

NOTTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
Thursday 2nd September 2021
7.30pm
Notton Village Hall

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

District Cllrs-Cllr Cummings.

10 members of the public attended.
(3 of which were allotment tenants)

082/921 -To receive comments or questions from members of the public.

Members of the public attended to discuss **the trespassers encampment** from last week on the Oval.

Cllr Cummings discussed the options for securing the field so access would not be possible again.

One of the proposals was fencing with a gate to access for grass cutting, the second was a soil bunding around the field that would be grassed seeded.

Residents suggested that a gate for the allotment lane would be of benefit and access to the field beyond would also be secure.

Cllr Eames said that a gate used to be there and it was stolen.

The travellers were removed under a Section 65 police order, due to it being a sports field and because of the anti-social behavior.

The play area has now been sterilized and the rubbish cleared by the residents and the Council thanked the residents for cleaning the area after the field was vacated.

Bleakley Lane anti-social behavior was raised by a resident, requesting that more be done to stop further issues: the advice was for residents to ring the police to identify the problem. Cllr Callaghan advised residents to ring 111 or report issues on the internet. If it is of immediate danger it needs to be 999. The more often a complaint is made the more likely it is that police resources will be allocated to it. Cllr Callaghan will speak to the NPT about this matter to identify what can be done to assist.

The Parish Council can write to the Police raising concerns and Cllr Cummings advised a face-to-face PACT meeting to discuss this matter further. This needs to happen soon because it is concerning that this is continuing to happen in the parish.

It was noted that the bin needs to be replaced on Bleakley Lane, as the dog poo has just been left on the pavements and in the bushes. It was suggested that it should be a metal bin to prevent it being set on fire.

083/0921-To receive apologies for absence.

District Cllr Albert Manifold

084/0921-To receive any declarations of personal and /or prejudicial interests. Cllr Taylor (finance)

085/0921-To receive Parish information from District Councillors/inform the District Councillors of Parish issues.

a. To receive an update on the trespassing on the Hudson Ave playing field
See above.

It was agreed the bunding to be installed by WMDC

b. To consider the updated action plan for matters outstanding

Cllr Cummings handed out the feedback for the September meeting.

- Fly tipped trolley at Bleakley Lane collected
- Dumped tyres on Navvy Lane collected
- The bins at Smawell car park have been replaced with a steel euro, secured with a lock and chain.
- Grit bins for the area - they will be replaced in the Autumn-ongoing
- Church Lane sign installed 24/8/21

Cllr Cummings updated the meeting on her visit to the Oval with Parish Cllr Callaghan on the Saturday after the travellers had left. The PC thanked Cllr Cummings for her hard work.

Cllr Cummings will follow up with Wakefield Council on the replacement bin for Bleakley.

086/0921-To confirm the minutes of the meeting held on Thursday 8th July 2021 as a true and accurate record.

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

87/0921-Highway matters

Nothing to report.

088/0921-Planning Matters

7.1-To consider planning validated applications.

21/01941/FUL-80 George Lane Notton -Extensions and alterations to the dwelling

7.2-To receive information on planning decisions.

- **20/02520/FUL-41**, Applehaigh Lane Notton WF4 2NP-Two storey front extension
Application Approved
- **21/00472/FUL-1B** Bleakley Lane Notton WF4 2NA-Constuction of a detached ancillary annex-Awaiting decision
- **21/00794/ful-22** Ingswell Drive, Notton WF4 2NF -Single Storey front extension.
Application Approved

7.3. To receive information on any appeals.

7.4. To receive an update on the development on the Green

The parking has been monitored since the development commenced, with some parking on the Green. Concerns were expressed about parking coming into the winter and needing confirmation in writing that the builders will reinstate the Green once the development is completed. They are sometimes driving across the Green rather than on the road.

It was noted that the builders told WMDC Planning that the PC had given permission: it was considered whether to write to the builders and advise they can also park on the cul-de-sac next to the development.

The Clerk will draft a letter and send to all for approval.

090/0921-Financial matters

a. To approve accounts for payment for up to the 2 September 2021.

Payments to be Authorised	Payee	CQ No.	Amount inc Vat	VAT
Clerks Salary		Bp	213.95	
Clerks Expenses		Bp	35.98	
PAYE (Clerk)	HMRC	Bp	53.4	
Data protection register	ICO	667	40	
	West Yorkshire			
Safe scheme	CA	BP	151.04	
Newsletter printing		Bp	179.94	29.99
Cllr Training	YLCA	BP	30	
Parish Insurance	Came & Company	668	351	
Total Payments September 2021			1055.31	

Bank reconciliation

Opening Balance 13,121.21

Total Receipts	1,123.22	240	Hanging Baskets
Total Payments	3,551.43	230	Hanging Baskets
		653.22	Vat reclaims
Closing Balance	10,693.00		

b-To receive information on receipts

c-To consider the budget to date. Noted

091/0921-To consider internal auditor for next year and agree action

It was agreed to go with Yorkshire Audit Services for next year's audit as advised by the current internal auditor at a cost of £200. The Chair will write to the internal auditor to inform her of the change for 2021/22 and thank her for her services..

