warmfield, WF6 2JB - DEMOLITION OF EXISTING DWELLING AND CONSTRUCTION OF REPLACEMENT DWELLING. Deadline for Comments: 25th April 2024.** This planning application has only just been sent on the weekly planning list to the Clerk and Cllrs haven't had a chance to view the online application yet. It was therefore resolved that as the deadline for comments is after the next Parish Council meeting that this should be carried forward onto the agenda for the meeting in April.

Planning Decisions

- **23/02345/FUL - 11 Old Hall Courtyard, Heath, Wakefield, WF1 5SL - Demolition of existing conservatory and erection of replacement single storey extension – Application Approved.**

041/03/24. TO CONSIDER MATTERS AS REQUESTED BY THE PARISH COUNCILLORS.

- None.

042/03/24. TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.

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

043/03/24. ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA

- The roundabouts leaving the village need cleaning as the Black and White marks cannot be seen. It was resolved that Cllr Medford would email Wakefield Council regarding this.
- The pavement from Woodlands View to St Peters Church is overgrown and dangerous as pedestrians are having to walk on the road. It was resolved that Cllr Medford would email Wakefield Council regarding this.
- Water is running down Half Moon and onto the Road. It was resolved that Cllr Medford would email Wakefield Council regarding this.
- Concerns were raised regarding mud on the road going through Kirkthorpe. It was resolved that Cllr Medford would email Wakefield Council regarding this.
- There is lots of rubbish at Viz Biz which needs clearing up. It was resolved that the Clerk would write to the owner and ask if this could be tidied up.
- There have been several large loose dogs running through Kirkthorpe and Warmfield. It was resolved that Cllr Medford and Cllr Wilby J would email Wakefield Council regarding this.

044/03/24. DATE/TIME OF NEXT MEETING

It was resolved that the next meeting of the Parish Council would be held on **Wednesday, 17th April 2024** at 7pm at the Community Centre.

The meeting closed at 9pm.

