**NOTTON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**

**Thursday 2nd December 2021**

**7.30pm**

**Notton Village Hall**

# **Present: -**Cllr Taylor (Chair) Cllr Eames, Cllr Jaggar, Cllr Callaghan.

**Clerks to Council**-Julia Talbot, Andrew Woodhead

**District Cllrs-**none.

1 member of the public

### **147/1221 -To receive comments or questions from members of the public.**

**Item 1** A resident attended to address the meeting to discuss the number of power outages that had been suffered in the village, some lasting a few seconds, disrupting electrical equipment and some for several hours; it was noted that different parts of the village are affected at different times, however the issue is village wide and unacceptable.

It was agreed that the Clerk would write a letter of complaint on behalf of the residents of the village to Northern Power Grid.

**Item 2** Pavements around the village, George Lane from the A61 to Notton Lane, Grimpit Hill and on parts of Applehaigh Lane are very narrow due to overhanging hedges or ingress by overgrown foliage. The hedges need cutting and the foliage needs to be cleared away to return the footpaths to their proper width.

It was agreed that the Chair would email District Cllr Cummings about the overgrowth, and contact Lee Howell about the hedge on Applehaigh La.

### **148/1221-To receive and accept apologies for absence.**

District Cllr Maureen Cummings

Parish Cllr Hicks, (vice chair)

**149/1221-To receive any declarations of personal and /or prejudicial interests.**

None

### **150/1221-To receive Parish information from District Councillors/inform the District Councillors of Parish issues.**

District Cllr Cummings submitted the following report in her absence:

* Blocked Grates through village – CAS147834 – on the next gully cleansing run no date given (*gully wagon through village 29th November gullies now clear*)
* Applehaigh Lane sign – CAS-148281 – order placed with Engie
* Three incidents of fly tipping along Keeper Lane since last meeting, CCTV being considered
* Street Surgery done along Hill Top and The Oval, picked up a couple of issues, but the main one is the lack of lighting at the George Lane/Barnsley Road junction, I have raised again with Highways but am not hopeful, will report back when they respond.
* Next planned PACT 29th March 2022

KEEP AN EYE ON

Grit bins for the area, two were requested from Faith. Cllr Cummings to investigate further. *Email to Matt Morley reply indicated that the bins would be replaced in the Autumn, keep on file* **(have these bins been replaced?)**

*Bin Bus stop Bleakley Lane still not replaced: - chased 19/10 still awaiting stock but will be replaced.* **This will not be replaced until after March 2022**

The report was noted; District Councillor Cummings would be asked by the Chair to enquire after the Community Infrastructure Levy (CIL) that is due to the Parish Council.

**151/1221-To confirm the minutes of the meeting held on Thursday 4th November 2021 as a true and accurate record.**

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

### **152/1221- To agree the appointment for the position of Parish Clerk /RFO and complete the paperwork**

It was resolved to appoint Andrew Woodhead to the position of Parish Clerk/RFO starting from 1st December 2021. The Contract of employment was signed, the retiring Clerk will pass a Job Description on and the two Clerks will arrange to transfer all appropriate files (paper and computerized) and other information. Mr Woodhead will be responsible for setting up an account with HMRC to deal with his income tax.

**152.1/1221- To agree SLCC membership for the new Clerk**

It was resolved to pay for the new Clerk to have SLCC membership to support the role.

### **153/1221- Highway matters**

Nothing extra to report.

### **154/1221-Planning Matters**

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

No new planning applications.

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

* **21/00472/FUL-**1B Bleakley Lane Notton WF4 2NA-Constuction of a detached ancillary annex- **Approved**

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

No appeals.

