

**Notton Parish Council**  
**Minutes of the Parish Council Meeting held on Thursday the 4<sup>th</sup>**  
**December 2025 at 7:30pm in Notton Village Hall.**

**Present:** Cllrs Hicks (Chair), Jaggar, Taylor and Callaghan.

**In attendance:** A Woodhead (Clerk) U Ali (Ward Councillor)

**Members of the Public:** None

**97/1225 To receive comments or questions from members of the public attending.**

None present.

**98/1225 To receive and consider apologies for absence**

**Resolved** To accept apologies from Cllr Pywell. Apologies from Ward Councillors Cummings and Heptinstall, noted.

**99/1225 (A) To receive parish information from District Councillors and inform District Councillors of parish issues.**

a)-Grass clearing from around the Green has been reported and works undertaken, it was noted that Wakefield Council grass cutting for verges has finished for the year and will not resume until spring 2026.

d)- The report sent by Cllr Cummings in her absence was presented to the Council. The information was noted and thanks from the Parish Council made to the Ward Councillors for their work.

**99/1225 (B) Parish Councillors reported the following**

i)-The work undertaken to clear the creeping grass growth from the paths and roads around The Green has been started, it has however not been completed, it was requested that the good works undertaken be completed.

ii)-It was asked if Cllr Cummings could use her line of communication with the Metro Mayor to request funding for a sign stating how many fines have been issued in Notton over the past 6 or 12 months.

iii)-It was noted that a large pothole had appeared by the Post office a request for this to be repaired was made.

**100/1225 To confirm the minutes of the last meeting of the Parish Council**

**Resolved** to accept the minutes of the Notton Parish Council meeting held on the 6<sup>th</sup> November 2025 as a true and accurate record.

**101/1225 Highways Matters**

**Resolved** to progress a project to install gateway signage at a stated gateway to Notton, the Clerk was instructed to investigate landownership and permissions, possible grant funding opportunities and report back to the next meeting.

## 102/1125 Planning Matters

### a)- To consider planning validated applications

The following items were noted.

25/02158/FUL 26 High Ash Close Notton Wakefield, Single storey rear and side extension, conversion of garage to habitable room.

25/01764/FUL 3 Notton Lane Notton Existing loft converted into habitable accommodation with two front-facing.

25/02141/CPL Notton 2 Seckar Lane Woolley Single storey rear extension (following demolition of existing rear extension), single storey extension to side (following demolition of existing side extension), rear dormer, 2 no. roof windows to front elevation, new window to side elevation.

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

Nothing to report this meeting.

### c) To receive information on any appeals

Nothing to report this meeting.

## 103/1225 Financial Matters

### a)- To approve accounts for payment for November

**Resolved** that the following items be authorised for payment.

PAYMENTS		Nov-25	
Date	Item	Payee	£
03/12/2025	Wages	A Woodhead	277.91
03/12/2025	Tax & NI	HMRC	69.40
03/12/2025	Hanging Baskets	Hobson Nurseries Ltd	1920.00
03/12/2025	Notice Board repair x 3	Community Workshop	75.00
03/12/2025	Domain Renewal	ACS (Isuria)	30.00
Total (Awaiting Payment 'D')			<b>2,372.31</b>

### b)-To receive information on receipts and expenditure

**Resolved** to accept the information presented on receipts (as shown) and expenditure as presented.

Notton Parish Council Accounts 2025-2026		Income	
Date	Item	Statement	Amount£
15/04/2025	Precept WMDC		17,298.00
07/04/2025	Village Hall Donation (Defib project)		2156.87
22/08/2025	Main Grants National Lottery		12000.00
13/10/2025	Shaw Plot 1 and 2		60.00
16/10/2025	Mcaulay Plot 4		30.00
16/10/2025	Miller Plot 5		30.00
04/11/2025	Thorpe Plot 3		15.00
30/10/2025	Selby Plot 7		30.00

21/11/2025	Village Hall Donation (Play Surface project)		1163.00
01/12/2025	HMRC VTR XCV126000102253		3138.37
03/12/2025	HMRC VTR XCV126000102253		1384.47
		Totals	<b>37305.71</b>

Noted that VAT has now been reclaimed up to 31<sup>st</sup> October 2025, the two amounts shown on the accounts cover 2024-25 and 2025 to October.

