

**Draft Minutes of the Ordinary Meeting of Walton Parish Council held on Monday 4 September 2023
at 7.30pm at Walton Village Hall**

Present: Cllr David Aspland, Cllr Mark Wake, Cllr Stephen Sharp, Cllr Edward Simpson, Cllr Ed Kilby (co-opted).

Apologies: Cllr Richard Prudhoe

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

Guests: Ward Councillor Norma Harrington

Three members of the public were in attendance.

1. To receive & approve apologies for absence.

Apologies had been received from Cllr Prudhoe.

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 consider candidates for co-option.

Cllr Aspland proposed Ed Kilby be co-opted to the Parish Council, seconded by Cllr Simpson.

Resolved: That Ed Kilby be co-opted to the Parish Council and the Declaration of Acceptance of Office be signed. It was agreed that Cllr Kilby would complete and return his Register of Interests Form within 14 days.

4. To accept the minutes of the meeting of the Parish Council held on 3 July 2023 as a true and correct record.

Resolved: That the minutes of the Ordinary Parish Council Meeting held on 3 July 2023 be accepted and approved as a true record.

5. Matters arising from the minutes of the 3 July 2023 meeting.

None.

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

The Clerk circulated the July Crime report prior to the meeting. There are had been a slight uplift in crimes due to incidences at Wealstun Prison and YOI Wetherby. Cllr Harrington said the PACT meeting would take place on Tuesday 5th September and the August Crime report would be released shortly afterwards.

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

The Clerk circulated the correspondence list prior to the meeting.

Resolved: That the list of correspondence be noted.

8. To receive an update on councillor email provision.

The Clerk confirmed that all Councillors had now been set up with .gov.uk email addresses. Two Councillors had confirmed that they had switched to the new addresses successfully. The Clerk said she would assist the other Councillors to set up their emails with the intention that the PC fully switch to the new addresses before the November PC meeting.

9. Financial Matters

a. Income and Expenditure to 31 July 2023 including Bank Reconciliation.

Resolved: That the Bank Reconciliation and Income and Expenditure 1 April 2023 to 31 July 2023 be approved. Closing bank balance at 31st July was £22,772.62.

b. Income & expenditure forecast to 31st March 2024.

Resolved: That Income & expenditure forecast to 31st March 2024 be approved.

c. To receive an update on the Parish Council's banking arrangements

The Clerk confirmed that the Lloyd's Current Account was now fully open.

d. To consider additional signatories for the PC's Lloyds bank account

Cllr Richard Prudhoe was proposed as an additional bank signatory.

Resolved: That Cllr Richard Prudhoe be added as a signatory to the Lloyd's Current Account.

e. To consider the transfer to Lloyds for the PC's everyday banking

Resolved: That the PC transfer its every day banking to Lloyd's Bank. The Clerk said she would look at interest rates on instant access savings accounts with Lloyd's so that the savings account could also be transferred from HSBC.

f. To approve a transfer of £5,000 via cheque from HSBC to Lloyds

Resolved: That £5,000 be transferred to the Lloyd's Account via cheque.

g. Payments for approval since last PC meeting:

- i. PC Crew GoCardless: Maintenance Contract Inv. 32382 dated 5 July 2023. £8.33 + £1.67 VAT. Tot £10.
- ii. PC Crew GoCardless: Maintenance Contract Inv. 32746 dated 4 August 2023. £8.33 + £1.67 VAT. Tot £10.
- iii. Clerk salary and expenses July & August 2023 (SO) (circulated).
- iv. HMRC. PAYE & NI for Clerk July & August (DD) £88.40.

h. Payments for approval

- i. INCA – SSL Certificate for Walton-pc.gov.uk website at £50+VAT.
- ii. PWLB – Loan repayment- Cycle Path. (DD) £771.57.
- iii. PC Crew GOCardless: Maintenance Contract Inv 33096 dated 4 September 2023. £8.33 + £1.67. VAT. Tot. £10

Resolved: That the above payments be approved.

10. To consider the allocation of Parish Councillor responsibilities

- a. Planning – Cllrs David Aspland and Stephen Sharp.
- b. Playgrounds and Public Open Spaces – Cllrs Stephen Sharp and Ed Simpson.
- c. Cycle Path – Cllrs Edward Simpson and Ed Kilby.
- d. Highways and drainage – Cllrs Richard Prudhoe and David Aspland.
- e. Village Hall – Cllrs Mark Wake and Stephen Sharp.
- f. Finance & HR – Cllr Mark Wake.
- g. Communications – Cllr Mark Wake.

Resolved: That the above responsibilities be accepted.

11. Highways

a. To consider the Highways future works programme 2024/25 to 2028/29

The programme was circulated prior to the meeting.

