

**NOTTON PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**  
**Thursday 3<sup>rd</sup> December 2020**  
**7.30pm**  
**Remote meeting via Zoom**

**Present:** -Cllr Taylor (Chair) Cllr Jaggar, Cllr Hicks, Cllr Eames, Cllr Callaghan  
**Clerk to Council**-Julia Talbot

**District Cllrs**-Cllr Cummings. Heptinstall

Members of the public 2

**076/1220 -To receive comments or questions from members of the public**

Member of the public raised concerns about the oak tree by the pond. (agenda item 17.1) The lower branches were causing problems.

**077/1220-To receive apologies for absence**

District Cllr Manifold

**078/1220-To receive any declarations of personal and /or prejudicial interests**

Cllr Taylor NVHMC (Finance)

**079/1220-To receive Parish information from District Councillors/inform the District Councillors of Parish issues.**

- New bins installed at Smawell Lane
- Sweeping the roads updated
- Cllr Cummings updated the meeting on PROW team response regarding the installation of motorcycle barrier at Green Lane. Cllr Callaghan raised concerns about the response from PROW team. The Chair advised that any further correspondence was to be from the Clerk to raise the Council's concerns about not adding a barrier to prevent motorcycles.
- Police responses raised
- The emptying of the bin at Applehaigh has now been actioned
- The Notton PACT meeting is on Thursday 10<sup>th</sup> December
- Collection of leaves around Gill Bridge discussed and the sweeping of the footpaths generally.
- Proposals for the Ellis Laithe 'van site have been added to the planning portal.

**District Councillors wished the Parish Council a Merry Christmas and Happy New Year.**

**080/1220-To confirm the minutes of the meeting held on Thursday 5<sup>th</sup> November 2020 as a true and accurate record.**

It was resolved to approve the minutes of the November meeting as a true and accurate record and duly signed by the Chair

**Amendment November Minutes- 073/1120** - The traffic cone could not be removed from the stream at Gill Bridge because it is now in a private garden. It was agreed to send the house a letter about the cone in the beck requesting that it be removed.

**081/1220-Highway matters**

No matters raised

**082/1220-Planning Matters**

**a. To consider planning validated applications**

- **20/02347/FUL**-Stables Navvy Lane Old Royston - Partial redevelopment of an existing stable livery yard with the demolition of some existing stables and storage buildings to be replaced with a single storey, detached 3-bedroom dwelling with integral garage. **No objections**  
**Residents are aware of the planning application.**
- **20/02216/FUL** - Orchard Manor 16B Applehaigh Lane Notton -First floor extension above garage, single storey extension to the rear of the garage with integrated two storey spiral staircase. **No objections**
- **20/02006** -19 High Ash Close Notton -Demolition of existing garage with proposed replacement detached garage. **No objection**

**b. To receive information on planning decisions**

- **20/0224/GPO** - 1B Bleakley Lane Notton -single storey extension to the rear with maximum projection of 8.0m.max height of 3.50m and max eaves height of 2.35m.**Approved**
- **20/01713/FUL** - Inglenook The green Notton-Conversion of swimming pool/gymnasium to form ancillary living accommodation. **Approved**

**c. To receive information on any appeals**

No appeals noted.

- The Ellis Lane traveller site considered: the Clerk will send the details of the retrospective application to all Parish Councillors and the Chair will draft a response including development in the green belt, vehicular access safety and the speed of the road and encroachment on the adjacent public footpath

Cllr Jaggar to carry out a further inspection on encroachment of the footpath and report to the Parish Council

## 083/1220-Financial matters

### a.To approve accounts for payment for up to the 3<sup>rd</sup> December 2020

Cheques to be Authorised	Payee	CQ No.	Amount	VAT
Clerks Salary		645	£214.14	
Clerks Expenses		646	£32.38	
PAYE (Clerk)	HMRC	649	£53.40	
	Geosphere			
Parish Online	Ltd	647	£36.00	£6.00
Allotment rent	WMDC	648	£5.00	
Safe scheme	P&CC	650	£146.52	
Village hall hire 2019	Notton VHMC	652	£132.00	
Website costs	ACS	651	£30.00	
<b>Total Payments November 2020</b>			<b>£649.44</b>	

### Bank reconciliation

28/11/2020

Opening Balance	£10,122.51
Total Receipts	£0.00
Total Payments	<b>£466.68</b>

**Closing Balance** 9,700.83

**Total cash book balance** £9,239.03

Unpresented Cheques 461.80

### b. To receive information on receipts

No income has been received

An invoice has been sent to the Village hall for the new Christmas lights

### c.To consider the budget to date and prior approved expenditure

The Clerk updated the meeting on the spend to date.

