

WALTON PARISH COUNCIL MEETING

Minutes of the Meeting of Walton Parish Council held on Monday 6 January 2020 at 7.30pm in the Village Hall, Walton

Present- Councillors Brodie Clark CBE (Vice Chair), Richard Prudhoe, Stephen Sharp, David Taylor, Mark Wake.

Also in Attendance Helena Buck (Clerk)
Ward Cllr Norma Harrington
Ward Cllr Linda Richards
Alison Crawford (Comms Group)

Ward Cllr Harrington introduced Cllr Richards as the new Ward Councillor for the Wetherby Ward.

1. Apologies for absence. Cllrs Aspland, Simpson.

In the absence of Cllr Aspland the meeting was Chaired by Cllr Clark.

2. Declarations of any pecuniary interests. None.

3. Minutes of the Parish Council Meeting held on 4 November 2019.

It was **resolved** that the minutes of the Parish Council Meeting held on 4 November 2019 be accepted and approved as a true record, proposed Cllr Prudhoe, seconded Cllr Taylor, all were in favour.

4. Matters arising from the minutes.

Cllr Taylor had contacted YLCA to clarify a VAT query.

Alison had attended a LCC Climate Emergency workshop. Cllr Harrington confirmed that Outer NE Forum would be organising additional Climate meetings.

The abandoned car on private land adjacent to Walton Road had been vandalised. Cllr Harrington confirmed it was the owner's responsibility to remove the vehicle but this was unlikely as the owner did not live locally. She offered to contact LCC regarding possible removal as fly tip.

5. Police Matters: to consider the Crime Report and determine appropriate action.

Walton area November: Business & Community Crime noted. Due to Data Protection Laws Police unable to give more information as publicity opposed.

Walton area December: No crimes reported.

Wetherby PACT (Police and Communities Together) meetings had been organised, dates to be forwarded.

Cllr Clark thought it would be useful to receive capture & conviction rates and he would raise this at the next PACT meeting. He would also raise concerns on the extent of absent information under the 'publicity opposed' heading and the case of the 'wrecked' car.

6. To consider correspondence received by the Clerk since the last meeting and to agree further action where necessary. A list of official correspondence received since the last meeting had been circulated and the contents noted.

Causeway magazine had received a prestigious national award. The PC wished to thank Rachel for her excellent work as editor and as she was standing down **it was agreed** that up to £30 should be allocated towards a thank-you gift, proposed Cllr Wake, seconded Cllr Prudhoe. Cllr Clark to follow up.

Withdrawal of Planning Application 19/06254/FU: Dwelling with garage & associated hard/soft landscaping - Land adj. to Pinewood Hall Park Road Walton – noted.

7. Overview of Projects and Agreed Plans (Cllr Prudhoe).

Cllr Prudhoe gave an overview of the Project Progress meeting dated 5 December 2019, summary given as Appendix 1.

a. Circular Path Agreements (Cllrs Prudhoe, Clark & Sharp). Cllrs Clark and Sharp were continuing to liaise with landowners in the UK and South Africa regarding changes to the final documentation. The three signatories were yet to establish a common view regarding terms of the lease.

Cllr Prudhoe had received confirmation that the Permissive Path documentation was lodged with LCC. Two other paths had been added to the Leeds Rights of Way map.

b. Traffic Calming (Cllr Clark). Gateway 20mph signs and smaller 20mph repeater signs had been installed. Cllr Prudhoe commented that the 20mph speed limit was not being adhered to but there would be no additional police monitoring.

c. Heritage Board (Cllr Taylor). Proposed location: top of Smiddy Hill, grass verge near the BT Exchange box. Cllr Taylor to finalise the design and Cllr Prudhoe to pursue appropriate permissions. The deadline to secure the grant was end of January, a proforma invoice would be sent.

d. Development Sites and Planning Issues (Cllrs Clark & Sharp). Spring Lane development: LCC to comment on issues such as vehicle exits and traffic calming. Progress is being made and Cllr Sharp continues to liaise with LCC and landowners.

e. Tree & bench: it was agreed that this should be put back to the village for discussion.

f. Other Business: Supply of hard copy Newsletters for villagers without email access.

