

**NOTTON PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**  
**Thursday 11<sup>th</sup> July 2019**  
**At Notton Village Hall – 7.30pm**

**039/0719. PRESENT**

Parish Councillors: S .Jaggar(Acting Chair)Callaghan, M. Eames, J. Hicks.

District Councillors: Cllr Manifold.

Public present: 0

Parish Clerk: Julia Talbot.

Internal Auditor attended the meeting to present the report.

**040/0719. PUBLIC CONSULTATION**

No members of the public attended.

**041/0719. APOLOGIES**

District Cllr Cummings, Cllr Heptinstall, Parish Councillor Taylor.

Apologies accepted by the Parish Council

**042/0719. DECLARATIONS OF PERSONAL OR PREJUDICIAL INTERESTS.**

None were declared.

**043/0719.PARISH INFORMATION TO & FROM DISTRICT COUNCILLORS**

The Clerk sent out an action sheet to the District Cllrs prior to the meeting

Matters Raised: -

The Meeting with WMDC Highways regarding the Bleakley crossroads considered.

- Improvements to Woolley crossroads/ A61 would cost £160,000 lighting of the junction. When funds were available it would be a priority for Wakefield Council.
- Highways recommendations were to add surface beige colour, coming up to the junction to notify motorists of the junction. The stop sign on Notton Lane to be lowered. Also considered was the changing of the speed limit and process involved for the changing of the speed limit coming from Chevet.  
WMDC Highways explained it would be a costly and long process and confirmed that speeding issues in the village were a police matter
- Notton crossroad has had 6 accidents, 2 serious PC want a reduction in speed up to the junction from Chevet. WMDC Highways feel signage will not affect the speed of the motorists. This would be a Police matter.
- Fly tipping on Keeper Lane raised.
- The boundary matter raised by a resident, WDH has confirmed that the land is not theirs and the matter has now been directed to Yorkshire housing to action.Cllr Manifold offered to contact Yorkshire housing on behalf of the resident.
- On Grimpit hill there is a dropped manhole cover middle of the road it needs raising up.
- Cllr Eames raised a sign covered by trees at Chevet and the sign also needs washing.

- Smawell Lane hedges have been cut back and the barrier to the car park has been lowered.

#### **044/0719.TO CONFIRM THE MINUTES.**

All agreed the minutes of the meeting of the Parish Council to be a true and accurate account of the meetings on Thursday 6<sup>th</sup> June. The minutes were duly signed by the Chair.

#### **045/0719.HIGHWAY**

1-To receive an update on the smiley SID and the colour upgrade.

The tripod for the smiley sid has arrived, Cllr Callaghan to collect.

2-To consider the meeting with WMDC highways.

See minutes ref:043/07/19

Speed limits in the Parish raised by the Chair. Speeding data from the smiley Sid considered, Cllr Callaghan to action speeding proposals and gather information for Bleakley Lane.

#### **046/0719. FINANCE**

<b>Cheques to be Authorised</b>	<b>Payee</b>	<b>CQ No.</b>	<b>Amount</b>	<b>VAT</b>
Clerks Salary		538	£188.94	
Clerks Expenses		539	£10.00	
PAYE (Clerk)	HMRC	540	£47.20	
Printer ink(old Printer)	RMS	541	£32.50	
Internal audit		542	£200.00	
Service charge	Unity Trust	DD	£18.00	
Clerk training	YLCA	545	£38.33	
<b>AUGUST</b>				
Clerks Salary		543	£188.94	
PAYE (Clerk)	HMRC	544	£47.20	
<b>Total Payments July /August 2019</b>			<b>£771.11</b>	

<b>Bank reconciliation</b>	
<b>30/06/19</b>	
Opening Balance	20,765.71
Total Receipts	£0.00
Total Payments	<b>£796.14</b>
<b>Closing Balance</b>	19,969.57

<b>Total cash book balance</b>	<b>£17,769.77</b>
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Unpresented Cheques	2,199.80
	537,535

**To sign the mandate for the bank**

It was resolved to add Cllr Callaghan and Hicks and removed Cllr White.

**047/0719. PLANNING MATTERS**

**New Applications**

- **19/01100/FUL**-Nuses Barn,George Lane Notton –Extensions to side and rear of the exsiting dwelling and creation of sunken patio (part retrospective)
- **19/01329/FUL**-Devoran(land to rear)Notton Lane ,Notton-1 detached dwelling.

**No Planning Decisions were noted.**

**048/0719. CORRESPONDENCE**

Correspondence received by post and email was presented to the meeting.

