



**Draft Minutes of the Ordinary Meeting of Walton Parish Council held on Monday 6 January 2025 at 7.30pm at Walton Village Hall.**

**Present:** Cllrs David Aspland (Chairman), Richard Prudhoe (Vice Chairman), Mark Wake, Ed Kilby, Edward Simpson.

**Apologies:** Cllr Stephen Sharp.

**In attendance:** Deborah Marshall (Clerk to the Parish Council).

**Guests:** Ward Cllr Norma Harrington.

One member of the public was in attendance.

<b>24.064</b>	<b>Apologies</b>
i.	<b>To receive apologies for absence</b> Apologies had been received from Cllr Sharp.
ii.	<b>To approve any reasons for absence submitted for consideration</b> <b>Resolved:</b> That the apologies and reasons for absence be accepted.
<b>24.065</b>	<b>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-17 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest in accordance with paragraphs 18-20 of the Members' Code of Conduct.</b> None.
<b>24.066</b>	<b>Minutes</b>
i.	<b>To accept the minutes of the Meeting of the Parish Council held on 4 November 2024 as a true and accurate record.</b> <b>Resolved:</b> That the minutes of the Ordinary Parish Council Meeting held on 4 <sup>th</sup> November 2024 be accepted and approved as a true record.
ii.	<b>To accept the minutes of the Extra Ordinary Meeting of the Parish Council held on 15 November 2024 as a true and accurate record.</b> <b>Resolved:</b> That the minutes of the Extra Ordinary Parish Council Meeting held on 15 <sup>th</sup> November 2024 be accepted and approved as a true record.
<b>24.067</b>	<b>Public Open Forum</b> There were no comments or questions from the member of the public.
<b>24.068</b>	<b>Ward Councillor Update</b> Ward Cllrs Lamb and Stables gave their apologies prior to the meeting. Cllr Harrington said there was nothing to report.
<b>24.069</b>	<b>Police Matters: to consider the most recent crime report</b> The November crime report had been circulated prior to the meeting. Reports of crime, and in particular anti-social behaviour have decreased across the Wetherby Ward.
<b>24.070</b>	<b>Finance</b>
i.	<b>To consider the 2025-26 budget and precept</b>

	The draft budget of £7,822 was circulated prior to the meeting. The tax base for 2025-26 is 118.3 and the LCTS grant is £86. This leaves a precept requirement of £7,736 which is a 4.6% increase on 2024-25. The annual charge for a band D property will rise from £62.55 to £65.39.	
	<b>Resolved:</b> That the 2025-26 budget be approved and the precept set at £7,736.	
<b>ii</b>	<b>To approve Bank Reconciliation Statement as at 31 December 2024</b>	
	<b>Resolved:</b> That the Bank Reconciliation to end of December 2024 be approved. Closing bank balances at 31 December 2024 totalled £20,202.10.	
<b>iii.</b>	<b>To note payments against budget for the current financial year</b>	
	<b>Resolved:</b> That the payments against budget for the financial year 2024-25 be noted.	
<b>iv.</b>	<b>To confirm the setup of a Direct Debit for the annual ICO payment of £35.00</b>	
	<b>Resolved:</b> That the annual Direct Debit of £35 for the ICO Data Protection Fee be approved.	
<b>v.</b>	<b>To consider the following payments for approval:</b>	
	Deborah Marshall	January Salary & NJC pay increase backpay
		£260.48
	Kompan	Playground Mat Repairs
		£336.00
	The Play Inspection Company	Annual Playground Inspection
		£108.30
	INCA	Annual website domain and email service
		£78.00
	Ed Kilby	Top soil and grass seed
		£48.00
	Edward Simpson	Christmas Trees
		£440.00
<b>vi.</b>	<b>To note payments made since the last meeting</b>	
	Deborah Marshall	Clerk Salary November & December
		£398.22
<b>vii.</b>	<b>To note receipts since the last meeting</b>	
	Lloyd's Bank	Savings Interest
		£27.70
	The Innocent Hound	Cycle Path Sponsorship
		£250.00
	Leeds City Council	CIL
		£154.50
	<b>Resolved:</b> That the above payments be approved and the receipts be noted.	
<b>24.071</b>	<b>Planning</b>	
<b>i.</b>	<b>To consider any planning applications received</b>	
	<b>24/06261/FU</b>	<b>British Library, Street 5, Thorp Arch Estate</b>
	Refurbishment works to the existing building equipment; Installation of new PV cells to the existing curved standing seam roof.	
	<b>Resolved:</b> That there be no objections from the Parish Council.	
<b>ii.</b>	<b>To receive an update on any current Planning Applications</b>	
	<b>20/08547/FU – Hall Park Road Glamping Site</b>	
	The appeal against some of the conditions was considered on 22 <sup>nd</sup> November by the LCC Planners and some conditions have now been removed or amended.	
	<b>22/02840/FU – Springs Lane Development</b>	
	The application for the erection of 15 new dwellings was approved on 20 <sup>th</sup> December. Work is expected to commence on the site in late spring.	
	<b>24/03505/FU – Walnut Farm, Main Street</b>	
	The application for four new dwellings was refused by LCC Planning in October. There has been no further correspondence from the developer.	
	<b>22/03015/FU – Smiddy Hill Farm Shop</b>	
	David Rawlings attended the meeting. Building work is expected to commence in June/July.	
	<b>Resolved:</b> That the updates be noted.	
<b>iii.</b>	<b>To receive an update on drainage issues on Hall Park Road</b>	
	Chris Johnson circulated a report prior to the meeting. This related solely to the appeal on the conditions for 20/08547/FU – Hall Park Road Glamping Site. The Planning Inspector's report fully	

