

**WARMFIELD – CUM – HEATH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY, 15th MAY 2024
AT 7.00PM
AT THE COMMUNITY CENTRE, KIRKTHORPE**

064/05/24. PRESENT

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

District Cllr Khan and District Cllr Wilton.

Parish Clerk:-Tracy Johnson

065/05/24. APOLOGIES.

None.

066/05/24. DECLARATIONS OF INTEREST.

Cllr Dunbavin – Item 5.10.

067/05/24. PUBLIC PARTICIPATION.

Some residents had spoken to Cllrs regarding the increase in the Precept for this year. It was resolved that the Clerk would put together some figures so that residents could see the actual increase in pounds rather than a percentage. An email has been sent regarding the traffic calming measures for Kirkthorpe as there has been a slight change in the plans. The traffic calming measures should be going to public consultation within the next few weeks, the Clerk has emailed to ask if all residents in Kirkthorpe could be consulted on this. The Parish Council congratulated Julie Medford on her re-election as District Councillor and Daniel Wilton on this election as District Councillor. The train service running from Plymouth to Edinburgh is no longer going to stop to pick up passengers in Wakefield. District Cllr Khan said he would bring this up with the transport committee at their next meeting. The lorries coming and going from the site at Willow Lane are still causing an issue and there was a serious accident on the bend at the top of Marshall Hill. District Cllr Medford said she would chase this up with Wakefield Council.

068/05/24. MINUTES OF THE LAST MEETING.

To consider the minutes of the last Parish Council meeting on Wednesday, 17th April 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 Sanderson and seconded by Cllr Wallis.

069/05/24. ONGOING MATTERS.

a. To receive an update on the Battery Storage Facility. Cllr Dunbavin informed the Parish Council that a Heritage Report had been done on behalf of Heath Residents Association of the area where the Battery Storage Facility was proposed. Cllr Dunbavin had prepared an objection on behalf of the Parish Council which had been sent to the Clerk and the Clerk had sent this to the other Parish Councillors for the consideration and comments. It was resolved that this objection should be sent by the Clerk on behalf of the Parish Council.

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 for Heath and Kirkthorpe. The Clerk has been in touch with the company who had sent the quote for the signs. They do not do cast or cast iron signs

but said that they have some signs at their office if anyone wanted to go and have a look at them. Cllr Dunbavin is in Ossett next week. It was resolved that Cllr Dunbavin would visit the office to have a look at the signs and report back to the Parish Council.

d. To receive an update on the Zebra crossing or traffic calming at Kirkthorpe. This had already been dealt with in Public Participation.

e. To receive an update on the site at Willow Lane. The Clerk has emailed Wakefield Council regarding this and has now received a response which has been forwarded to the Parish Councillors. It was resolved that Cllr Medford would follow this email up as the Parish Council were not satisfied with the response received.

f. To receive an update on vehicles parking on the junction of Boundary Lane. Cllr Medford had brought this up at the recent PACT meeting. It was resolved that the Clerk would email again regarding this but in the meantime if anyone could get any photos that would be really useful so these could be sent on.

g. To receive an update on the clean up of Roundabouts. It was resolved that Cllr Medford would email Wakefield Council again and ask for these to be cleaned up.

h. To receive an update on the pavement from Woodland Avenue to St Peters Church. This has still not been done and needs clearing as it is on the bend. It was resolved that Cllr Medford would chase this up with Wakefield Council.

i. To receive an update on the shed at Blacksmith's Cottage. An acknowledgement letter has been received from Wakefield Council.

j. To consider the access road to Sycamore House. Cllr Dunbavin has declared an interest in this item and left the room while this was being discussed. An acknowledgement letter has been received from Wakefield Council. It is believed that the owner has put in a retrospective planning application for this. Cllr Dunbavin came back to the meeting once this item had been discussed.

k. To receive an update on the broken gate from the car park onto Heath Common. The Clerk has spoken to Countryside regarding this. Heath Residents Association have also been in touch with Countryside regarding this and asked for this to be repaired as a matter of urgency as unauthorised vehicles have been driving onto the common and causing damage.

l. To receive an update on the Plough Public House at Warmfield. An acknowledgement letter has been received by Wakefield Council.

070/05/24. COMMUNITY CENTRE

a. To receive an update on repairs to the Community Centre. There is no update since the last meeting.

b. To receive an update on Normanton Pro Stars using the Community Centre and Playing Field. The Clerk is still waiting for an email from the organisers of the football team so that a charge can be agreed for use of the Community Centre. It was resolved that the Clerk would email the organisers before the next meeting.

