

**NOTTON PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**  
**Thursday 4<sup>th</sup> February 2021**  
**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

**116/0221 -To receive comments or questions from members of the public.**

Member of the public attended to receive an update about the oak tree by the pond. The lower branches were causing problems.

**117/0221-To receive apologies for absence.**

District Cllr Manifold

**118/0221-To receive any declarations of personal and /or prejudicial interests.**

None

**119/0221-To receive Parish information from District Councillors/inform the District Councillors of Parish issues.**

- The potholes are being temporarily filled pending better weather.
- Litter picking has been carried out on requested area.
- The grit bins have been refilled.
- The moss on the pavement at Hilltop has been cleared.
- The derelict house on Manor Close was discussed. The foliage is hanging over the pavement there is a fallen tree at the back of the property. There is a private footpath to the rear which is blocked. WMDC keep an eye on the property for health issues but otherwise are not in a position to do anything about it.
- Slippery footpaths to be swept on Manor Close.
- The “layby” west of the railway bridge at Old Royston has been damaged by the vehicles from Network Rail working on the old railway line. Cllr Eames suggested that WMDC approach Network Rail to repair once the work has been completed.
- The litter bins at Smawell Lane are overflowing.
- Cllr Jaggar thanked the District Councillors for arranging the quick work on the requested litter pick.
- Footpaths on Green Lane and Applehaigh Clough: Cllr Callaghan to compile a letter relating the use of illegal bikes on this footpath and the installation of a stile to prevent access.
- Illegal motor bikes around the village with no registration plates, are difficult to report to the Police.

**120/0221-To confirm the minutes of the meeting held on Thursday 7<sup>th</sup> January 2021 as a true and accurate record.**

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

**121/0221-Highway matters**

**122/0221-Planning Matters**

**a. To consider planning validated applications.**

No new validated applications

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

- **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. **Awaiting Decision**  
**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. **Awaiting Decision**

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

No appeals noted.

**123/0221-Financial matters**

**a. To approve accounts for payment for up to the 4<sup>th</sup> of February 2021.**

Cheques to be Authorised	Payee	CQ No.	Amount	VAT
Clerks Salary		658	£213.95	
Clerks Expenses		659	£32.38	
PAYE (Clerk)	HMRC		In credit	
Safe Scheme	P&CC	660	£225.29	
Budget Training	YLCA	661	£15.00	
Total Payments Feb 2021			£486.62	
Bank reconciliation				
Opening Balance	£8,936.89			
Total Receipts	£0.00			
Total Payments	£519.73			
Closing Balance	£8,417.16			

Total cash book balance	£8,250.36			
Unpresented Cheques	166.80			
	Cq 656			

**b-To receive information on receipts.** n/a

**c-To consider the budget to date.** Noted

### **124/0221-To consider correspondence and take action where necessary.**

- YLCA-White Rose Newsletter
- YLCA-Elections confirmation for May
- YLCA-Questionnaire regarding YLCA branches.
- YLCA-Councillors discussion groups
- WMDC-Census 2021 Councillor handbook
- YLCA-Website log in for Councillors.
- YLCA-Training bulletin
- YLCA-Survey relating to remote meetings.
- YLCA-Wakefield Branch meeting

### **125/0221-Grounds Maintenance**

To consider quotes for the work required on the oak tree on Manor Close and agree action: still awaiting a further quote for the tree work, and it was suggested we approach Wakefield Council for advice and a quote for the work. A tree expert has advised the Clerk to approach Wakefield Councils Arboricultural Officer

### **126/0221-Allotments**

Nothing to report.

### **127/0221- To receive an update on the Clerks laptop and agree action.**

The laptop has been upgraded and is working satisfactorily, awaiting invoice from ACS for services.

### **128/0221-Governance Review**

a. To receive an update on online banking and agree action.

It was agreed at the last meeting to proceed with registering for online banking. All the paperwork has been completed and we are awaiting a response from the bank to confirm. The Clerk will follow up.

### **129/0221-To receive an update on the community spending (CIL) project and agree action.**

A -To receive any updates regarding tree planting and planting on the green. Shrub planting on the corner will proceed early in the season.

B -To confirm a cost for the hanging baskets and agree action.

Cllr Callaghan confirmed the costs for the hanging baskets. We are waiting for AMEY to carry out an inspection to whether the lamp posts are red or green. Red lamp posts are older lamp posts.

Considered was the advertising to the residents to apply to purchase a hanging basket and the invoicing for the hanging baskets to the residents – details will go in the March newsletter.

C -To consider signage for the shop and agree action. The only quote returned for the Shop sign for the corner of the Green is £216 plus VAT from The Sign Group in Leeds. The company will not take cheques, all agreed to purchase once online banking had been set up.

### **130/0221. To receive an update on the response from the Police regarding operation matrix**

Correspondence received to confirm the deployment policy that has been reverted to the original arrangement and the area will receive the level of service expected.

### **131/0221.To Receive an update on the quote for replacement/repair of the play-area resurfacing and any grant funding available.**

Funding cannot be obtained from Wakefield Council's capital funding due to it being maintenance and replacement.

The Village Hall has applied for funding with support from the Parish Council to the National Lottery Community Fund. Other funding streams were discussed, and Cllr Hicks will investigate further.

### **132/0221.To receive an update on the Police safe scheme report.**

The report considered, recent speed checks on Bleakley Lane discussed.

### **133/0221-To consider Parish matters.**

- Lee Lane Royston to be closed again, it was noted that this will increase the traffic through the village.
- More grit bins at Old Royston and Hilltop had been requested., Cllr Taylor will get costs for the next meeting.
- A car in the field on Smawell Lane discussed. The car is on private land and no action is possible.

### **132/0221-Matters for the inclusion on the agenda of the next meeting**

A review of current procedures

Internal audit action plan

### **133/0221-Date and time of the next meeting**

Thursday 4<sup>th</sup> March 2021 7.30pm remotely via Zoom.