

**Minutes of the Meeting of Walton Parish Council held on Monday 5 September at 7.30pm  
Village Hall, Walton**

**Present- Councillors** David Aspland (Chair), Stephen Sharp, Richard Prudhoe, 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, Simpson.
2. **Declaration of any disclosable pecuniary interests.** None.
3. **To accept the minutes of the Parish Council meeting held on 4 July 2022 as a true and correct record.**  
 It was resolved that the minutes of the Meeting of the Parish Council held on 4 July 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 crime and ASB (Anti-Social Behaviour) figures for the Wetherby Ward had been circulated. Crime figures were aggregated for the entire Wetherby Ward therefore the precise locations of where offences had been committed were unavailable.  
 The PC agreed to sign up to the Community Safety Charter launched to tackle crimes in public spaces. Leeds Crime Prevention Officers can be contacted at the following email address:  
[leedscpo@westyorkshire.police.uk](mailto:leedscpo@westyorkshire.police.uk)
7. **To consider correspondence received.** A correspondence list had been circulated and noted.
8. **Financial Matters.**  
 The following accounts were approved:
  - a. Income and Expenditure to 31 August 2022 including Bank Reconciliation.
  - b. Income & expenditure forecast to 31st March 2023.
  - c. Noted: that the PC does not wish to opt out of the Smaller Authorities' Audit Appointments sector led auditor appointment regime. The next 5-year appointing period runs from 2022-23 until 2026-27.
  - d. Noted: remaining CIL monies needed to be used by October 2023.
  - e. Cycle track maintenance: it was noted that some repairs to the fencing were required. The PC extended thanks to Cllr Simpson for his recent hedging work.  
**Action:** Cllr Sharp to request a quote for fence repairs.
  - f. Payments approved:
    - i. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 27951 dated 4 July 2022. £8.33 + £1.67 VAT. Tot £10.
    - ii. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 28325 dated 4 August 2022. £8.33 + £1.67 VAT. Tot £10.
    - iii. PWLB Loan repayment due 15 Sept 2022: £771.57.
    - iv. H. Buck Inst Inks reimbursement – Hewlett Packard Instant Inks DD by credit card for Office Jet 4650 Printer: July-Aug 22: £9.99 per month. £8.32 + £1.67 VAT x 2. Tot £19.98.

- g. Approved: Clerk salary and expenses July-August 2022 (circulated).
- h. Approved: HMRC payment: Tax on Clerk's salary July-August 2022 (circulated).

## 9. Updates: Traffic Calming & Bus Services.

Cllr Clark had forwarded notes which were discussed in the meeting. Summary:

### a. Traffic Calming

The PC is aware and has agreed to the case that was put to LCC traffic section in regard to the proposed arrangements for traffic calming in Walton.

LCC had responded to queries about impending works in Walton as follows:

- There is an agreed programme of work with LCC although they are behind schedule.
- The relocation of the Springs Lane and Hall Park Road speed limit signing would need a legal Speed Limit Order to change the extents of the speed limit which would cost 2x approx. £7,500 per order. It would be sensible to undertake the changes on both Springs Lane and Hall Park Road at the same time and the costs to be borne by one of the developers.
- Leeds City Council has no funding for any of the major changes in and around Walton.
- The PC supports the proposed changes to the Wetherby Road/Walton Road junction.
- The gateway treatment for the School Lane and Smiddy Hill will be undertaken initially, with the gateway treatment on Springs Lane and Hall Park Road being carried out as part of the speed limit signage changes. Once LCC has carried out the gateway treatments, it will then be down to the Parish Council to arrange the actual features to demarcate the gateway itself.
- In terms of signage, LCC will be taking into account the need to reposition some of the signs so that they are more conspicuous to approaching drivers.
- The signing and gateway treatment works are being finalised and will be issued for implementation in the next couple of weeks.

A number of points:

- The Parish Council has been advised by LCC that a radical re-signage of the roads around and into Walton was being undertaken. Clearly some work is proceeding – however this is sounding lighter touch than was initially the case.
- The gateway treatment work is, the PC believes, a resurfacing of aspects of the road surface at village entry points to the village.
- The 'gates' will not be funded by LCC. Work is being undertaken in examining the implications, the positioning and the possible next steps. LCC Highways will advise on the exact positioning. There are some potential suppliers and there are potentially interested people in the village who would consider offering to help with this work. There will be a cost to the Parish Council, as yet not determined.
- The PC needs to make the case for a more radical approach in the light of the Tong development and the library expansion – a bid for funding and potential road realignment.