### d.To consider the proposed budget for 2021/22

The draft budget was noted and will be discussed and agreed at the January meeting.

## 084/1220-To consider correspondence and take action where necessary

- Cllr Cummings-Ellis Lane site/Planning
- YLCA-Risk assessment webinar
- YLCA- Wakefield Branch meeting notes
- YLCA-White Rose newsletter
- YLCA-Training bulletin
- YLCA-Finance webinar
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## **085/1220-Grounds Maintenance**

a-To consider the oak tree on Manor Close and agree action  
Clerk to approach grounds maintenance contractor about the trimming the crown and raising the bottom section of the tree. If the work needs a tree surgeon, Clerk to obtain quotes for the advised work.

Chair thanked the working group for their hard work this week on the green

## **086/1220-Allotments**

### **a. To receive an update on allotment rents**

All tenants have made payment now

Tenants to be sent updated information about bird flu as received from Wakefield Council

## **087/1220-Governance Review**

### **a-To consider the code of conduct**

Review of code of conduct carried out

### **a. To consider the updated complaints procedure and adopt**

All agreed to adopt- adding information about personal information/ GDPR

## **088/1220-To receive an update on the community spending (CIL) project and agree action.**

### **a-To receive any updates regarding planting on the Green**

Cllr Jaggar has produced a visual plan, all agreed to low level planting on the corners of the green. It was resolved to spend £200 on shrubs etc . Cllr Jaggar and Cllr Hicks will action .  
Larger trees on the Green were discussed and might be included in the budget for 21/22.  
Cllr Jaggar will produce some artwork to illustrate proposals.

### **b-To receive an update regarding the hanging baskets and agree action**

Clerk has sent an email to confirm the lamp post numbers to the garden centre supplying the hanging baskets. No response received. Cllr Callaghan to follow up.  
Money could be included in the budget for 2021/22 to pay for the brackets. Residents /businesses will be offered the opportunity to sponsor/purchase hanging baskets.

### **c-To consider any grant application**

No grant application received

### **d.Consider signage for the village shop**

Signage to the shop considered: Cllr Taylor is investigating costs with an estimated cost of £200 per sign. After discussion all agreed to one sign on the west corner with no sponsorship - Cllr Taylor will action.

**089/1220. To Receive an update on the December Newsletter**

The newsletter has been sent to the printers and will be distributed next week.

**090/1220.To Receive an update from the recent play area inspection and approve any further work to be carried out.**

Cleaning of the equipment in the spring will be undertaken and work to be carried out much as advised on the RoSPA inspection. Spare parts for the climber have been ordered. Cllr Taylor will get quotes for repair of the safety surface.

It was noted that the climbing cone does not rotate and it was considered that the safety surfacing round it is adequate..

**091/1220.To receive an update on the Police safe scheme report**

The safe scheme report has been received; police have been in the Parish checking speeds at Green Lane /Bleakley Lane and targeting speeding motorists entering the village. Considered was sending the data from Smiley Sid to the police, raising concerns about speeding in the Parish. The safe scheme now has a qualified officer so speeding tickets can be allocated.

Cllr Callaghan will draft a letter raising concerns about lack of Police motorbike (MATRIX) deployment in the area, to be sent by the Clerk.

**092/1220-To consider Parish matters**

Building firms have been viewing the house on the Green.

Cllr Hicks will try to sort out Cllr Eames' computer issues with Alan Finch

**093/1220-Matters for the inclusion on the agenda of the next meeting**

None yet

**094/1220-Date and time of the next meeting**

Thursday 7<sup>th</sup> January 2021 7.30pm remotely via Zoom.