It was suggested that any significant items not published in Causeway could be included in a separate printed bulletin. 10 copies would be left at each of two collection points, St Peter's Church and the Fox & Hounds.

8. Financial Matters

The following accounts were presented for approval:

a. Income and Expenditure to 31 December 2019 including Bank Reconciliation.

b. Income and Expenditure forecast to 31st March 2020.

Cllr Taylor presented a detailed account of I&E forecast to 31st March 2020 which showed projected carry-forward reserves of £11,111 as at 31 March 2020.

c. Budget for 1st April 2020 – 31st March 2021.

Cllr Taylor presented the proposed budget for 1 April 2020 - 31 March 2021 which showed projected carry-forward reserves of £12,207 as at 31 March 2021.

It was **resolved** to accept the budget as presented, proposed Cllr Taylor, seconded Cllr Sharp.

Action: Cllr Taylor to follow up potential future CIL payments with LCC.

Action: Clerk to contact Wetherby Town Clerk re. cost of PC website packages and compliance with Accessibility Regs.

d. Review and Approval of Proposed Precept Income for 2020-21.

It was **resolved** to increase the Precept Income by a proposed 2.9% to £6,328, proposed Cllr Prudhoe, seconded Cllr Sharp. Total income including the 2020/21 anticipated CTS Grant of £77 would therefore be £6,405. Maximum reserves should ideally not exceed 2 years of precept income and current projections showed expected carry-forward total reserves of £12,207 comprising £9,709 Council reserves and £2,498 reserves to be used for qualifying CIL projects.

e. Payments for approval since last PC meeting:

i. PC Crew GoCardless: Maintenance Contract Payment 28 for QuickBooks Inv. 15841 7Nov 2019. £10.

ii. PC Crew GoCardless: Maintenance Contract Payment 29 for QuickBooks Inv. 16218 5Dec 2019. £10.

iii. Richard Prudhoe: reimbursement for Work Day Waste Disposal costs at LCC Recycling & Waste Site. Ticket No BW00154037: asbestos guttering. £47.99.

iv. H Buck Inst Inks reimbursement – Hewlett Packard Instant Inks Direct Debit by credit card for Office Jet 4650 Printer: Nov 19, Dec 19: 2 months at £7.99 per month. £15.98.

f. Retrospective approval for the following payment (authorised Cllr Aspland):

i. Walton PC donation to Walton Village Hall - Bonfire Event: £300.00.

ii. Edward Simpson: Bonfire Event Expenses: grocery & non-food items: £171.96.

iii. Brian Eldred: Bonfire Event Expenses: grocery items: £43.03.

- g. Approval for HMRC payment: Tax on Clerk's salary November - December 2019 (circulated).
- h. Approval for Clerk salary and expenses November - December 2019 (circulated).

9. A village meeting - time to consider a feedback session (Cllr Clark).

Cllr Clark proposed that a further village meeting was required to discuss and obtain feedback on future plans and priorities as presented in the Neighbourhood Plan. The agreed date was 25 April (before the Annual Parish Meeting on 11 May) with a similar format to the previous year's feedback meeting. Cllr Clark to follow up.

10. Walton Playground (Cllr Sharp).

Wall 'pointing' in some areas was deteriorating as noted in the annual inspection. It was suggested that a Village Working Party could repoint the wall using materials purchased with CIL monies.

There had been a problem lifting football goalposts for temporary removal during the bonfire event. Delaminating benches were due to be replaced.

Actions: Cllr Prudhoe to progress wall pointing and freeing goalposts. Cllr Sharp to organise bench replacements.

11. Cycle Track incl. maintenance (Cllr Sharp).

Cycle track fencing required some attention - 1 upright beyond the pylon had snapped.

