

**Minutes of the Ordinary Meeting of Walton Parish Council held on Monday 3 July 2023
at 7.30pm at Walton Village Hall**

Present: Cllr David Aspland (Chairman), Cllr Richard Prudhoe (Vice Chairman), Cllr Ed Simpson, Cllr Mark Wake

Apologies: Cllr Stephen Sharp

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

Guests: Ward Cllr Alan Lamb

Five members of the public were in attendance.

1. To receive & approve apologies for absence.

Apologies had been received from Cllr Sharp.

Resolved: That the apology and reason for absence be accepted.

2. 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.

None.

3. To receive the Declaration of Acceptance of Office from Cllr Sharp.

Cllr Sharp had given his apologies. The Clerk confirmed she would ask Cllr Sharp to sign the Declaration of Acceptance of Office before the next meeting.

4. To accept the minutes of the Meeting of the Parish Council held on 15 May 2023 as a true and correct record.

Resolved: That the minutes of the Annual Parish Council Meeting held on 15 May 2023 be accepted and approved as a true record.

5. Matters arising from the minutes of the Meeting.

None.

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

The Clerk advised that no Wetherby crime report had been received for the month of June and that she would follow this up with Ward Cllr Harrington.

7. To consider correspondence received by the Clerk since the last meeting.

Cllr Aspland reported that there had been a complaint regarding the overgrown hedge on School Lane which is now restricting pedestrian access on the pavement. Cllr Wake said he would visit the householder and request the hedge be cut.

Resolved: That Cllr Wake visit the resident.

8. Financial Matters

a. Income and Expenditure to 30 June 2023 including Bank Reconciliation.

Resolved: That Income and expenditure statement 1 April 2023 to 30 June 2023 be approved.

b. Income & expenditure forecast to 31st March 2024

Resolved: That Bank Reconciliation Statement as at 30 June 2023 be approved.

c. To approve additional councillor signatories to Walton HSBC accounts.

Resolved: It was agreed that no further signatories be added until the PC is able to make a decision on its future banking provider.

d. To complete updated HSBC Council Mandate for existing accounts.

Resolved: That the form be signed by Cllrs Aspland and Wake.

- e. **To complete HSBC letter of authorisation confirming transfer of financial responsibilities to Clerk**
Resolved: That the letter be signed by Cllrs Aspland and Wake.
- f. **Review of banking arrangements following closure of HSBC Wetherby branch on Tues 11 July 2023.**
The Clerk explained that the closure of the Wetherby branch would create an issue for the timely collection of printed bank statements given that the PC does not have internet banking. It was also advised that HSBC are charging a monthly fee of £8 for the use of the account, plus transaction charges. Lloyd's Bank offer a fee-free banking service which would also give the PC the reassurance of online banking with dual payment authorisation. Cllr Wake said he would speak to HSBC to see if there was an easier way to access statements without having to travel to the Harrogate branch. It was generally considered that Lloyd's Bank would be the better option if the current issues with HSBC could not be resolved.
RESOLVED: That the PC open a Lloyd's Current Account if the issues with HSBC cannot be remedied.
- g. **Review of councillor email provision.**
All Councillors agreed they would welcome a gov.uk email on the basis that the emails could be accessed via an app on a Smartphone or Tablet and would not require them to log in to a webmail portal. It was recommended that PC Crew, the incumbent IT support provider be approached and asked to provide costs for email hosting.
Resolved: That the PC move to gov.uk email addresses if it is found possible to download them via IMAP/POP to an email application.
- h. **Following appointment of Deborah Marshall - to consider approaching Boston Spa Parish Council re. shared printing & photocopy costs and to discuss appropriate reimbursement with the Clerk.**
The Clerk confirmed that the calculated cost per printed sheet would be 16 pence and that a count of sheets printed could be submitted at the end of the year to allow Boston Spa PC to invoice Walton PC for printing and paper use.
Resolved: That the cost of 16p per sheet be accepted and Boston Spa PC be approached with the proposal of annual reimbursement.
- i. **Payments for approval since last PC meeting:**
- i. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 32014 dated 4 June 2023. £8.33 + £1.67 VAT. Tot £10.
 - ii. H Buck reimbursement for ICO (Information Commissioner's Office) renewal. Total £40.
 - iii. Retiring Clerk salary and expenses May 2023. Total £181.82
 - iv. Final H Buck Inst Inks reimbursement – HP Inst Inks DD by credit card for Office Jet 4650 Printer: May 23: £8.32 + £1.67 VAT. Tot £9.99 (DD cancelled).
 - v. Retiring Clerk HMRC payment for £35.60 (DD)
 - vi. R Prudhoe. £240.00 Reimbursement for 2 x buses for residents to attend planning meeting in Leeds.
- j. **To approve Clerk salary and expenses June 2023.** Total: £176.65.
- k. **To approve Clerk HMRC payment: Tax on Clerk's salary June 2023.** Total: £44.00 (DD)

Resolved: That the above payments be approved.

