

Notton Parish Council
Minutes of the Parish Council Meeting held on the 5th December 2024
in Notton Village Hall at 7:30 pm

Present: Cllr Hicks (Chair) Cllr Taylor, Cllr Pywell, Cllr Jaggar, Cllr Callaghan.

Clerk to the Council: Andrew Woodhead

District Councillors: U Ali.

Members of the Public: None.

109/1224- To receive comments or questions from members of the public attending.

None.

110/1224- To receive and consider apologies for absence

Apologies from District Councillors Cummings and Heptinstall noted.

111/1224- To receive any declarations of personal and/or prejudicial interest.

No declarations.

112/1224- To receive any parish information from District Councillors/inform the District Councillors of Parish issues.

a)-Ward Cllr Ali reported that the meeting between Notton Parish Councillors and Senior Officers of Wakefield Council has been arranged for the 29th January 2025. This date allows the Parish Council to form the outline of the discussion points at the next Parish Council meeting.

b)-A sight line issue with an overgrown hedge raised with Cllr Cummings has been addressed.

c)-Cllr Ali was thanked for his work for the Parish Council.

113/1224- To confirm the minutes of the last meeting.

RESOLVED to accept the minutes of Notton Parish Council meeting held on Thursday 7th November 2024 as a true and accurate record.

114/1224- Highway Matters

a)- It was noted that there was excess mud on the road and more on the footpath on Grimpit Hill. Cllr Taylor stated that he would raise the issue with the Contractor as he has a contact.

b)- It was noted that the West Yorkshire Safety Camera Partnership speed camera van had been in the village. The Clerk was instructed to contact the organisation asking if

enforcement outcomes could be made know to the Parish Council, i.e. speeds noted, number of fines issued. So that the Council can use the numbers to inform residents as a method of emphasising the need to reduce the traffic speed through the village.

115/1224- Planning Matters

Noted, no planning matters for this meeting.

116/1224- Financial Matters

a)-To approve accounts for payment for November 2024

The following payments were approved for payment:-

PAYMENTS		Nov-24	
Date	Item	Payee	£
28/11/2024	Clerks Salary	A Woodhead	257.55
28/11/2024	PAYE	HMRC	64.20
28/11/2024	Police Safe Scheme	West Yorks Comb Authority	231.60
28/11/2024	Newsletter printing	Lindleys	250.00
03/12/2024	ACS Web Site	Isuria Ltd	30.00
Total (Awaiting Payment)			833.35

b)-To receive information on receipts & expenditure

Receipt and expenditure were presented to the meeting, it was noted that we have one Allotment plot holder who has yet to pay rental , the last Memorial Bench Cheque is now presented and the amount is in the bank and VAT for 2023-24 has now been reclaimed. It was noted that the payment from the Village Hall was for the Village Hall Christmas Tree.

c)-To receive the bank reconciliation

The following bank reconciliation was presented to the Council, noted.

Bank Reconciliation

Notton Parish Council

	£
Cash brought forward from 2023-2024	14626.12
Income to date 'A'	16387.72
Total	31013.84
Expenditure to date 'B'	13788.78
Current Balance	17225.06

Awaiting payment 'D'	833.35
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Date 3rd December 2024

STATEMENT NUMBER after 257

Bank Balance	18058.41
Awaiting payment	833.35
Balance	17225.06

d)-To receive the current budget
The current spend to budget was noted.

e)- To consider the draft budget for 2025-26
The first draft budget was presented to the Council, members will consider the paper for the next meeting.

f)-To consider the internal audit for 2024-25
RESOLVED to reappoint Ms J Windham to undertake the Councils Internal Audit

**117/1224- To consider correspondence and take action where necessary.
Correspondence November 2024**

a)-The following correspondence where noted,

- YLCA Weekly News and Notifications 8 November 2024
- Notton Safe Scheme Report September and October
- NFP Workshops Fundraising Training Dates
- Domaine issue – reply sent (Chair copied in)
- YLCA Training and Discussion Forums November 2024
- Review of Polling Districts, Polling Places and Polling Stations – Initial Recommendations
- Planning Webinar - Tuesday, 26 November
- Remembrance events- letter from the National Association of Local Councils (NALC), Local Government Association (LGA) and the Royal British Legion (RBL)
- NFP Workshops Fund raising training dates
- Breathe New Life into Your Playground with Sovereign Play!
- YLCA Weekly News and Notifications 15 November 2024
- SLCC Weekly News Digest - 18/11/2024
- Insurance Company Read our latest edition of Community Matters
- News Bulletin - 20 November 2024
- Management Training Dates
- Police Safe Scheme Account DNOT110 Invoice 4044452 14.03.24 £231.60
- YLCA Training and Discussion Forums November and December 2024
- YLCA White Rose Bulletin 22 November 2024
- YLCA White Rose Bulletin 29 November 2024
- Wakefield MDC : Consultation on proposed amendments to the Council Tax Support Scheme.

b)-An issue regarding sight lines at Manor Close was raised, the Clerk was instructed to send the issue to Wakefield Council via our Ward Councillors for consideration.

c)- A request for a further Defib and cabinet was considered and turned down on the grounds of the long term on costs of providing the facility. The Clerk was instructed to communicate the Council's decision to the enquirer.

118/1224- Grounds Maintenance

Tender paperwork issued to four contractors, no questions have been asked, tenders due back February 2025.

119/1224- Allotments

a)-Invoices have been issued for plot rental, requesting payment within 30 days, all but one have paid to date, the 30 day period is not up yet, noted.

b)-It was noted that the drainage works that cut across one of the allotment plots is to start this month.

120/1224- Governance

a)-Public statement on level of reserves

Notton Parish Council level of reserves remains unchanged, noted.

b)-Asset Register

The updated Asset Register was presented the Council, noted.

c)-To consider the Smiley SID Risk Assessment

RESOLVED to adopt the Smiley SID Risk Assessment and review it annually.

121/1224- To receive information on the community spending (CIL).

Nothing to report for this meeting.

122/1224- To receive an update on the Police safe scheme report

The Police Safe report has been received by the Council and circulated prior to the meeting. The report was noted and the Police thanked for there work.

123/1224- To consider Parish Matters and agree action where necessary

a)-Projects for future consideration- Development of a project plan

An example of Badsworth Parish Councils project plan was presented to the Council, it was noted that this was a simple way to show what the Parish Council was working on, and the idea should be developed and brought back for consideration.

b)-Play area Safety Surface project

i)-The Clerk asked for names of local groups that would be supportive of a funding bid to improve the Village Hall Play Area, an outline of the application was given. The application will be updated and circulated for consideration at the next meeting.

ii)-It was reported that a quote for the bridge on the play equipment from The Community Workshop has been received for £170

RESOLVED to accept the quote and order the works on Health and Safety Grounds.

iii)-A quote for parts required to replace items found for the ROSPA report was presented the Council, the items are from SutcliffePlay the cost is £116.12

RESOLVED to accept the quote and order the items for fitting by the Council.

c)-The Green

Usage of the Green and issues arising from damage were discussed, it was noted that making revenue from an asset is difficult and returns often low. The Council is responsible for maintenance and upkeep of this public green space.

d)-Hanging Baskets

It was noted that the Parish Council may need to consider funding Hanging Baskets as few people had come forward to sponsor the provision. The current provider had been by far the most successful, consideration would be given during the setting of the budget in January.

Date and time of next meeting

The next meeting of Notton Parish Council will be held in Notton Village Hall on Thursday 2nd January 2025 at 7:30pm.

All the items covered under Parish Matters to be included on the agenda for January

Meeting Closed at 9:15pm