**c)-To receive the Bank Reconciliation**

**Resolved** to accept the following Bank Reconciliation

**Bank Reconciliation**

			£
Cash brought forward from 2024-			
2025			15584.33
	Income to date 'A'		37305.71
	Total		52890.04
	Expenditure to date		
Notton Parish Council	'B'		29900.67
	<b>Current Balance</b>		<b>22989.37</b>
<b>Date 4th December 2025</b>	<b>Bank Balance</b>		25361.68
<b>STATEMENT NUMBER after no. 269</b>	Awaiting payment 'D'		2372.31
	<b>Balance</b>		<b>22989.37</b>

**d)-To receive the current spend to budget**

**Resolved** to accept the current spend to budget as presented to the Council.

**e)- To consider opening a high interest account and transferring £10,000 from Notton Parish Councils bank account and determine any action required.**

The Clerk presented two interest bearing accounts stating that efforts to find a third had failed, of the two, one offered 1.75% and the other 2.9%.

**Resolved** that following due diligence the Clerk should open a Local Council 90 Day Notice Deposit Account at 2.9% interest rate with the Hinckley and Rugby Building Society and that £10,000 be transferred in to it, details to be accessible to all Councillors. Action by any two. See Appendix 1.

**f)- To consider Notton Parish Council budget for 2026-27**

The Clerk presented the first draft of the Notton Parish Council Budget 2026-27 for consideration. Council noted the paper and will make a decision at the next meeting.

**g)- To consider adding all Councillors to the Bank Account so as to ensure that we have signatories and oversight of transactions.**

**Resolved** All Councillors to be put on to all banking systems (Current and proposed) with rights to view and authorise. The Clerk was instructed to start the processes required.

**104/1225 To consider correspondence and take action where necessary.**

The following correspondence was noted.

- Cllr M Cummings Highways, Highways work schedule
- YLCA An introduction to biodiversity net gain (BNG) and other nature designations in the planning system Webinar - Monday, 17 November 2025
- YLCA Climate Change Challenges for Local Councils Webinar - Wednesday, 19 November
- Mr J Cliff regarding his late mother
- WMDC Community Safe Places
- Cllr Cummings Report to Council December 2025

**105/1225 Grounds Maintenance**

It was noted that the Hanging Baskets had been very good this year, we will consider using the same supplier next year. Noted that there were no Grounds Maintenance issues identified.

**106/1225 Allotments**

The Clerk reported that a payment for an allotment plot was in process after which only one tenant had yet to make a rental payment for 2026. The Clerk was instructed to issue a reminder to this tenant.

**107/1225 Governance**

Notton Parish Council Budget 2026-27 Covered under item 103/1225(f)

**108/1225 To receive information on the community spending (CIL) and other projects and agree action.**

a)-To receive update on CIL money

No items for this meeting.

**109/1225 To consider the Police safe scheme report**

The Police Safe Scheme Reports for October and November were presented to the Council, noted and thanks expressed to the Police for their work in the Parish.

**110/1225 To consider Parish Matters**

**a)-To consider the placement of a Bench on The Green**

**Resolved** to allow the placement of a Bench on the Green to the same design as the last Bench fitted.

**b)- To consider position of Bench on The Green**

**Resolved** that the site of the bench at (a) to be on the Southern Edge of the Green.

**c) To consider any further available bench sites or/and to consider that the Parish Council will no longer accept or support any further requests for Benches in the Parish.**

**Resolved** that no other benches are to be placed on The Green once this one bench has been fitted and, that this information should be clearly stated on Notton Parish Councils Web site.

**111/1225 To consider changing the venue of the May 2026 meeting**

**Resolved** that the May Meetings of Notton Parish Council shall take place in Notton Cricket Pavilion, due to the Village Hall being used as a Polling Station.

**112/1225 To consider Notton Parish Councils Lap top and determine any action required**

The Clerk stated that the Parish Laptop Computer was old, slow and would not update to widows 11, it had not been used for Council business since the departure of the last Clerk.

**Resolved** that the Old Notton Parish Council Computer be properly disposed of with evidence of such held on file. The Clerk was instructed to facilitate this action.

**113/1225 Matters for inclusion on the agenda of the next meeting.**

i)-Notton Parish Council budget for 2026-27

ii)-CCTV

iii)-Gateway Signage

iv)-Seat

v)-Banking update

The meeting closed at 9:00 pm

## **Appendix 1, Item 103/1225(e) Extra Resolution**

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**To consider opening a high interest account and transferring £10,000 from Notton Parish Councils bank account to the Hinckley and Rugby Building Society.**

**Resolved** that following due diligence the Clerk should open a Local Council 90 Day Notice Deposit Account at 2.9% interest rate with the Hinckley and Rugby Building Society and that £10,000 be transferred from Notton Parish Council's Current Account held at the Unity Trust Bank in to it. details to be accessible to all Councillors. Action by any two.

Councillors- John Hicks, Stephen Jaggar, Marc Callaghan and David Pywell

Resolution passed this 4<sup>th</sup> December 2025

Signed

Andrew Woodhead, Clerk to Notton Parish Council