

**Minutes of the Meeting of Walton Parish Council held on Monday 9 January 2023
at 7.30pm, Village Hall, Walton**

Present- Councillors David Aspland (Chair), Brodie Clark CBE, Stephen Sharp, Ed Simpson, David Taylor, Mark Wake.

Also in Attendance Helena Buck (Clerk)
1 Walton resident

1. **Apologies for absence noted and approved.** Cllr Prudhoe.
Ward Cllr Norma Harrington also sent apologies.
2. **Declaration of any disclosable pecuniary interests.** None.
3. **To accept the minutes of the Parish Council meeting held on 7 November 2022 as a true and correct record.**

It was resolved that the minutes of the Meeting of the Parish Council held on 7 November 2022 be accepted and approved as a true record, agreed by all.

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

5. **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 precise locations of reported offences were unavailable. It was suggested that Police reporting could be improved by specifying crime by location, information which had been available in a previous format, and that a PC member could attend the next PACT (Police and Communities Together) meeting to discuss the reporting system with Ward Councillors and police officers.

Date of next PACT meeting: Tuesday 7 February, 6.30pm, Methodist Hall, Bank Street, Wetherby.

6. **Correspondence received** – for information.

A correspondence list had been circulated and noted.

- 'Better Buses for West Yorkshire Campaign'. An update had been received from WY Mayor Tracy Brabin's office.

- Free packs of hawthorn & mixed hedgerow shrubs for planting along the public footpath/cycle track field boundary would be delivered in March.

7. **Financial Matters.**

The following accounts were approved:

- a. Income and Expenditure to 31 December 2022 including Bank Reconciliation.
- b. Income & expenditure forecast to 31st March 2023.

Cllr Taylor presented a detailed account of I&E forecast to 31 March 2023 which showed projected carry-forward reserves of £7442 as at 31 March 2023. The forecast reserves were equivalent to 12 months of precept income.

It **resolved** to accept the Income and Expenditure forecast as presented, agreed by all.

- c. Budget for 1st April 2023 – 31st March 2024.

Cllr Taylor presented the proposed budget for 1st April 2023 – 31st March 2024, emphasising that future expenditure should have regard to the proposed precept income.

It was **resolved** to accept the budget as presented, proposed Cllr Taylor, seconded Cllr Aspland, agreed by all.

- d. Review and Approval of Proposed Precept Income for 2023-24 (Cllr Taylor).

The current inflation rate (CPI) was c. 11% but this was expected to fall within the next few months.

It was **resolved** to increase the precept by 5.6% as this was comparable with the anticipated % rise in the Leeds City Council CTS Grant for 2023/24, proposed Cllr Taylor, seconded Cllr Aspland, agreed by all. Precept income for 2023-24 including £81 anticipated CTS Grant would therefore be £7181. Approval was conditional on there being no significant change to the proposed increase in LCC CTS Grant.

- e. Payments approved:
- i. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 29439 dated 4 Nov 2022. £8.33 + £1.67 VAT. Tot £10.
 - ii. Inca Europe Ltd: Annual basic domain hosting for walton-pc.gov.uk for period 17.2.2023- 16.2.2024, annual email service & annual DNS service for the above domain. £60.00 + £12.00 VAT. Tot £72.00.
 - iii. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 29818 dated 4 Dec 2022. £8.33 + £1.67 VAT. Tot £10.
 - iv. Play Inspection Company: Annual playground inspection & stock valuation. £72.95 + £14.59 VAT. Tot £87.54.
 - v. Ware & Kay Solicitors: Deed of variation to lease to Walton Parish Council. £225.00 + £45.00 VAT. Tot. £270.
 - vi. H. Buck Inst Inks reimbursement – Hewlett Packard Instant Inks DD by credit card for Office Jet 4650 Printer: Nov-Dec 22: £9.99 per month. £8.32 + £1.67 VAT x 2. Tot £19.98.
 - vii. JE Simpson & Sons: Annual rent for Footpath/cycle track 2023 (£500) + Annual rent for Playground 2023 (£100). Subtotal £600 + £120 VAT. Tot: £720.00.
 - viii. To approve purchase, install & set-up of replacement PC printer (HP Office Jet 4650 Printer is faulty, PC Crew have advised that Hewlett Packard no longer supports the current driver and the printer should be replaced). Estimated cost (awaiting firm quote): £100 + £84 install & set-up + £36.80 VAT. Tot estimate £220.80.
 - ix. Subject to confirmation from PC Crew that this is a 1-off fee, to approve PC Crew to set up 7 councillor email accounts, to remotely connect to users computer and add mail account to preferred mail client (outlook, mail etc.), £36 each. 1-off fee: £36 x 7 = £252.00 + £50.40 VAT. Tot £302.40.
- f. Approval for Clerk salary and expenses Nov-Dec 2022 (circulated).
- g. Approval for HMRC payment: Tax on Clerk's salary Nov-Dec 2022 (circulated).

8. To consider the Play Inspection Company annual inspection report, dated 13 Dec 2022.

The annual playground inspection report had been circulated and noted. Issues included faulty gate fitting and swing chain wear which would be addressed & monitored.

Action: Cllr Sharp to progress.

In addition, Village Hall Committee members would ask Village Hall clients using the playground to clean down the equipment after use.

It was noted that the Village Hall would pay for the 6-monthly inspections conducted by HAGS.

9. Village Hall Development (Cllr Wake).

- a. The Village Hall CIO Constitution had been circulated and noted, specifically clause 4.9 which stated:

Before any assets owned by the village hall can be sold, mortgaged or otherwise disposed of by the trustees, agreement is obtained from:

- Walton Parish Council
- Walton residents, by majority vote at an Extraordinary Meeting of the Village Hall Committee.

It was agreed by all that clause 4.9 accurately reflected the wishes of the Parish Council.

23/03

- b. Bonfire night event was a success, proceeds will be used for refurbishment of the toilet area.
- c. Christmas lights switch on event was a success. Thanks to Ward Cllr Harrington for financial support.
- d. Any outstanding LCC Arium Grant will be used on spring planting (bulbs & shrubs).
- e. Village Hall Committee has met WiSE (Wetherby in Support of the Elderly) to discuss future events.
- f. Village Hall Development. Current projects:
 - Basic toilet refurb in progress.
 - Floor upgrade due to joists failure - quotes in progress.
 - Quotes for I-R Heating coming in.
 - Hall Extension - Grant funding from specific sources is being pursued.
 - Comms Audit - aim is to develop a comprehensive database.

10. Planning matters.

No new planning applications had been submitted since the last PC meeting. Ward Cllr Harrington would be asked for an update on the progress of current planning applications as the LCC planning process was currently proceeding at an extremely slow rate. Cllr Harrington may also be asked to provide advice on the Neighbourhood Plan review.

11. Public footpath/cycle track/bridleway update.

Update to the Public footpath/cycle track/bridleway risk assessment had been circulated and noted. Update approved by all.

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

- a. Cllr Taylor gave notice he would be standing down from the Parish Council at the May meeting and would not be seeking re-election.
- b. The Clerk gave notice that she would be standing down from the Parish Council at the May meeting.
- c. Cllr Clark suggested the following priorities for 2023 which would require further discussion:
 - i. Drainage & sewage.
 - ii. Traffic calming.
 - iii. Impact of local development.
 - iv. Positive engagement with stakeholders including residents, Ward Councillors and LCC officers.
- d. Cllr Simpson drew attention to potholes at the junction of Springs Lane/Main Street.

13. Date of next meeting Monday 6 March 2022, 7.30pm in the Village Hall.

Signed.....Chairman

Date.....

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