

**Minutes of the Meeting of Walton Parish Council held on Monday 7 November 2022 at 7.30pm
Village Hall, Walton**

Present- Councillors David Aspland (Chair), Brodie Clark CBE, Stephen Sharp, Richard Prudhoe, 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.** None.
2. **Declaration of any disclosable pecuniary interests.** None.
3. **To accept the minutes of the Parish Council meeting held on 5 September 2022 as a true and correct record.**

It was resolved that the minutes of the Meeting of the Parish Council held on 5 September 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.**

Cllr Clark agreed to stand as Vice-Chairman and duly signed the Declaration of Acceptance of Office, all in favour.

5. **Matters arising from the minutes.** None.

6. **Police Matters: to consider the most recent Crime Information.**

The most recent crime and 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.

A local dog incident was discussed.

Leeds Crime Prevention Officers can be contacted at 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 October 2022 including Bank Reconciliation.
- b. Income & expenditure forecast to 31st March 2023.
- c. It was agreed by all that £200 of the remaining CIL monies should be allocated to cycle track fencing maintenance.

Actions: Cllr Simpson to carry out fencing repairs.

Clerk to investigate availability of hedging whips as long-term measure to replace boundary fencing.

- d. Payments approved:

- i. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 28677 dated 4 Sept 2022. £8.33 + £1.67 VAT. Tot £10.
- ii. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 29040 dated 4 October 2022. £8.33 + £1.67 VAT. Tot £10.
- iii. H.Buck Reimbursement – WEL Medical Invoice I259780 Defibrillator Battery replacement £170 + £43 VAT. Tot £213.
- iv. H. Buck Inst Inks reimbursement – Hewlett Packard Instant Inks DD by credit card for Office Jet 4650 Printer: Sept-Oct 22: £9.99 per month. £8.32 + £1.67 VAT x 2. Tot £19.98.

- v. Anthony Farrimond: website maintenance (£75) anti-spam licence renewal (£18) & 1hr training session (£75). Tot £168.
- e. Approval for Clerk salary and expenses Sept-Oct 2022 (circulated).
- f. Approval for HMRC payment: Tax on Clerk's salary Sept-Oct 2022 (circulated).

9. Review of councillor email addresses.

It had been agreed at the previous PC meeting that each councillor should be issued with a .gov.uk email address to improve the council's data protection requirements. PC Crew had provided quotes for two options: a. log into control panel and set up 7 mail accounts with passwords; b. remotely connect to users' computer and add mail account to preferred mail client.

Action: Clerk to contact PC Crew to confirm cost of preferred option 'b'.

10. Comms update.

Methods of issuing information across the village included Village Hall facebook, website, newsletters, email distribution list, mail drops, flyers, and noticeboard. It was agreed that further discussion was required, particularly on the effectiveness of the different methods, with reference to village demographics, email access and levels of response.

11. Civility & Respect Protocol 2022.

It was agreed to adopt the NALC Civility & Respect Protocol as advised by YLCA.

12. Village Hall Update (Cllr Wake).

Bookings remained strong with addition of a new dance group and wedding enquiries.

The bonfire event was a success with thanks extended to Cllr Simpson for his support. Estimate of attendance: c. 20% Walton residents, c. 80% from outside the village.

Christmas Lights switch-on planned for 26 November. Christmas trees to be ordered.

Spring bulbs to be planted in the Jubilee garden.

Current projects:

- a. Basic toilet refurb to take place early 2023.
- b. Floor upgrade due to joists failure.
- c. Hall Extension – 3 quotes required. Grant funding will be pursued.

13. Planning matters.

- a. Update on Application No: 20/08547/FU Change of use of land for the siting of 8No. Glamping geodomes. Land off Hall Park Road Walton. Additional PC comments (in response to Yorkshire Water Pre-Development Team letter ref. Y011013 dated 4 August 2022 available on LCC Planning Portal) sent to LCC Planning on 12th October 2022.
- b. Application No: 22/06124/FU/NE For: Erection of new fencing Site At: HM Prison Wealstun Walton Road Thorp Arch. Application site is not within Walton Parish boundary. No objections.
- c. Application Number: 22/06042/FU/NE. For: Extensions to existing dwelling (alternative proposal to approved development 21/06791/FU for a replacement dwelling). Site At: Edan Lea Springs Lane Walton. Comments supporting the application sent to LCC Planning on 7th October 2022.
- d. Additional:
 - i. Cllr Aspland to respond to the latest traffic management data ref. 22/03577/FU Land at Thorp Arch Retail Park.
 - ii. The Springs Lane site nominated under the neighbourhood plan is approaching final planning consideration. The footpath to this runs alongside the Village Hall. In registering the playground area of the Village Hall field it seems the whole of the field has been registered to the PC. This is clearly an error and Cllr Aspland is

processing the necessary correction. In the meantime a notice concerning the footpath will be sent to the PC as the temporary holders of title.

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

a. Cycle track pylon. Electrical distribution network operator (Northern Power Grid) to be contacted regarding fallen debris caused by vandalism to glass insulators. Clerk had recently removed glass fragments from the verge.

Action: Cllr Simpson to follow up.

b. Website links. Private companies (internet providers & home care services) had asked the PC to post web links & company information on the PC website. It was agreed by all that this was not appropriate in order to maintain PC impartiality.

c. Long-term issues affecting the village incl. large-scale planning applications, traffic management and infrastructure, flooding & drainage. These required monitoring with feedback to residents.

Action: It was agreed that Cllrs Aspland & Clark should meet to discuss these issues, consider whether individuals could be asked to act as topic ‘champions’, and prepare an update for residents.

2023 Meeting Dates

9 Jan

6 Mar

15 May - Annual Meeting of the Parish Council (& Annual Parish Meeting for members of the public)

3 July

4 Sept

6 Nov

15. Date of next meeting Monday 9 January 2022, 7.30pm in the Village Hall.

Signed.....Chairman

Date.....

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