

**Minutes of the Meeting of Walton Parish Council held on Monday 4 July 2022 at 7.30pm
Village Hall, Walton**

Present- Councillors David Aspland (Chair), Stephen Sharp, Ed Simpson, David Taylor, Mark Wake.
Also in Attendance Helena Buck (Clerk)
 Ward Cllr Norma Harrington
 2 Walton residents

- 1. Apologies for absence noted and approved.** Cllrs Clark, Prudhoe.
- 2. Declaration of any disclosable pecuniary interests.** Cllr Aspland: Item 16c.
- 3. To accept the minutes of the Annual Meeting of the Parish Council Meeting held on 9 May 2022 as a true and correct record.**
 It was resolved that the minutes of the Annual Meeting of the Parish Council held on 9 May 2022 be accepted and approved as a true record, agreed by all.
- 4. To receive the Vice-Chair's signature on the Declaration of Acceptance of Office.**
 It was resolved that the Declaration of Acceptance of Office of Vice-Chair would be signed at the next Parish Council meeting.
- 5. Matters arising from the minutes.** None.
- 6. Police Matters: to consider the most recent Crime Information.**
 The most recent aggregate crime figures for the Wetherby Ward had been circulated. The new format included an increased number of ASB (anti-social behaviour) and crime categories and a crime overview but precise locations of where these crimes were being committed was not given.
 Next PACT meeting: Tuesday 2 August, 18.30-19.30pm at the Methodist Church, Bank Street, Wetherby.
 Residents are encouraged to attend the monthly PACT meetings where any issues or concerns can be discussed with their local Neighbourhood Policing Team.
- 7. To consider correspondence received.** A correspondence list had been circulated and noted.
- 8. Financial Matters**
 - a. The Internal Auditor report for the full financial year 2021-22 was received and approved.
 - b. Noted: period for Exercise of Public Rights to inspect the financial accounts: Monday 13 June to Friday 22 July 2022.

The following accounts were approved:

 - c. Income and Expenditure to 30 June 2022 including Bank Reconciliation.
 - d. Income & expenditure forecast to 31st March 2023.
 - e. Payments approved:
 - i. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 27584 dated 4 June 2022. £8.33 + £1.67 VAT. Tot £10.
 - ii. Richard Dorsey. To carry out internal audit for full financial year 2021/22. Total £110.00.
 - iii. Time Assured Ltd. Inv-22161. St Peter's Clock repair: Bevel gear set dismantled, cleaned & reassembled. Set up clock mechanism & left in good working order. £100 + £20 VAT. Tot £120.00.
 - iv. H. Buck Inst Inks reimbursement – Hewlett Packard Instant Inks DD by credit card for Office Jet 4650 Printer: May-June 22: £9.99 per month. £8.32 + £1.67 VAT x 2. Tot £19.98.

- v. H. Buck reimbursement. ICO (Information Commissioner's Office) Renewal confirmation ICO: 00010025985 end date 3 July 2023. Data Protection Fee 2022-23. £40.00.
- f. Approval for Clerk salary and expenses May-June 2022 (circulated).
- g. Approval for HMRC payment: Tax on Clerk's salary May-June 2022 (circulated).
- h. Noted: HMRC Employer Payment Booklet (bank giro credit payslips) 2022-23 had not arrived. Cheque Nos 100961 & 100962 dated 9 May 2022 had therefore been cancelled and HMRC PAYE payments for March & April (£92.00) made on-line by Cllr Taylor.
- i. It was agreed that future HMRC PAYE payments could be made on-line by Cllr Taylor.

9. Traffic update incl. traffic calming measures.

Cllr Clark had forwarded notes to Cllr Aspland which were considered in the discussion.

Cllr Sharp reported that there had been a meeting between with LCC Highways to consider 'rat running' through the village and traffic speed at Wetherby Road. The two issues may need to be addressed separately.

Position of Village Gates – LCC Highways required that these should be positioned at the entrance to the village and not at the main Wetherby Road.

