

**WARMFIELD – CUM – HEATH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY, 16th OCTOBER 2024
AT 7.00PM
AT THE COMMUNITY CENTRE, KIRKTHORPE**

126/10/24. PRESENT

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

District Cllr Wilton

Parish Clerk:-Tracy Johnson

127/10/24. APOLOGIES.

Cllr Sanderson. Apologies were accepted by the Parish Council.

128/10/24. DECLARATIONS OF INTEREST.

None.

129/10/24. PUBLIC PARTICIPATION.

District Cllr Wilton informed the Parish Council that the grant that Cllr Denise Jeffery had said may be available towards the new Community Centre roof at the last meeting was not available to the Parish Council as the Community Centre was run by the Parish Council and so the Parish Council were not eligible for this grant. The District Cllrs had enquired as to whether the new signs for Heath and Kirkthorpe could be funded through Wakefield Council but funding was only available for expenditure over £2,000. It was resolved that the Clerk would enquire about extra signs for Kirkthorpe, Warmfield and the Community Centre and come back to the District Cllrs. District Cllr Wilton has written to Network Rail regarding the site at Willow Lane and is awaiting a response. A revised plan has been drafted for the traffic calming in Kirkthorpe and residents will be notified shortly about this amendment and the estimated date for the works to be carried out. District Cllr Wilton informed the Parish Council that Arriva are losing approximately 80 drivers and that he has drafted a letter to Arriva and the Mayor expressing his concerns regarding this. An email has been received from Wakefield Council regarding the surge of strange comments regarding the Battery Site at Heath to say that this has been investigated and they are happy that the comments are genuine, this is going to be followed up. District Cllr Medford has drafted a letter regarding the noise report and the Chief Executive of Wakefield Council has been asked to come out and see the site. The District Cllrs have also had a meeting with the Heritage Officer. District Cllr Medford said that there is an initiative to grow herb beds for community use and recipes to be put in the libraries and she asked if it would be possible to put some herb beds at the Community Centre. It was resolved that the Parish Council agreed to this. Cllr Vasey asked what the House Building Targets were for this area and the District Cllrs said that it was high in this constituency.

130/10/24. MINUTES OF THE LAST MEETING.

To consider the minutes of the last Parish Council meeting on Wednesday, 18th September 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 Wilby G.

131/10/24. ONGOING MATTERS.

- a. To receive an update on the Battery Storage Facility. This has already been dealt with in Public Participation.
- b. To receive an update on the signs for Heath and Kirkthorpe. This has already been dealt with in Public Participation.
- c. To receive an update on the traffic calming at Kirkthorpe. This has already been dealt with in Public Participation.
- d. To receive an update on the site at Willow Lane. This has already been dealt with in Public Participation.
- e. To receive an update on the clean up of Roundabouts. This has been done but not satisfactorily. It was resolved that the District Cllrs would follow this up with Wakefield Council.
- f. To receive an update on the Pensioners' Christmas Lunch and light switch on at the Community Centre. The Clerk has been booked the lady who did the catering last year for Thursday, 12th December. It was resolved that the lunch would start at 1pm and finish at 4pm, the Clerk will now start to advertise this and will do a flyer to be handed out and put it in the church magazine, notice boards, facebook pages and word of mouth. The format will be very similar to last year and the Clerk will add the item to the agenda for the next meeting to discuss further. The Clerk has emailed Wakefield Council a few times regarding the Christmas lights but still not had a reply. It was resolved that the Clerk would email District Cllr Khan to see if he could help with this. It was also resolved that a newsletter should be prepared before the precept was requested for the residents of the Parish.
- g. To receive an update on overnight parking at the bottom of Green Lane. There is still a motor home parking at the bottom of Green Lane. It was resolved that there is nothing the Parish Council can do regarding this as it is not illegal for them to park here.
- h. To receive an update on the gutters from Kirkthorpe to Heath. This has now been done.
- i. To receive an update on 61A Warmfield Lane. There is no update on this matter. It was resolved that the District Cllrs would follow this matter up.
- j. To consider guns being fired close to residents in Kirkthorpe. This has been much quieter recently.
- k. To receive an update on the potholes on Kirkthorpe Lane from Kirkthorpe to Heath. The Clerk has received an email from Wakefield Council to say that this work has now been completed. The Parish Council are not happy that the potholes have been filled satisfactorily and are very concerned about this. The District Cllrs have asked for this road to be resurfaced. It was resolved that the Clerk would go back to Wakefield Council and ask for these to be looked at again.
- l. To receive an update on The Plough. The Clerk has emailed Wakefield Council regarding this but is awaiting a response. It was resolved that the District Cllrs would follow this up.
- m. To receive an update on the site at Boundary Lane. There is no update on this matter.
- n. To receive an update on the bus service through Kirkthorpe. This has already been dealt with in Public Participation.

132/10/24. COMMUNITY CENTRE

- a. To receive an update on repairs to the Community Centre. The handyman is going to try and replace the rotten panels now that the new roof has been completed. Some of the lights are not working. It was resolved that the Clerk would contact the electrician and ask him to have a look at the lights. There is a dint in the ramp. It was resolved that the Clerk would ask the handyman if this could be fixed.