071/05/24. KIRKTHORPE PLAYING FIELDS.

a. To consider weekly inspections and agree any action required in respect of the playing fields. There is a patch by the gate where the soil is sparse. It was resolved that the Clerk would email Wakefield Council to see if some soil could be put by the gate and also a big padlock would be put on the large gate and a stronger spring on the little gate.

b. To receive an update on the damage to the Playing Field. The Clerk has been in touch with Wakefield Council regarding this and they said that they would make good the playing field. It was resolved that the Clerk would chase this up with Wakefield Council as this has not been done yet.

072/05/24. 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
May Payment Schedule**

Payments to be approved	Payee	Cqno.	Amount	VAT
Clerks Salary	T.Johnson	946	£575.46	
Clerks Expenses	T.Johnson	947	£40.20	
Cleaner and Products	S.Cowan	948	£40.00	
Repairs to CC	S.Cowan	949	£25.00	
Total			£680.66	

Bank Reconciliation - 29 April 2024	
Opening Balance	2,672.01
Total Receipts	23,825.00
Total Payments	621.96
Closing Balance	25,875.05

Account Balances	
Community Account	25,875.05
Savings Account	£29,244.52
Total	£55,119.57

b. To consider exemption from an intermediate review. The internal audit is taking place on 28th May 2024. It was resolved that the Parish Council would file the exemption form from an intermediate review on the AGAR.

c. To consider the updated Standing Orders, Financial Regulations, Financial Internal Controls and Risk Assessment documents. These documents have been email to the Parish Councillors before the meeting. It was resolved that the Clerk would send one of these documents every couple of months for the Parish Councillors to review and approve. It was also resolved that Cllr Vasey and the Clerk would get together to review the Clerks contract of employment.

d. To receive an update on the fine from the Pensions Regulator. The Clerk has received a letter and fine from the Pensions Regulator to say that the declarations have not been filled in and returned to them. The Clerk rang the Pensions Regulator and advised that she had not received any correspondence regarding this and they have been sending it to a company who used to do the payroll for the Parish Council. The Pensions Regulator have waived the fine in these circumstances and the Clerk will fill in the form with the help of Cllr Vasey. The Clerk

has also received another fine from HMRC for late filing of PAYE returns. It was resolved that the Clerk would appeal this fine.

073/05/24. PLANNING MATTERS

New Planning Applications

- **24/00542/FUL – Feathers Field, Wakefield Road, Warmfield, WF1 5TR –** Hardstanding areas to facilitate the agricultural use of the land (Retrospective) and siting of a touring caravan to provide agricultural workers accommodation for a temporary three-year period. **Deadline for Comments: 23rd May 2024.** It was resolved that the Clerk would email an objection to this planning application on behalf of the Parish Council.

Planning Decisions

- None.

074/05/24. TO CONSIDER MATTERS AS REQUESTED BY THE PARISH COUNCILLORS.

- None.

075/05/24. TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.

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

076/05/24. ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA

- A discussion took place regarding Highcroft at Heath. Residents are still concerned that there is lots of activity at the property. It was resolved that the Clerk would email enforcement to look into this.
- A new bin is needed at the end of footpath No 4. It was resolved that the Clerk would email and ask for another bin to be provided.
- The heritage report which has been done on behalf of Heath Residents in regards to the Battery Storage Facility has cost £2,380. The Parish Council would like to make a contribution towards this. It was resolved that the Clerk would liaise with Heath Residents Association and would add this item to the agenda to be considered at the next meeting.
- The organisers of the Summer Fayre are asking for donations for prizes for the event. It was resolved that the Parish Council would make a donation of £100 for this event.
- The Christmas lunch was discussed for this year and the Parish Council would like to put this event on again this year. It was resolved that the Clerk would put this on the agenda for consideration at the next meeting.
- The District Councillors would like to book the Community Centre for surgeries before the Parish Council meetings. It was resolved that the Clerk would book the Community Centre for the District Councillors to use from 6pm to 7pm on the dates of the Parish Council meetings.

077/05/24. DATE/TIME OF NEXT MEETING

It was resolved that the next meeting of the Parish Council would be held on **Wednesday, 19th June 2024** at 7pm at the Community Centre.

The meeting closed at 9pm.