Speed humps would be reconsidered in conjunction with village gateways, coloured tarmac and 'shark's teeth' road markings at the (less populated) entry/exit roads only. Cllr Harrington noted that location of speed humps required careful consideration as they could potentially increase traffic noise and damage buses, trucks and emergency vehicles.

Knee-high fencing to be installed at the School Lane (blind corner) bend.

20mph speed limits to be extended on road entrances into the village (Hall Park Road & Springs Lane).

60mph speed limit at the Cricket Pitch to be reviewed.

'No HGV' signs to be sited more prominently.

10. St Peter's Clock repair & ongoing maintenance programme.

Time Assured Ltd had attended St Peter's Clock (Bevel gear set dismantled, cleaned & reassembled), set the mechanism & completed the repair for £100 + VAT. This compared with Smith of Derby's quote of £3,987 + VAT based on a different fault diagnosis which required removal of dialworks & hands using ropes and repair at their Derby workshop. It was agreed that Time Assured Ltd should be contacted to arrange an annual maintenance programme/contract according to their T&Cs as circulated.

11. Cycle track update & routine inspections.

Cllr Aspland completed the 2-m check & maintenance schedule. Some boundary fencing lats needed replacing and verge creep was noted. To be investigated – pylon insulator glass near the footpath. Cllr Simpson had previously reported by email that a generating board visit was due on 21 June.

12. Review of Platinum Jubilee Celebrations (Cllr Wake).

Village Hall-led celebrations in collaboration with the Parish Council and the Church were a great success. The VH Committee is offering residents the opportunity to sponsor a tree or bench in the new Jubilee Garden. Cllr Harrington reported that LCC will be donating a new Jubilee bench to the Parish.

13. Annual review of Risk Register/Management Document, approved.

14. Review of GDPR Data Information Audit, approved.

15. Village Hall Development (Cllr Wake).

- a. Charitable status: transfer to CIO (Charitable Incorporated Organisation) is now complete.
- b. Grant opportunities: the Village Hall can now apply for grants only available to charities.
- c. Good levels of rental income are being maintained.

- d. Defibrillator training planned for 9 July.
- e. Bonfire Night event - planned.
- f. VH Extension on hold. Some maintenance is required, including part replacement of main hall wooden flooring.

16. Planning matters.

- a. Application 22/02840/FU/NE For: Erection of fourteen new dwellings and associated landscaping works. Site At: Land West of Spring Lane/Walton Cricket Pitch Walton. Comments letter dated 31 May 2022 sent to Planning.
- b. Application 22/03577/FU/NE For: Construction of a Garden Centre (Use Class E) including car parking; new access; adventure and outdoor play areas; associated landscaping works Site At: Land At Thorp Arch Retail Park Thorp Arch Estate Wetherby Grid Ref: 444857446337. The application site is not within Walton’s official Parish boundary. An extension to the comments deadline (14 June) has been requested by Thorp Arch Parish Council. Walton PC broadly supports development on the brownfield site but traffic increase remains a concern. WPC will continue to liaise with Thorp Arch PC.
- c. Application 22/03015/FU/NE For: Erection of Farm shop with cafe with associated car parking and landscaping Site At: Land East Of Smiddy Hill Walton Wetherby Grid Ref: 444557447596. Comments letter dated 16 June 2022 sent to Planning. Traffic and drainage issues highlighted.
- d. Application 22/03566/FU/NE For: Detached outbuilding forming garage with office over Site At: Walton House Hall Park Road Walton Grid Ref: 444401447792. No Objections.
- e. Application 22/03640/FU/NE For: New canopy to front Site At: Laurel House Farm Hall Park Road Walton Grid Ref: 444400447839. No Objections.
- f. Application Number: 22/04326/TR For: T1 Horse Chestnut - Crown lift to approximately 5m and crown thin by 25%. Site At: Walton House Hall Park Road Walton. No Objections.

17. To consider minor items and to notify the Clerk of items for inclusion on the agenda of the next meeting. Clerk to review PC email provision.

18. Date of next meeting Monday 5 September 2022, 7.30pm in the Village Hall.

Signed.....Chairman

Date.....

Contact the Clerk at secretary@walton-pc.gov.uk