092/0921-To consider correspondence and take action where necessary.

- YLCA-Law & Governance bulletin
- YLCA-Chairmanship skill webinar
- Newsletter consent forms
- YLCA-Free mini summit from cloudy IT
- YLCA-Webinar training programme
- YLCA-Developing your skills as a Councillor webinar
- YLCA-White rose newsletter
- YLCA-Risk assessments
- YLCA-Remote conference
- YLCA-Broadening your knowledge
- YLCA-PROW webinar
- Cane & Company-Insurance details
- NTP intranet page
- YLCA-Transparency code for local authorities

- Cllr Manifold stepping down after the elections

093/0921-Grounds Maintenance

The foliage needs cutting back from the edge of the stream, it is in the Grounds Maintenance contract to complete 5/6 times a year.

Ivy on the bank of the stream and the edge of the pond needs to be cut back. New planting was considered for the pond area but it was noted that it is shady and plants would need to be hardy. Residents said that they want the area to be cut back and made tidy rather than turfing and planting as discussed at the last PC meeting. Foot access would be required to be able to work on the area. The tree is overgrown and needs crown topping. The Paving has come out and needs addressing to ensure this area is safe for all to use. The Clerk will contact T+D.

Cllr Taylor will redraft the GM contract for discussion and retender/renewal next Spring.

094/0921-Allotments

Letters sent

Plot 7 the caravan has been removed.

Plots 8,9,10 nothing has been done. Cllr Hicks to carry out an inspection and report to the next meeting, leading to action to be agreed if nothing has been done by the tenant. Under our lease with Wakefield Council the plots must be cultivated.

A copy of the lease has been sent to all via email and will now be kept on record for future reference.

095/0921-Governance Review

Nothing to report

Change to our Standing Orders: Cllr Taylor sent revised wording for section 10 as advised by the internal auditor. To be added to the next agenda.

096/0921-To receive an update on the community spending (CIL) project and agree action.

a-To receive updates regarding tree planting on the green, including funding opportunities and agree any action.

Tree planting on the green, Cllr Callaghan has been investigating grant funding available for tree planting. In principle there should not be any problem for the PC to obtain funding. Quotes would be required for the work to complete an application. 8-10ft trees were considered and the estimated cost would be £100, different species were discussed and their suitability for the Green. The Council may need to contribute to the project. The tree planting could be connected with the Queen's Platinum Jubilee: possibly the Village Hall Committee events committee could contribute.

To agree spend for the daffodils. It was resolved to spend £100

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

It was agreed to confirm that the PC are happy to accept the offer from the company who have supplied the hanging baskets to provide 20 summer baskets next year due to the disappointment from the ones this year. It was noted these have now filled up and are now doing well. A plaque for of the baskets has not been returned after a mistake was made, and it was agreed to refund £25 and for the Clerk to request bank details to allow this.

c-To consider any grant application.

Further CIL funds:

The Clerk will follow up the non-receipt of any CIL funds from the developer on Applehaigh Lane with Cllr Cummings.

097/0921.To Receive an update on the replacement/repair of the play-area surface and additional equipment with an update on the grant funding application-Ongoing awaiting response.

098/0921-. To receive an update on the pond area at Manor Close and agree any action- See grounds maintenance ref: -093/0921

099/0921. To receive an update on the data protection controls for the newsletter
Paperwork received and actioned, and the requests received were removed for online content.

100/0921. To receive an update on an event for the Queens Jubilee as discussed at the Village Hall management trust and agree any action.

The Events subcommittee of the Village Hall had suggested a picnic on the village green, and requested that the PC pay for the band for the event. It would need to be in next year's budget as a community event.

Local Government Act 1972 section 145 provision of entertainments.

It was resolved to agree to the £500 to pay for the band next year.

101/0921.To receive an update on the Police Safe Scheme report.

Report received and discussed.

Anti-social behaviour on Bleakley Lane discussed and how the PC can support the residents. A PACT meeting will be arranged.

102/0921-To consider Parish matters.

- The new Shop sign has been hit again with the grass cutting equipment. Cllr Jaggar has added a bigger stone to stop the grass cutter knocking it.

103/0821-Matters for the inclusion on the agenda of the next meeting

Update on the Oval /travellers and the action taken by Wakefield Council.

Discussed was being more proactive if it should happen again.

104/0821-Date and time of the next meeting

Next meeting is Thursday 7th October at 7.30pm Notton Village Hall.

Meeting end 9.40pm