

## **Notton Parish Council**

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

**Thursday 6<sup>th</sup> October 2022 7.30 pm**

#### **Notton Village Hall**

**Present:** - Cllr Taylor (Chair) Cllr Callaghan, Cllr Jaggar and Cllr Hicks

**Clerk to the Council:-** Andrew Woodhead

**District Councillors:-** Cllr Cummings, Cllr Ali

**Members of the Public:-** Janet Tate, David Pywell, Eleanor Turner

#### **87/1022-To receive comments or questions from members of the public.**

a)-Janet requested that the Cherry Tree by the pond have its lower branches removed to raise the canopy as they were so low it was stopping people sit on the bench as there isn't sufficient room. The Council noted the issue and agreed to action works to resolve; Damage had been done to the bus stop of George Lane, it was stated that this would be reported to the bus company. Damage to lampposts was noted, a list will be taken and reported to the district Council. Damage to the village green- it was noted that the Council would discuss this under Grounds Maintenance.

b)-It was stated that the PACT meeting did not take place due to the Queens funeral, but not notice or information had been given, so people arrived to find the meeting wasn't taking place. This would be taken back to the Police and a new date requested.

c)-Janet thanked the Parish Council for its work.

d)-Eleanor requested that the Parish Council complain on behalf of residents to National Grid, since December 2021 there have been 11 power outages in the village, everything has to be reset each time- a major annoyance each time. The Clerk was instructed to write to the National Grid on behalf of the Council.

e)-The footpath along George Lane has become covered in clippings, soil, weeds and grass that in some places it is hardly visible. The hedge has been cut, but the path needs to be cleared back to the tarmac. This would be passed to the District Council for a resolve.

f)-It was reported that the Electronic Speed signs fitted by the District Council were working sporadically, it was noted that they were living outside of the usual lifespan of such signs. This issue would be taken to the District Council.

g)-Issues with speeding and the reasons why vehicles should not speed where raised. It was noted that there was a need to white line many areas in the Parish, this would be raised with the District Council.

#### **88/1022-To receive and consider apologies for absence.**

No apologies.

#### **89/1022-To receive any declarations of personal and/or prejudicial interests.**

None.

#### **90/1022-To receive Parish information from District Councillors/inform the District Councillors of Parish issues.**

a)-District Councillor Cummings reported:

- i. 262324- Bench, Hudson Avenue, can this be moved closer to the bus stop. On enquiry the bus stop bench was moved because of ASB reported by residents who live adjacent. The [District] Council are not minded to put back unless a consultation is undertaken.
- ii. 262323- Footpath, Grimpit Hill broken up by the bridge, on the footpath programme should be refurbished this financial year.
- iii. Over-flowing bins, Applehaigh Lane- Cllr Ali has addressed.
- iv. Ellis Laithe, new planning application for the static van site on bend.
- v. Notton Village Hall NIF application for spring bulbs in received and in process.

b)-Parish Councillors reported:

- I. It was noted that the gullies had not been cleaned by the narrow section of George Lane leading to the A61. It was asked if there were plans to address these as they did require cleaning.
- II. Noted that some of the signage on George Lane, including Speed Signs, were very faded and really required replacing.
- III. Ghost Cushions and Dragons Teeth need to be repainted on carriageways.

**91/1022-To confirm the minutes of the meeting held on Thursday 1<sup>st</sup> September 2022 as a true and accurate record.**

**Resolved** to approve the minutes of the 1<sup>st</sup> September 2022 ordinary meeting of the Parish Council as a true and accurate record and duly signed by the Chair.

**92/1022-Co-option to the Parish Council**

**Resolved** to co-opt Mr David Pywell to the Parish Council until the next elections in May 2023. The Clerk provided a Register of interest form for completion and return to the Clerk by Cllr Pywell.