Resolved: That the programme be noted.

b. To receive an update on the road safety schemes (Cllr Prudhoe)

An update had been circulated from Nick Borrás, Principal Engineer at LCC Highways. Apologies had been given on the lack of progress in delivering the plan as only the signs have been installed. The low level railings on the grass verge on School Lane are still being awaited. Cllr Harrington said she had chased up Highways, but that as LCC have only two contractors many projects are being delayed. It was advised that Walton PC could be given the contact details for the contractor to allow the PC to pursue them directly. Cllr Aspland said he would liaise with Brodie Clark to obtain the full list and plan of the agreed Highways interventions. A decision on where the gateway point is to the village is yet to be decided.

c. To consider further tree planting on the cycle path

It was reported that many of the whips had died since being planted, either due to being damaged by strimming or constricted by weed growth. As the area is now being mown rather than strimmed, this will prevent any future damage. It also proposed that the weeds be sprayed to give the whips a better chance of survival. It was recommended that 1,000 new whips be ordered for delivery in November and a volunteer day be organised by Cllr Simpson.

Resolved: That the weeds be sprayed and 1,000 whips be ordered for delivery in November.

12. To receive an update on Village Hall Development (Cllr Wake).

Cllr Wake reported that ScapeSchool had used the hall over the summer and their sessions have been very popular with the local children. All grant applications have now been submitted. The National Lottery Fund has agreed to a £10,000 grant and the outcomes from the Biffa and FCC grant applications are still being awaited. Priorities will be fixing the sunken floor and replacement insulation. The wedding season has finished and the Village Hall are pleased with the income generated. WiSE continue to use the hall. The annual bonfire is being arranged for 4th November with an expected attendance of 300 people.

13. Planning matters.

a) To consider the following new planning applications:

i. 23/03970/FU – Walnut Farm, Main Street. Demolition of existing dwelling and outbuildings; Construction of six new dwellings. Recommendation: Objection based on number of dwelling exceeding that specified in the SAP. **Resolved:** Objection submitted 17/07/23.

ii. 23/04530/FU Unit 190 Street 6. Change of use from industrial unit (Use Class B8) to a specialist veterinary referral centre for small animals (Use Class E (e)); associated alterations including partial demolition; new doors and windows, rooflights and external cladding. Recommendation: No objections for Cllrs Aspland & Sharp. **Resolved:** No objections.

b) To receive an update on the Yorkshire Water Drainage issues and consider any action to be taken

A verbal report was given by Chris Johnson. Residents met with Yorkshire Water on site on 16th July. Although YW could not commit to a date for the work, it is being processed and a Chief Engineer will undertake an inspection in 4-6 weeks. YW will undertake a full village assessment and plan of sewage and surface water drainage and have offered to supply either a digital or paper copy. The PC confirmed that a digital copy would be the better option. YW reported that the drains were blocked with silt but also requested an education piece be sent to residents to make them aware of the problems caused by flushing wipes.

14. 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 said he had spoken to the agent and there had been little interest in the Fox & Hounds. It was requested this be discussed at the November meeting if the pub still has no buyer in two months' time.

Public Open Forum

- One resident asked whether the PC could print a monthly newsletter for the Parish. The PC advised the resident that although the PC do try to communicate as much as possible, that there is not enough resource available to produce a newsletter. The resident was directed to the noticeboard where the minutes of each PC meeting can be viewed.
- One resident complained about speeding traffic on Main Street from Smiddy Hill. Cllr Harrington said a comprehensive traffic survey had been carried out and that speeding is not as high as people perceive. It was suggested that the PC purchase a portable Speed Indication Device (SID). The proposed interventions by Highways, such as the Village Gateway will help to ease the speed of traffic. Cllr Lamb is leading a traffic safety group as a Ward initiative.
- One resident asked whether the grassed area around the new Queen's Memorial Bench could be improved. It was advised that the verge does not appear on the Land Registry and that the Walnut Farm Developer is proposing to remove the verge to create an entrance point if the planning application is approved. The resident said she believed the verge belonged to Wetherby Rural District Council and that it may appear on the old maps. It was agreed this would be investigated.
- One resident reported that the bins outside the Fox and Hounds are not being emptied and are now smelly. Cllr Aspland said he would contact the agent to ensure the waste is still being collected.
- It is reported that a large Leylandii is blocking the view of the church tower. It was agreed the Diocese would be approached to cut it back.
- One resident was pleased to report that the church clock is now keeping perfect time since being repaired.

15. Date of next meeting

Resolved: That the date of the next meeting be Monday 6 November 2023, 7.30pm in the Village Hall.

With no further business the Chairman declared the meeting closed at 21:04