### **155/1221-Financial matters**

**a. To approve accounts for payment for up to the 2nd December 2021.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Payments to be Authorised** | **Payee** | **CQ No.** | **Amount inc Vat** | **VAT** |
| Clerks Salary |  | Bp | 213.95 |  |
| Clerks Expenses |  | Bp | 17.99 |  |
| PAYE (Clerk) | HMRC | Bp | 53.40 |  |
| Website additional content | ACS | BP | 30.00 |  |
| Mapping | Parish Online | BP | 40.50 | 6.75 |
|  |  |  |  |  |
|  |  |  |  |  |
| **Total Payments December 2021** | |  | **355.84** |  |
|  |  |  |  |  |
| Bank reconciliation |  |  |  |  |
| Opening Balance | **8767.94** |  |  |  |
| Total Receipts | 0.00 |  |  |  |
| Total Payments | 355.84 |  |  |  |
| **Closing Balance** | **8,412.10** |  |  |  |
|  |  |  |  |  |

**b-To receive information on receipts-** no receipts received

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

The Clerk and Cllr Hicks will check the items on the invoice received from ACS with regard to the website.

### **156/1221-To consider correspondence and take action where necessary.**

* YLCA- Training webinar programme
* White Rose Weekly bulletin
* YLCA- West Yorkshire Transport focus
* YLCA- Training programme
* YLCA- Various finance related training
* Resident- Hedges at Applehaigh Lane (It was agreed that Chair respond to resident)
* WMDC- Town & Parish Council Liaison meeting
* YLCA- Council meetings and face coverings

### **157/1221-Grounds Maintenance**

a-To receive an update on the clearance of the pond

It was reported that the pond has now been cleared; we are aware that a resident opposite has raised the level of the pond to redirect some of the outflow, this may have caused the water table to rise resulting in the flooding of the cellar of a nearby property.

The Council agreed to remove the material raising the level of the water in order to ascertain if this is the cause of the flooding. The Chair was asked to convey the message.

### **158/1221-Allotments**

**a-To receive an update on the recent onsite meeting and agree action**

Cllrs Taylor & Hicks had met a multiple plot holder on the 23rd November; the tenant agreed to remove a collapsed shed, remove the stored Caravan and will address cultivating the site, this will be done within six months of the meeting date.

**b-To consider a gate for the end of the allotment lane and agree action**

A request for a gate at the end of the allotment lane for security was discussed. It was noted that there were several ways into the site and that the original gate had been stolen several years ago. It was agreed that as a gate had not been in place for many years without issue, no gate would be provided.

# **159/1221-Governance Review**

**a-To Consider the Asset Register**

The asset register was reviewed, and updates made; Play fort & steps, Sleeper bridge, Old notice board (At the Oval) and one grit bin were deleted from the register. It was requested that grit bin locations be added to the register.

**b- To consider objectives for the coming financial year budget**

Councillors were asked to consider the budget requirements for the next meeting.

**160/1221-To receive an update on the community spending (CIL) projects and agree action.**

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

Cllr Callaghan stated that locations for 8 trees had been identified on The Green, Rowan and Silver Birch would be the main species. The application for grant funding required the involvement of young people in the project, Roger Parkinson had been asked to assist with engagement activity. Cllr Callaghan was authorised to tidy or replace the shrub planting up against his house.

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

No report this meeting

# **161/1221. To consider the play area RoSPA inspection and agree any actions.**

Cllr Taylor has carried out the work advised on the bridge. The community workshop people are still working on the see-saw.

**162/1221-. To receive an update on the pond area at Manor Close and agree any action**

Update received in ground maintenance minute reference 157/1221

# **163/1221 To consider the Clerk resignation and agree action.**

The new Clerk has been appointed and Julia Talbot, Clerk to the Council for seven years was thanked for her work and dedication over that period. Her resignation was accepted by the Council.

**164/1221.To receive an update on the Police Safe Scheme report.**

It was noted that the safe scheme report has not been received.

# **165/1221-To consider Parish matters.**

It was noted that the bungalow at the bottom of Smawell Lane has now been boarded although it was not felt to be sufficiently secure. Engie the contractor to the District Council had undertaken the work.

### **166/1221-Matters for the inclusion on the agenda of the next meeting**

To consider items for the budget 2022-23.

Progress on handover of Clerk’s duties.

### **147/1121-Date and time of the next meeting**

Next meeting is Thursday 6th January 2022 at 7.30pm Notton Village Hall.

Meeting end 8.44pm