9. To consider filling two ordinary PC vacancies.

The PC had not received any applications to fill the two outstanding vacancies since the May election. It was proposed that the vacancies be advertised on the PC noticeboard, website and in the Parish newsletter.

Resolved: That the vacancies be advertised.

10. To consider proposed changes to LCC Public Access Planning Portal changes (Ward Cllr Lamb comments circulated on 9 June 23).

The PC considered the non-disclosure of anonymised public comments to be to the detriment of public interest. It was agreed that the PC request the viewing of public comments be reinstated by LCC Planning the end of the 6 month trial.

Resolved: That the PC write a letter to LCC Planning to oppose the changes to the planning portal.

- 11. Update on S106 monies & Highways Works meeting with Ward Cllrs and Thorp Arch PC Chair, 30 May 2023**
 Cllr Aspland met with Cllr Midgeley of Thorp Arch PC to discuss potential traffic calming measures that can be funded by S106 monies from the new Thorp Arch Garden Centre. It was noted that two new posts had been installed at the end of Smiddy Hill and new road markings had appeared, but that no plan or details have been received by Walton PC from LCC Highways on the what full plan would include. Details had been requested from Cllr Harrington at the May meeting. Cllr Lamb said that there were currently 300 Highways projects taking place across the whole of Leeds and that LCC is currently behind schedule because of the lack of engineers to manage the projects and only two road contractors to deliver them. Cllr Lamb was asked about the cycle path entrance and the potential dangers to cyclists emerging as there is no dropped kerb. Cllr Lamb said he was investigating a dropped kerb and installation of a raised table or courtesy crossing to make the path more obvious to motorists.
- 12. To consider setting up a Traffic Working Group to address ongoing traffic concerns within the village.**
Resolved: That a group be formed once the PC regains its full complement of seven Councillors.
- 13. To consider purchasing two cordless grass trimmers to address village maintenance issues.**
 Cllr Prudhoe reported that the trimmers would no longer be required as the grass can be cut more efficiently with his lawnmower. It was reported that many of the slips had died and it was requested that 600 more be provided by the Woodland Trust.
- 14. Village Hall Development**
 Cllr Wake reported that the Village Hall had enjoyed a successful year so far with WiSE and the Walton Art Club hosting events. There had also been two weddings and bookings had increased. Options for grant funding are being explored for floor replacement, Infrared heating, improved insulation and an eventual toilet renovation.
- 15. Planning matters.**
- a. **North & East Plans Panel 1 June 2023 Agenda Item 7. Change of use of land for the sting of 8No glamping units for holiday use, storage building and ancillary works including a new access road at land off Hall Park Road Walton. Recommendation: Grant Permission subject to planning conditions. 1 June update: Decision deferred by Panel awaiting clarification & further information on drainage issues, right of way to use Blind Lane as pedestrian access, etc.**
 Cllr Lamb stated that it is not expected that the developers will return to the Plans Panel until September.
 - b. **Application No: 23/03262/FU/NE For: Single storey rear extension, increasing windows size of ground and first floor, replacement doors and windows, Porch to front, new boundary treatments and detached garage to rear Site At: 23 Grange Avenue Thorp Arch Wetherby.**
Resolved: No objections.
 - c. **Application No: 23/03409/FU/NE For: Orangery to rear. Site At: The Haybarn Hall Park Road Walton.**
Resolved: No objections.
 - d. **UPDATE to Planning Ref. No: 23/02538/TR H1 Conifer Hedge - Remove to ground level and grind out stumps. G3 Ash - Elder, Willow Hawthorn - To remove and grind out stumps. G5 Leyland Cypress - To remove to ground level and grind out stumps. G13 Crack Willow - To remove to ground level and grind out stumps. G14 Cypress hedge - To be removed and stumps ground out. Walnut Farm Main Street Walton Wetherby LS23 7DJ.**
 Officer Report Status: No Objection. Cllr Aspland expressed his disappointment that LCC Tree Officers had approved the removal of the trees when there was no planning application for the site. It was stated that all trees should be replaced like-for-like. Cllr Lamb asked he be sent an email to pass this request on to the planning officers for enforcement.

Public Open Forum

One resident complained about a number of overgrown hedges on private gardens that are now impinging on pavements. Cllr Wake said he would include a reminder to householders to cut their hedges in the next newsletter. The issue of parking on pavements was raised and it was agreed that Councillors would visit those householders causing the biggest problems. Waste collection workers are also frequently leaving bins strewn across pavements. Cllr Lamb said he would pass the feedback on the LCC Environmental Team. A resident reported that the Walton sign at the bottom of Rudgate had been pointing towards Wighill for some years. It was agreed this would be reported to Highways.

16. 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 Aspland requested that the issue of drainage at Hall Park Road be discussed with a view to the PC contacting Yorkshire Water.

17. Date of next meeting: Monday 4 September 2023, 7.30pm in the Village Hall.

With no further business the Chairman declared the meeting closed at 20:51

Signed.....Chairman

Date.....

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