	supports forty-three of the conditions including condition 25 which requires the applicant to obtain a feasibility study by Yorkshire Water to assess and approve the suitability of the proposals for sewer arrangements before work can proceed.
	<b>Resolved:</b> That the report be noted.
<b>24.072</b>	<b>Administration &amp; Governance</b>
<b>i.</b>	<b>To discuss the change of Clerk's email prefix</b>
	The Clerk advised the PC that the prefix for the Clerk's email address is currently Secretary@ and should be Clerk@ to accurately reflect the role. It was agreed that the Clerk@ email address should be set up and a redirect be applied to the secretary@ address.
	<b>Resolved:</b> That the Clerk's email address be changed to Clerk@
<b>ii</b>	<b>To consider an alternative date for the Annual Parish and Annual Parish Council meeting in 2025</b>
	The Clerk advised the PC that the previously agreed date of Wednesday 7 <sup>th</sup> May would clash with the meeting of another Parish Council. Thursday 1 <sup>st</sup> May was proposed as an alternative.
	<b>Resolved:</b> That the Annual Parish and Annual Parish Council meeting be held on Thursday 1 <sup>st</sup> May 2025.
<b>24.073</b>	<b>Highways</b>
<b>i.</b>	<b>To receive an update on the gateway sign installation</b>
	Cllr Aspland advised the PC that the removal of the existing signs would require more work than originally anticipated. It was proposed the new signs be mounted at the 15 <sup>th</sup> March village work day when there would be sufficient volunteers available.
	<b>Resolved:</b> That the work to the signs be carried out on the volunteer work day.
<b>24.074</b>	<b>To receive an update from the Village Hall</b>
	Cllr Wake provided an update. The November bonfire event had been successful with 500 attendees and there had been 400 visitors to the Christmas event and fair. Special thanks were given to Darran Clemmit for the design and installation of the Christmas tree stand at the church. The Hall is currently receiving many bookings particularly for weddings and parties and volunteers are urgently needed to assist with its management. The ceiling heaters are not working as efficiently as expected and two new radiators have been installed. Other heating solutions are being explored. The garden around the hall has been improved with the addition of a hedge.
	<b>Resolved:</b> That the update be welcomed.
<b>24.075</b>	<b>Cycle Path</b>
<b>i.</b>	<b>To receive an update on Cycle Path sponsorships</b>
	The Clerk distributed letters to the existing sponsors prior to Christmas. Three have confirmed the renewal of their sponsorship at a cost of £250 for 3 years. New signs have been requested by one company due to a change of logo and it was agreed that the cost of any new signs would be chargeable in addition to the sponsorship fee. Cllr Aspland said he would liaise with the supplier to get an update on the costs of the sponsorship signs.
	<b>Resolved:</b> That the update be welcomed.
<b>24.076</b>	<b>Play Area</b>
<b>i</b>	<b>To consider the annual playground inspection report</b>
	The December report from the Play Inspection Company was circulated prior to the meeting. All issues found were minor and low risk.
	<b>Resolved:</b> That the report be noted.
<b>ii.</b>	<b>To consider quotes for 2025 operational inspections</b>
	Kompan confirmed that the 3 quarterly operational inspections should be carried out by a different company to that undertaking the annual inspection and agreed to honour its quote of £60 per operational inspection. This will be a 3 year contract.
	<b>Resolved:</b> That the Kompan quote of £180 per year for 3 quarterly inspections be approved for the years 2025-2028.

<b>24.077</b>	<b>Correspondence and future issues</b>
<b>i.</b>	<b>Matters arising from the minutes of the 4<sup>th</sup> and 15<sup>th</sup> November meetings</b>
	None.
<b>ii.</b>	<b>To consider correspondence received by the Clerk since the last meeting</b>
	The Clerk circulated the correspondence list prior to the meeting. Brian and Alison Eldred have offered to undertake the production of digital village newsletter to be distributed 6 times per year. Content will need to be provided by the Parish Council, Church, Village Hall and Cricket Club for inclusion in the newsletter. It was agreed that Clerk would write a summary for the newsletter following each PC meeting which would also include an update on planning applications.
	<b>Resolved:</b> That the correspondence list be noted and the offer of the e-newsletter be welcomed.
<b>iii.</b>	<b>To receive 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.</b>
	None.
<b>24.078</b>	<b>To confirm the date of the next meeting</b>
	<b>Resolved:</b> That the next ordinary meeting of the Parish Council will be on Monday 3 <sup>rd</sup> March 2025 at Walton Village Hall.
	<b>With no further business the Chairman declared the meeting closed at 21:01</b>