- b. To receive an update on the new Community Centre Roof. The work has now been completed on the new Community Centre Roof and the Clerk has received the guarantee for this work. The guarantee is for 15 years but the roof should last much longer.
- c. To receive an update on the football team using the playing field. Cllr Wilby J has spoken to the football team and asked them to ask the Parish Council if they want to use the playing field again and then arrangements can be made for them to have the code for the gate and park in the car park rather than on the road.
- d. To consider changes and charges for Playground Inspections. The Clerk has received an email from Wakefield Council to say that there will now be a charge for the playground inspections to be carried out. It was resolved that the Clerk would email to ask if this includes insurance, who would be liable if anything happened and who owns the playground and when does this start.
- e. To consider bookings for the Community Centre. A gentleman from a company called Focus Group is wanting to use the Community Centre on a regular basis, probably 2 to 3 mornings per week. It was resolved that the Clerk would go back to him and ask him to come and talk to the Parish Council at the next meeting and give them more details. It was also resolved that the hire charges for the Community Centre need reconsidering and clarifying for commercial/business as opposed to private hire for parties etc. The clerk has had an enquiry for a booking in December from one of the ladies who organise the Childrens' Parties. It was resolved that even though she lives outside the community because of all the work she does for the community that she should only be charged the rate of £15 per hour. The Clerk has also had an enquiry for a booking from the caretakers. It was resolved that as they do so much for the Parish Council that this booking should be free of charge.

133/10/24. KIRKTHORPE PLAYING FIELDS.

- a. To consider weekly inspections and agree any action required in respect of the playing fields. The steps to the slide need cleaning and the big gate is being left open. It was resolved that the clerk would ask Wakefield Council if the steps could be cleaned and if a padlock could be provided for the gate. A discussion took place as to whether dogs were allowed on the playing field. It was resolved that no enforcement power is available to stop them coming on but that Cllr Medford would ask if Wakefield Council could provide some signs. The back light and the front light at the Community Centre are not working. It was resolved that the Clerk would ask the electrician to have a look at these.

134/10/24. FINANCE

- a. To consider the Account Balances & Authorisation of Cheques for October. 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
October 2024 payment schedule**

Payments to be approved	Payee	Cqno.	Amount	VAT
New CC Roof	F C Burrow Ltd	977	15433.44	2,572.24
Water Rates	Business Stream	978	£244.08	
Clerks Salary	T.Johnson	979	£575.46	
Clerks Expenses	T.Johnson	980	£77.55	
Cleaning	S.Cowan	861	£40.00	
Community Centre Repairs	S.Cowan	862	£15.00	

Broadband costs	RMS Consultancy	863	£479.76
Data Protection	Info Commissioner	864	£40.00
Total October			£16,905.29 2,572.24

Bank Reconciliation 27th September 2024	
Opening Balance	£15,287.60
Total Receipts	£176.68
Total Payments	£962.30
Closing Balance	£14,501.98

Account Balances	
Community Account	£14,501.98
Savings Account	£29,463.67
Total	£43,965.65

b. To consider the quote for the internal auditor for 2024/25. The Clerk has received a quote from the internal auditor for 2024/25 which has been forwarded to the Parish Council before the meeting for their consideration. It was resolved that the Parish Council accept this quote that the Clerk email the internal auditor to book her to carry out the internal audit for 2024/25. The Clerk explained that as the expenditure for 2024/25 would exceed the limit of £25,000, because of the purchase of a new roof at the Community Centre, the Parish Council would not be eligible for exemption and that an external audit may also be required. It was resolved that the Clerk would enquire with the internal auditor whether both an internal audit and an external audit would be required.

135/10/24. PLANNING MATTERS

New Planning Applications

- None.

Planning Decisions

- **24/01170/FUL - School House, Heath, Wakefield** - Replacement of existing timber windows. **Application Approved.** 10/9/2024.
- **24/01383/TCA – The Old Sunday School, Half Moon Lane, Kirkthorpe, Wakefield** - T1 Sycamore: Fell. T2 Sycamore: Crown Lift over garage and draw back over garage to give a clearance of 2.5metres. T3 Sycamore - Crown Lift over public bridleway. T2 Sycamore - Crown raise over garage and draw back over garage, to give a clearance of 2.5 m as branches are touching the roof. T3 Sycamore - Crown raise over public bridleway, branches are too low for horse riders. **Split Decision on Application.** 24/09/2024.
- **24/01421/TCA – Church Hill House, Kirkthorpe Lane, Kirkthorpe, Wakefield – T1 Spruce – Fell.** **Application Approved.** 25/09/2024.

- **24/01422/TCA – Church Hill House, Kirkthorpe Lane, Kirkthorpe, Wakefield – T1 Pine – Fell. Application Approved. 25/09/2024.**
- **24/01054/CPE - 15 Elsicker Lane, Warmfield, Wakefield, WF1 5TW - Certificate of Existing Lawful Development seeking confirmation that land to the south and east of residential property 15 Elsicker Lane constitutes lawful use as a residential garden exceeding enforcement action criterion. Application Approved. 02/10/2024.**

136/10/24. TO CONSIDER MATTERS AS REQUESTED BY THE PARISH COUNCILLORS.

- None.

137/10/24. TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.

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

138/10/24. ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA

- The Christmas tree outside the Community Centre is getting high. It was resolved that this should be left for this year but may need trimming next year.
- It is believed that the sale of the old shop has fallen through.
- The drive at Sycamore House, Heath has been churned up. Enforcement are aware of this issue and the District Cllrs will look into this.

139/10/24. DATE/TIME OF NEXT MEETING

It was resolved that the next meeting of the Parish Council would be held on **Wednesday, 20th November 2024** at 7pm at the Community Centre.

The meeting closed at 8.40pm.