

NOTTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
Thursday 4th March 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

134/0321 -To receive comments or questions from members of the public.

None present.

135/0321-To receive apologies for absence.

District Cllr Manifold

136/0321-To receive any declarations of personal and /or prejudicial interests.

None were declared.

137/0321-To receive Parish information from District Councillors/inform the District Councillors of Parish issues.

- The potholes on Navy Lane have been temporarily filled.
- Mechanical sweeping and spraying of the footpaths will be carried out in April.
- The bins at Smawell Lane have been emptied.
- Litter picking on Common Lane as reported at the last PC meeting has been completed.
- Notton PACT meeting will be held remotely on Wednesday 24th March 6.30pm
- Cllr Eames raised concerns about the recent work carried out by Yorkshire Water on Bleakley crossroads and not carrying out the work on the potholes close by.
- Navy Lane lay-by -WMDC Highways have contacted Network Rail who have been carrying out fencing work on the track to confirm they will be returning the lay-by back to its original state. A request for hardcore has been made.
- Hedges have been cut at Smawell Lane and there are thorns on the Lane that need sweeping.
- Grit bins were discussed for Hilltop, Old Royston and Beck View. The District Councillors offered to support.
- There was a discussion about salt distributed to the Parishes in the district. It is usually delivered loose, and the PC pointed out that this was not suitable for our parish and bags would be a more practical option. District Councillors will follow up and report back.
- Cllr Jaggar raised concerns about the litter situation at Woolley Mill Lane and Navy Lane.

138/0321-To confirm the minutes of the meeting held on Thursday 4th February 2021 as a true and accurate record.

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

139/0321-Highway matters

No matters raised.

140/0321-Planning Matters

a. To consider planning validated applications.

- **21/00470/FUL**-Bush House 8 Applehaigh Lane Notton Wakefield WF4 2NA

Demolition of Existing Bungalow & Erection of 3 No. Detached Dwellings in 4 Phases as follows:

Phase 1: Demolition of bungalow & preparation of compound for parking washing/storage etc. Construction of temporary/permanent perimeter fencing/boundary treatment.

Provision of services & infrastructure for Individual plots, including drainage & access.

Phase 2: Construct Dwelling on Plot 2

Phase 3: Construct Dwelling on Plot 3

Phase 4: Construct Dwelling on Plot 1

- **21/00238/FUL**-1 Ingswell Drive Notton-Remove existing dormer flat roofs & replace pitched roof.
- **20/02520/FUL**-41, Applehaigh Lane Notton WF4 2NP-Two storey front extension

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. **Application Approved**
- **20/02216/FUL**-Orchard Manor 16B Apple Haigh Lane Notton -First floor extension above garage, single storey extension to the rear of the garage with integrated two storey spiral staircase. **Application Approved**

c. To receive information on any appeals.

No appeals noted.

141/0321-Financial matters

a. To approve accounts for payment for up to the 4th of March 2021.

Payments to be Authorised	Payee	CQ No.	Amount	VAT
Clerks Salary		Bp	£213.95	
Clerks Expenses		Bp	£32.38	
PAYE (Clerk)	HMRC	Bp	In credit	
The Sign Group	Green /signpost	Bp	£259.94	43.32
ACS	Annual website costs	Bp Paid	£354.00	£59.00

ACS	website amendments	Bp Paid	£30.00	5
ACS	Clerks' laptop new hard drive	Bp Paid	£180.00	30
Total Payments March 2021			£1,070.27	
Bank reconciliation				
Opening Balance	£8,417.16			
Total Receipts	£170.00			
Total Payments	£1,202.42			
Closing Balance	7,384.74			
Total cash book balance	£7,369.74			
Unpresented Cheques	15.00			

Two further invoices have been received from YLCA

£10 training -Approved.

£15 Training webinar -Approved.

Payments to be made via BACS and added to March payment schedule, Clerk to action.

b-To receive information on receipts, £170 allotment rents.

c-To consider the budget to date. Noted

142/0321-To consider correspondence and take action where necessary.