Village Working Parties would continue to maintain the path. Verge creep was occurring in some areas and would be pushed back.

Action: Cllr Simpson to inspect and repair fencing.

12. Communications & Village Hall update (Cllr Wake).

Cllr Wake presented a brief update on progress.

The VH Committee under Brian as Chairman was working well and there was much progress including the new website, Facebook page, finance, H&S, governance.

Wi-Fi and electrical points had been installed. The on-line booking system had gone live.

Young Farmers and Art Group had taken up bookings.

Bonfire and Christmas Events had been very successful, the Christmas event had broken even and a summer event was being discussed.

Investment priorities were VH toilets and an outside storage shed.

The aim going forward was to attract more volunteers and grow revenue.

AGM to be held on 21 January.

The Council recognised the excellent work being progressed by Brian, Mark (Cllr Wake) and many other important and invaluable volunteer helpers. The past few months had been quite outstanding with a number of important successes.

13. LTN22 template policies NALC Legal Topic Note 22: Disciplinary and Grievance Arrangements: Updates and Revised Templates.

It was resolved to adopt NALC LTN Note 22 - Policies for Grievance and Disciplinary Handling: agreed by all.

14. Planning matters:

- a. Planning Application 19/07022/FU/NE: Demolition of existing conservatory and construction of a single storey rear extension. Site: 24 Walton Chase Thorp Arch Wetherby. Application site not within official site boundary. No objections.
- b. Planning Application 19/07348/FU/NE: First floor rear extension and porch to side. Site: The Cottage Main Street Walton. No objections.

15. To consider minor items (matters about which no decision can be taken at this meeting) and to notify the Clerk of items for inclusion on the agenda of the next meeting.

Cllr Clark raised the matter of poor road surface quality – particularly at the Smiddy Hill and the School Lane corners. There had been at least one incident of a cycle accident. The cracked drain on Wighill Lane was also raised. The Clerk would raise these two matters on the PC's behalf, urgently, with LCC.

There was also a proposal to offer the Fox and Bounds pub the placement of advertising (in respect of the pub) on the Wetherby footpath. The Parish Council agreed to the proposal.

16. Date of next meeting: Monday 2 March 2020 at 7.30pm, Walton Village Hall.

There being no further business the Vice-Chairman declared the meeting closed at 9.25pm.

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

Signed.....Chairman

Date.....

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

Appendix 1.

Project Progress Meeting (Cllr Prudhoe)

Date: 5th December 2019

Present: Richard Prudhoe (RP), Chris Johnson (CJ), David Taylor (DT), Teresa Walker (TW), Brodie Clark (BC)

Apologies: Melvyn Wood, Alison Crawford, Stephen Sharp.

1. History Board

Having identified the proposed location. (Top of Smiddy Hill, on the grass verge, near the BT exchange box).

RP to follow up with Leeds Council on required permissions.

DT to finalise the design with required alterations.

2. Circular Path.

RP to request confirmation from Caroline Hodgson that the Permissive Path documentation has been lodged with Leeds City council

BC & SS still liaising with Colin Rich & family on final document. The latest changes being.

- Introduction of a 15 year break option to the 100 year lease
- The lessor to pay for the installation of the stock fence & maintenance of it. (Thereby saving a significant cost to the PC)

3. Possible Tree & Bench located on the large triangular verge at the top of Smiddy Hill.

As no response had been received from Highways on this matter. It was agreed that this project be put back to the village at a future village 'update' meeting.

4. Traffic Calming Measures.

- It was noted that the larger 'gateway' 20mph signs had now been installed in addition to the smaller 20 mph repeater signs.

5. AOB.

- There was nothing further to report on the Wetherby Transport Group or mobile signal improvements.
- CJ raised the concerns that some elderly members of the village were not getting copies of the Newsletters and could we find a 'backup' solution to ensure these people could access hard copies. The Pub and / or Church were suggested as locations where people could collect them.