- SBA-Log to confirm receipt of AGAR certificate
- WYP- Newsletter
- YLCA-NALC chief executive bulletin.
- YLCA-Public sector bodies accessibility regulations(websites and mobile)**To consider**
- YLCA- Joint Annual meeting 2019
- WMDC-Town and Parish liaison committee agenda.
- NHT highways satisfaction survey.
- WYCA-Bus information satisfaction survey 2019.
- YLCA-Play area training 25.7.19
- YLCA-Annual review.
- YLCA-White Rose Newsletter.

**049/0719.GROUNDS MAINTENANCE**

Invoice paid in accordance with the tender figure.

**050/0719.ALLOTMENTS**

Nothing to report. An inspection considered. Inspection sheet to be sent out to all. Proposed was to inspect the plots and then commence with a new set of rules to be followed and outline the proceed for non-compliance.

Add to the next agenda to make a decision. Reviewed the rules.

**051/0719. GOVERNANCE REVIEW**

1. To consider the Internal Auditors report 2018/19 and agree action. Defer to next meeting
2. To consider a public statement on EMR and agree action actioned.

To send information to Parish Councillors and add to the next agenda.

3. To review records management policy. Reviewed no changed noted.
4. To review the grievance and discipline procedure. Reviewed no changed noted.

### **052/07/19.TO RECEIVED AN UPDATE ON THE COMMUNITY SPENDING (CIL)PROJECTS AND AGREE ACTION.**

**1. To receive an update relating to the Wildflower meadows.** No flowers have started to grow; however, the area has a grass surface. Cllr Eames has also purchased seeds for Old Royston, Cllr Eames updated the meeting on advice from the company about planting seeding for wildflower meadows. Considered was a meeting with the village hall to discuss adding wild flowers to the Ings, all agreed that there were already a lot of wildflowers in this area.

**2. To receive an update on the notice board /map for the post office and agree action.**

Awaiting the invoice for payment, installation date is to be W/C-15/7/29.

The total invoice is £2,448.00 including installation fee, it was resolved to pay a cheque prior to the next meeting.

**3. To consider proposed work on the village green and agree action.**

Proposed was to add colour to the edges of the village green and posts around the edges possibility wood posts to stop vehicles going on to the grass corners. Village green proposed ideas. Maintenance of the planting considered, with nothing that would obstruct the road.

All agreed to a meeting on the green to discuss the proposals. Date to be arranged

Considered was if there were any restrictions from the owners of the green.

Considered whether maintenance could be added to the ground's maintenance contract.

**4 To consider any grant applications.**

No application received.

### **053/0719 TO CONSIDER THE 75<sup>TH</sup> VE DAY CELEBRATIONS**

It was confirmed the Village hall committee wishes to work with the PC to arrange event. All agreed to appoint a committee to work on the event. Ideas considered, having an event on the village green with a band and people to bring picnics.

All to consider ideas for the next meeting, a working group to be appointed and a date for the meeting to be agreed at the next meeting. Other events in the country discussed.

### **054/0719 TO CONSIDER THE VILLAGE SHOP AND HOW THE PARISH COUNCIL CAN SUPPORT IT IN THE FUTURE AND AGREE ANY ACTION.**

The village shop has shareholders and is run as a business; consider was how best the PC would be able to support the shop under these circumstances. Ideas considered:

- Survey to see what residents would want from the shop.
- Fund raisers in the village to support the shop more.

Further information required. Considered was to compile a letter to the committee of the shop to gather information.

All agreed the parish Council require more information about the shop and the financial and shareholder situation.

Questions to be asked to be consider before the next meeting to agree a draft letter.

Cllr Taylor would need to declare an interest at the next meeting as he is a shareholder.

**055/0719. POLICE UPDATE – SAFE SCHEME**

Targeting of the police working in the parish was discussed, all agreed to a request for speeding checks. Clerk to email ask about anti-social behaviour matters reported on the safe scheme.

**056/0719.PARISH MATTERS.**

Road closures 15<sup>th</sup> to 2<sup>nd</sup> August on George Lane, notices have been added to the village. No notification has been received from the bus company. Clerk to follow up and add to Facebook.

Footpath towards Woolley Mill Lane raised, when the area is ploughed it is very muddy

The farmer would need to be approached, the law about reinstating the path after ploughing of the field considered.

Cllr Hick to approach the farmer, add to the next meeting agenda to consider.

**057/0719. MATTERS FOR INCLUSION ON THE AGENDA OF THE NEXT MEETING.**

- Cllr Hicks and Jaggar to complete the WMDC highways satisfaction survey.
- Allotment rules
- Internal audit action plan
- Village green meeting feedback
- Setting up of a working group for VE day celebrations.
- Village shop
- Footpath matters Woolley Mill Lane
- Updating of the website/considering the accessibility regulation matter.

**058/0719.DATE AND TIME OF THE NEXT MEETING.**

**Thursday 5<sup>th</sup> September 7.30pm at Notton Village Hall**

**There will be no meeting in August.**