- YLCA-website accessibility
- YLCA White Rose newsletter
- YLCA Transparency code for smaller councils
- Cllr Cummings - District Cllrs newsletter
- YLCA-training bulletin
- District Cllrs -Proposed road works in the Parish and surrounding areas
- YLCA-remote conference 21-22 April
- YLCA- "off to a flying start" councilors training

143/0321-Grounds Maintenance

a. To consider quotes for the work required on the oak tree on Manor Close and agree action.

The Clerk has approached the Wakefield Councils Arboricultural Officer for advice and a quote for the tree, and a quote was received of £582.54 for the advised work. Cllr Taylor proposed that the PC commence with the work, seconded by Cllr Eames. It was resolved to proceed with the quote for £582.54 from WMDC.

144/0321-Allotments

It has been reported from a resident that there are dogs unsupervised on allotment plot 7. All agreed to a further inspection, with a further letter stating that any further complaints will result in the termination of the tenancy agreement.

145/0321-Governance Review

a-To consider the internal audit action plan and agree any action.

The Internal audit was discussed, and remaining actions considered. The Parish Council are now set up for online banking payments.

The financial regulations will need to be amended to include the process for payments online – Cllr Hicks will action. Cllrs Taylor and Hicks can now authorise; however, it was agreed to add all councillors.

Diary for governance to be sent out to all and followed to keep up to date with reviewing of policies and regulations.

146/0321-To receive an update on the community spending (CIL) project and agree action.

a-To receive updates regarding tree planting and planting on the green.

Planting on the corner of the green discussed with small shrubs initially with a budget of £500 agreed.

An onsite meeting was discussed for planting of larger trees, with a budget considered of £100 per tree, considering the different type of species suitable. There is a possibility of CIL funds due to a further development in the village that could be used to develop the planting on the green.

b -To receive an update on the hanging baskets and agree action.

An article has been added to the newsletter about the hanging baskets scheme. Further information has been added to the website and Facebook. There has been some interest in the hanging baskets.

It was agreed a deadline for ordering would need to be confirmed, following up with Amey for the permission for the lamp posts.

The PC will pay for the brackets for the lamp posts. The hanging baskets will be £60 plus £25 if residents want a plaque. The Council will reclaim the VAT on the baskets and plaques.

c-To consider any grant application.

There has been an enquiry from the cricket club for a grant application. An application form has been sent but not returned for the meeting.

d-To receive an update on signage for the shop and agree action.

The invoice for the shop sign has been paid for, awaiting confirmation of delivery.

148/0321.To Receive an update on the quote for replacement/repair of the play-area resurfaced and any grant funding available.

Funding for the play area surfacing discussed, it was agreed to investigate funding options with a possibility of adding a further piece of equipment to support an application.

149/0321. To consider the costs for grit bins for Old Royston and agree action.

The District Councillors advised there was a possibility of funding for the grit bins for Hilltop, Old Royston, and Beck View. The Clerk will follow up with the details for the District Councillors.

150/0321.To receive an update on the Police safe scheme report.

Crime is low in the Parish, concerns raised about off-road bike in the area, and continued low-level vandalism.

151/0321-To consider Parish matters.

- There has been a den set up at Applehaigh Clough. The Parish Council wanted to thank residents for helping with its removal.
- High visibility tabards for the litter pickers were raised. It was agreed to order six vests for volunteers to use when out litter picking or other activities.
- Newsletter and delivery discussed.
- The Annual Meeting will have to be carried out remotely, with the May meeting on the 6th.
- Cllr Eames wishes to thank all residents that have helped to add bulbs throughout the Parish.

152/0321-Matters for the inclusion on the agenda of the next meeting

- A review diary of current procedures, with financial regulations to be added to the next agenda.

153/0321-Date and time of the next meeting

Thursday 1st April 2021 7.30pm remotely via Zoom.

Meeting end 9.08pm