Next steps:

- PC to take stock of the LCC work. Additional advice is due from LCC Highways.
- Cost out the associated 'gate' requirement and potential for erecting the gates, at this stage, likely to be two entry points only given the linking of the other two sites to the Springs Lane development.
- Take a position with developers re. funding of traffic safety arrangements.

In addition, the PC considered that planning conditions should include traffic calming measures.

### b. Bus Services

The PC has submitted a note to the Mayor of West Yorkshire asking for full consideration to be given to rural services, particularly given the likely increase in traffic volume to and through the Walton area. The

PC cited the Tong Development; the library expansion; the Housing growth in Thorp Arch and Walton's own development. It is part of a broader campaign re rural bus services.

**10. Review of councillor email addresses.**

It was agreed that councillors should be issued with .gov.uk email addresses to improve the council's data protection requirements. The host provider has already been contacted for advice.

**Action:** Clerk to obtain a quote from PC Crew.

**11. Village Hall Update (Cllr Wake).**

The first meeting of Walton Village Hall CIO Trustees took place on 7 September. The Constitution had been amended to include an additional clause to ensure that disposal of assets must be authorised by the Parish Council and majority of village residents.

Audit requirements had been considered.

Internet banking arrangements were being progressed.

Funding sources were being investigated.

Bookings remained strong with parties, children's events and wedding enquiries coming in for 2023.

WiSE is continuing.

Bonfire preparations are in progress. 300 tickets max on sale. Cllr Prudhoe to arrange H&S - repeat of previous year. Cllr Taylor to arrange alcohol licence. Fox & Hounds will provide food.

An energy survey has been undertaken to assess current requirements and future options.

Cllr Harrington introduced the LCC and Churches Together Warm Space Initiative where public spaces, including Village Halls and churches, could be used as warm places for the community in cold weather, particularly those affected by fuel poverty. It would require coordination to allow effective and efficient use of energy, e.g. by extending a scheduled indoor event by a few hours to become a social warm, safe spaces where community members could take refuge and expect a friendly and inclusive welcome. Any offers of suitable venues would be advertised across the Ward.

**12. Planning matters.**

- a. Additional Parish Notification: Application Number: 22/04293/FU/NE For: Siting of single storey sales office. Site At: Stirling Investments Ltd Thorp Arch Grange Walton Road. The application site is not within Walton's official Parish boundary. No objections.
- b. Application Number: 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. Received 24 May. An extension to the comments deadline (originally 14 June) was requested by Thorp Arch PC. Walton PC comments sent to LCC Planning on 15 July 2022.
- c. Update to current Planning Application – Application No: Ref. No: 20/08547/FU |Status: Pending Consideration For: Change of use of land for the siting of 8No. Glamping geodomes for holiday use, storage building and ancillary works At: Land off Hall Park Road, Walton, Wetherby LS23  
**Action:** Cllr Aspland to respond to Yorkshire Water Pre-Development Team letter (ref. Y011013 dated 4 August 2022 available on LCC Planning Portal) re. sewage issues at Hall Park Road.

**13. Defibrillators.**

Noted: the defibrillator located at the Fox & Hounds Public House will be removed for three days in September for a software update (collection date 20 September). During that time the Village Hall defibrillator will be the only one available.

**14. To consider minor items** and to notify the Clerk of items for inclusion on the agenda of the next meeting.

Cllr Harrington requested that the PC should decide on the location of the new Jubilee Bench provided by LCC. Councillors agreed that the most suitable location would be mid-way up Smiddy Hill, LHS verge

facing Main Street. Proposed Cllr Aspland, seconded Cllr Wake. Permission may be required from LCC Highways.

**15. Date of next meeting** Monday 7 November 2022, 7.30pm in the Village Hall.

Signed.....Chairman

Date.....

Contact the Clerk at [secretary@walton-pc.gov.uk](mailto:secretary@walton-pc.gov.uk)