**93/1022-Highways Matters**

**a)-Milestone on the A61**

It was noted that the old milestone on the A61 has been repainted by Mr Michael Broadhead; the Clerk was instructed to write a letter of thanks on behalf of the Council.

**b)-Upgrade to Smiley SID**

A quote has been received to upgrade the Smiley SID unit **Resolved** that the Clerk place the order for the works to the value of £325.00

**94/1022-Planning Matters**

**a)-To consider planning validated application**

No items

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

The following applications were noted:

- 22/01475/FUL 11 Manor Close, Notton. Mr Farndale; Extension to front dormer, two storey side and rear extensions with enclosed patio and raised terraces, external alterations. Application approved.
- 22/00983/FUL 62 George Lane, Notton. Ms Messenger; two storey extension to side and single storey extension to front. Application approved.
- 22/01437/FUL 26 Ingswell Drive, Notton. Mr Jones; Single storey rear extension, alterations to windows. Application approved.

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

No appeals.

**95/1022-Financial Matters**

**a)-To approve accounts for payment for up to the 6<sup>th</sup> October 2022**

The following items were noted and payments approved.

Date	Item	Payee	£
6th Oct	Clerks Salary	A Woodhead	214.59
6th Oct	PAYE (Clerk)	HMRC	53.65
6th Oct	Grounds Maintenance	T&D Contractors	2146.80
6th Oct	Bench Repair	Wakefield Timber & Builders Merchants	20.75
6th Oct	Silence for HM Queen	ASDA (P Taylor)	47.97
		<b>Total</b>	<b>2,483.76</b>

**b)-To receive information on receipts-**

No change since last report.

**c)-To receive the bank reconciliation.**

The Bank reconciliation was presented to the Council, the following information was noted and accepted.

## Bank Reconciliation

Notton Parish Council

£

Cash brought forward from 2021-2022

5276.07

Income to date

17839.13

Total

23115.20

Expenditure to date

9767.51

**Current Balance**

**13347.69**

Updated 7th Oct 2022

uncashed chqs	214.59
and payments	53.65
not on statement	2146.80
or awaiting	42.97
authorisation	20.75
Total	2478.76

**Date 1st October 2022**

**Bank Balance**

15826.45

**STATEMENT NUMBER 224**

Payments pending

2478.76

**Balance**

**13347.69**

**96/1022-To consider correspondence and take action where necessary.**

The following correspondence was noted:

- YLCA- National Assembly Informal - Discussion on Ukraine - 6 September 18.00 - 19.00
- YLCA- CHIEF EXECUTIVE'S BULLETIN
- YLCA- Dementia Friendly survey- extension for comments

- YLCA- White Rose Bulletin - 2 September 2022
- NALC- Chief Executive's Bulletin 2 September
- YLCA- Webinar Training Programme October to December 2022
- YLCA- Her Majesty Queen Elizabeth II - 21 April 1926 to 8 September 2022
- KOMPAN - Notton Parish Council (Play equipment)
- NALC- Update on issues related to the death of The Queen
- NALC- Chief Executive's Bulletin - 9 September 2022
- YLCA- Request for information- climate emergency
- YLCA- White Rose Weekly 16 September 2022
- YLCA- Councillor's Discussion Forum - 29 September
- YLCA- Policies – Mandatory and Best Practice Webinar Session - Wednesday, 28 September
- YLCA- Off to a Flying Start Webinar Sessions in October
- WMDC- Weekly lists 08 September 2022 PLANNING
- West Yorkshire Police- Notton Safe Scheme Report August/September
- YLCA- White Rose Bulletin - White Version
- YLCA- 30 September White Rose Bulletin
- YLCA- Cut backs to Christmas events, lighting/decorations and/or bonfires
- YLCA- Various Finance Related Webinar Training Courses by Parkinson Partnership October onwards 2022
- YLCA- COUNCILLORS DISCUSSION FORUM SESSION SATURDAY, 8 OCTOBER – 10.00am to 11.00am Free of Charge
- YLCA- Chairmanship Skills Part 1 & 2 Webinar Training Sessions - Wednesday, 12 October and 26 October 1.00pm to 3.00pm
- Reply to letter from Notton PC to Mayor Brabin dated 24<sup>th</sup> September (78/0922)

### **97/1022-Grounds Maintenance**

(a)-The Council noted that a Neighbourhood Improvement fund has been submitted by the Notton Village Hall Committee, and this is now in process as confirmed at 90/1022(a)v.

