Notton Parish Council
Minutes of the Parish Council Meeting held on Thursday the 1st October 2026 at 7:30 pm in Notton Village Hall.

Present: J Hicks (Chair), P Taylor, D Pywell and S Jaggar.
In attendance: A Woodhead (Clerk), Ward Councillors Watkins, Ashton and Mrs Ashton.
Members of the public: None.

80/1026- To receive comments or questions from members of the public attending.
Q1. A letter had been received by the Council regarding a household CCTV camera noting that it appeared to cover a far wider area than the property.
A2. The Council had investigated and noted that this may be correct, it was also stated that in the past this kind of surveillance footage had been useful to the Police. The Parish Council has no power over the matter and concerns should be raised with the Police.

81/1026- To consider Apologies and reasons for absence
RESOLVED to accept apologies and reasons for absence from Cllr Callaghan.

82/1026- To receive any declarations of personal and/or prejudicial interests appertaining to the agenda.
None.

83/1026- To receive parish information from District Councillors/inform the District Councillors of Parish issues.
a)-A comprehensive report on possible solutions to the fly tipping issue had been received by the Parish Council from Poseidon Risk and Security regarding the ongoing issues on Smawell Lane. The Council thanked the author for their work and asked that the Ward Councillors take it back to Officers of Wakefield Council with a view to giving the findings and possible solutions some consideration.

b)-Ward Councillors were asked to forward e-mails of support for the Notton Gateway Signage Project to Wakefield Councils funding team in order to progress the project please.

c) Much work has been undertaken with Parish Councillors meeting Ward Councillors to identify pot holes in the Parishes Highways, this work is ongoing and Ward Councillors were thanked for their work and support.

d) It was noted that Ward Councillors will contact the current owner of Cedar Lodge requesting that the site is tidied and secured.

84/1026- To confirm the minutes of the Notton Parish Council meeting held on Thursday 3rd September as a true and accurate record.

RESOLVED to accept the minutes of the Ordinary meeting of Notton Parish Council held on the 3rd September 2026 as a true and accurate record.

85/1026- Highways Matters

RESOLVED That Cllr Jaggars proposal to increase safety at the George Lane/ A61/New Road, be forwarded to Ward Councillors, together with the list of highways issues discussed with Wakefield Council Highways department and former Ward Councillors, asking for the proposal to be given consideration and that the list of items agreed with Highways at that meeting be progressed. Cllr Pywell will collate and forward the information to Ward Councillors.

86/1026- Planning Matters

The following planning matter was noted;

26/01649/FUL 8A Ingswell Drive, Erection of a two-storey side extension and a single-storey side extension.

Councillors were asked to look at Wakefield Councils Planning portal as it was felt an application may have been missed. It was noted that Councillors are entitled to lodge objections or comment on any applications, independent of the Council and should use the opportunity if they feel necessary.

87/1026- Financial Matters

a)-To approve accounts for payment for September 2026

RESOLVED that the following items be authorised for payment;

PAYMENTS **September**

Date	**Item**	**Payee**	**£**
24/08/2026	Wages	A Woodhead	277.91
24/08/2026	Tax & NI	HMRC	69.40
		Total (Awaiting Payment 'D')	**347.31**

b)-To receive information on receipts and expenditure

Resolved to accept the information on receipts and expenditure as presented.

c)-To receive the Bank Reconciliation

Resolved to accept the following Bank Reconciliation;

Bank Reconciliation		£
Cash brought forward from 2025-2026		10299.79
	Income to date 'A'	17388.00
	Total	27687.79
Notton Parish Council	Expenditure to date 'B'	9156.85

	Current Balance	**18530.94**
Date 24th September 2026		
STATEMENT NUMBER	**Bank Balance**	18878.25
to 24th September 2026	Awaiting payment 'D'	347.31
	Balance	**18530.94**
Rugby & Hinkley Building Society	**90 day notice account**	10000.00
	Total	28530.94

d)- To receive the current spend to budget
Noted, it was stated that the VAT to be reclaimed currently stood at £762 with some also owing from last year.

88/1026- To consider correspondence and take action where necessary.
The following correspondence was noted:

- Parishioner Fly tipping issue
- Planning Weekley List 8 Sept
- Chevet Lane Notice – Cllr Watkins
- NFP Workshops, Training dates
- Safe Scheme Report
- RASWA Report – Cllr Watkins
- Safe Scheme extra item
- NFP Workshop, Training dates
- Planning Weekley List 11 Sept

89/1026- Grounds Maintenance
a) It was noted that work requested on the pond at the last meeting was still to be undertaken, the Clerk sent a reminder text to the contractor from the meeting.
b) It was noted that some Councillors were not comfortable with checking trees that the Parish Council was responsible for and were not sure which trees are the ones. Cllrs are to put a definitive map together with a view to having the trees examined by an expert on a biannual or five yearly basis. The map will need to be put together first in order to give the matter proper consideration.

90/1026- Allotments
It was noted that there had been two enquiries for allotment but no allotments are currently vacant.

91/1026- Governance
a)- Staff review
It was noted that staff appraisals were due, Cllr Hicks and Jaggar would meet with the Clerk online to undertake the appraisal. The Clerk agreed to complete the paperwork and circulate prior to the meeting.

b) Noted that the Annual Playground Safety Check is due and we received confirmation form RoSPA that it will be carried out within the next month, but we haven't had anything back, the Clerk will chase this up.

c)- The public statement on level of reserves was reviewed, the Council noted that the statement is still current.

d)- To consider Parish Clerk Pay review based on YLCA information supplied.
RESOLVED to accept the YLCA recommendation and grant the Clerk a 3.3% pay increase backdated to 1st April 2026.

e)-To consider the last page of the internal audit report- Accessibility Statement for Notton Parish Council. Item deferred on account of the Notton Parish Council Website not being on line today. Cllr Hicks will enquire as to the reason.

f)-To consider the Risk review.
RESOLVED to accept the updated risk review that has had Parish Council Trees added to it.

92/1026- To receive information on the community spending (CIL) and other projects and agree action.
No CIL items this meeting.

93/1026- To receive an update on the Police safe scheme report
The Police Safe Scheme report for the last quarter was accepted, the Council noted that the work was beneficial for the Parish and the Police were thanked for their work.

94/1026- Parish Matters
a)- To consider the Parish Council Website Content and agree any action required
Noted that the Clerk will look at the Parish Council website and if there are any items missing he will send them on to the Chair for loading onto the system. Noting that the Website was currently off-line.

b)- To consider any action required for the Jean Duncan Bench on the Green.
It was noted that the length of the text for the Memorial Plaque was an issue and a sorter version for this location would be requested. Work is ongoing.

c) - To receive an update on the Notton Gateway Signage Project
Item covered at 83/1026 (b).

95/1026- Date and time of next meeting
RESOLVED that the next meeting of Notton Parish Council will be held on Thursday the 5th November 2026 at 7.30pm in Notton Village Hall.

Agenda items

- Barnsley Road (A61) George Lane, New Road Junction
- Notton Gateway project
- Website content
- Items left from the internal audit report
- Tree locations
- Village Pond Cleaning

Meeting Closed at 9:15pm.