(b)-Councillors have been contacted by several residents regarding a recent incident on the Village Green by a vehicle. It was noted that such damage occurs annually but the reason why the green is such a flexible space is that there are no barriers to access. Cllr Callaghan reported that he had looked at the site and had identified where entrance and egress had been made. It was noted that without destroying the visual aspect with bollards or such likes, using soft options would be the preferred option. It was noted that the site of some of the Jubilee trees would be amended to act as barriers to the area identified by Cllr Callaghan.

(c)-The invoice for grounds maintenance has been received from T&D Contractors, noted and cleared for payment by the Council (95/1022a).

### **98/1022-Allotments**

Item deferred to November meeting.

### **99/1022-Governance**

**a)-Annual Playground Safety Check;** The Clerk reported that contact had been made with ROSPA who stated that the Safety Check had been accepted and a report should be completed and sent to us in due course. It was noted that the timber required for the bench repair (81/0922a) had been purchased the cost being £20.75 (95/1022a).

**b)-Parish Council Insurance;** It was noted that the Parish Council Insurance has now been paid, it was **Resolved** to use the Parish Hall as the Parish Council address for insurance purposes as this will remove the need to change the address with each change of Clerk.

**c)-Staff review;** The Chair of the Parish Council and Cllr John Hicks are to meet the Clerk for his annual review, a mutually date and time is to be arranged.

**d)-Public statement on level of reserves;** It was stated that the Parish Council level of reserves remained unchanged since the last statement.

**e)-Risk Review-** Following the review it was **Resolved** to adopt the new Notton Risk Management Scheme September 2022.

**100/1022-To receive information on the community spending (CIL) and other projects and agree action.**

**a)-To receive update on CIL money;** No change since last meeting.

**b)-To receive an update on the Jubilee Tree planting on the green;** The Clerk informed the Council that the suppliers where to deliver the trees on the 3<sup>rd</sup> November and the contractor had been contacted with a view to digging the holes. It was noted that the Green will be used as a car park for the Notton Bonfire and the planting dates and delivery site would need the be changed, Cllr Jaggar to be sent the contact details.

**c)-To receive an update on the hanging baskets;** A draft tender letter and service level agreement covering a three year period was circulated. It was agreed to formulate a list of providers for the next meeting and review the paperwork in order to simplify the agreement.

**101/1022-To receive an update on the Police safe scheme report**

The Police Safe Scheme report was noted; Jordan Buck was thanked for his work.

**102/1022-To consider Parish Matters**

**a)-Notton's minute silence for H.M. the Queen on the 18<sup>th</sup> September.**

It was reported that the minutes silence for the late Queen was held on the Village Green, the organisers had spent £42.97 on Wine for the toast, which has been passed to the Chair; approximately 75 people had attended. **Resolved** to accept the cost of £42.97 and reimburse the cost using section 137 funds.

b)- It was noted that at the coming Bonfire Event, the Oak Tree by the Green needed to be cordoned off as there is a dip in the ground and cars got stuck last year. This was noted and it was agreed to cordon the area off.

c)- It was requested that Cllr Jaggar send a PDF of the speeding figures from the Councils Smiley SID to Jordon Buck with a view to getting more speeding enforcement action from the Police. It was agreed that Councillor Callaghan be the Councils liaison with the Police.

**103/1022-Matters for inclusion on the agenda of the next meeting**

No items at this time.

Meeting ended 9:30 pm