

**Minutes of the Ordinary Meeting of Walton Parish Council held on Monday 8 January 2024
at 7.30pm at Walton Village Hall**

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

Apologies: Cllr Stephen Sharp

Absent: Cllr Ed Simpson

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

Guests: Ward Cllrs Norma Harrington and Penny Stables.

Three members of the public were in attendance.

1. To receive & approve apologies for absence.

Apologies have 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 accept the minutes of the meeting of the Parish Council held on 6 November 2023 as a true and correct record

Resolved: That the minutes of the Ordinary Parish Council Meeting held on 6 November 2023 be accepted, and approved as a true record.

4. Planning Matters

i. To consider Planning Application 23/07095/FU - Dove Cottage - Wetherby Road. No objections from Councillors Aspland and Sharp. **Resolved:** That there be no objections to the above application.

ii. To receive an update on land ownership on Springs Lane and Main Street

The Clerk reported that she had contacted West Yorkshire Leeds Archives who hold the records for WRDC. A copy of the catalogue has been supplied, but WYAS cannot locate any maps or plans that will definitely show the ownership of the land. It is possible that there may be references to them in other records, but would require a day-long visit to Wakefield to undertake the research. The PC were asked whether the cost for this amount of time would be worthwhile. Cllr Prudhoe said the pond was being maintained by the cricket club and it was agreed that there was no urgent requirement to prove any ownership of the grass verges on Main Street.

Resolved: That the above be noted and no further action taken at this time.

iii. To receive an update on 20/08547/FU Change of use of land for the siting of 8No. Glamping units

Chris Johnson provided an update. The revised proposal will still use an entrance on Blind Lane. No commitment has been provided by YW on drainage improvement work and there are seven studies to be undertaken by YW including flow and range ball measurements, modelling and sizing up of the attenuation tanks and the evaluation of inline storage alternatives. The pumping system also requires an upgrade. Locations where sewage is seeping into houses are prioritised for work, but with Walton having such a low density of dwellings, it is thought any work will likely not take place until March 2028. Brodie Clark urged the Parish Council to continue to apply pressure to YW. There is a LCC North East Panel meeting on 1st February and the glamping site may be on the agenda. Cllr Kilby asked if the PC could provide minibuses for local residents to attend. The PC said they would consider this, subject to cost and availability within its S137 allocation.

iv. Other planning matters

23/03970/FU - Walnut Farm

Cllr Aspland reported that some of the buildings have been demolished on the site despite the planning application now having been withdrawn and there being no recorded permission for such work to take place. Residents have also reported that waste is being burnt on site. **Resolved:** That the Parish Council contact LCC planning enforcement to report the above work, copying in the Ward Councillors at the request of Cllr Harrington.

20/06808/FU- Rose Dene Farm, Walton Road, Wetherby

Cllr Stables reported that she was investigating the work being undertaken to build an acoustic bund on the site, which it is believed is being used to conceal industrial waste.

Camera on Wighill Lane

Cllr Harrington said she was investigating the ownership of the camera that has been mounted on Wighill Lane facing the road to Thorp Arch.

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

The Clerk circulated the November 2023 Crime report. There were 133 crimes reported in November across the Wetherby and Harewood Wards. Of the 40 assaults recorded, 24 are related to the prisons, as are 4 out of the 5 recorded drugs offences. Cllr Wake reported that vape canisters have been found on the children's play area. It is not known whether these have been left by youths or by hirers of the hall. Cllr Wake said the Village Hall were considered mounting external cameras in the future. **Resolved:** That the report be noted.

6. Financial Matters

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

Resolved: That the Bank Reconciliation and Income and Expenditure 1 April 2023 to 31 December 2023 be approved. Closing bank balances at 31 December totalled £20,356.10.

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

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

c. To note the NJC 2023-24 pay increase and Clerk back pay

The Clerk informed the PC that SCP12 has increased from £12.73 to £13.73 ph to take effect from 1 April 2023. The owed increase from the commencement of the Clerk's employment from 1 June to November is £86.65. **Resolved:** That backpay of £86.65 be approved for payment.

d. To consider the 2024-25 budget and precept request

The Clerk circulated the revised draft budget prior to the meeting. Walton has seen an increase in its tax base of 0.2 and the LCTS Grant will increase by £4 to £85 per year. The 2024-25 proposed precept is £7, 368.00. This is an increase of 3.6% or £2.17 per Band D property on 2023-24.

Resolved: That the 2024-25 precept amount of £7, 368.00 be approved.

e. To consider the transfer of savings totalling £6,472.29 from the HSBC Savings account to the Lloyd's Savings Account and closure of the HSBC Savings Account

The Clerk confirmed that following the receipt of the December bank statement, the amount in the savings account is now £6,503.50.

Resolved: That £6,503.50 be transferred to the Lloyd's Savings Account and the HSBC Savings Account be closed.

f. To consider the transfer of £4,198.95 from the HSBC current account to the Lloyd's current account and closure of the HSBC current account.

The Clerk confirmed that there is now £4,366.60 in the account following the receipt of the December statement. It was proposed that £4,350.00 be transferred to Lloyd's to leave a small amount to cover any HSBC bank charges before account

closure. **Resolved:** That £4,350.00 be transferred to the Lloyd's Current Account and the HSBC Current Account closed.

- g. To consider the transfer of the standing order for the Clerk's monthly wage payment from HSBC to Lloyd's. Resolved:** That a new standing order be set up on Lloyd's Bank and the current Standing Order be cancelled as part of the HSBC current account closure.

h. Payments for approval since last PC meeting:

- i. PC Crew – Lenovo Laptop - £358.33 + VAT. Invoice 33953. 10/11/23
- ii. PC Crew – Laptop setup & data transfer - £70 + VAT. Invoice 33972. 16/11/23
- iii. HSBC Bank Charges. £8.00. 21/11/23
- iv. Clerk Salary November and December 2023 (£353.30)
- v. HMRC. Clerk Tax and NI Nov and Dec 2023. (£91.80)

i. Payments for approval.

- i. INCA. Website domain and email service. £115 + VAT. Invoice IEL8520. 13/12/23
- ii. Clerk backpay June to October and payslip to S/O shortfall Nov & Dec. £96.84
- iii. Clerk expenses. £30.07.
- iv. The Play Inspection Company. £82.50 + VAT. Invoice 65974. 21/12/23.

Resolved: That the above payments be approved.

7. To consider the annual playground inspection report dated 18 December 2023

There were no significant risks found in the report. It had been noted that some of the grass mats had silted up affecting the absorbing properties of the surface. The Clerk was asked to obtain a price for HIC testing. Cllr Wake noted that there were some missing fixings on the fence that should be replaced.

Resolved: That the report be welcomed and the above actions taken.

8. Highways

a. To receive an update on the road safety schemes/highways improvements

The Clerk reported that she had chased LCC Highways, but that no response had been received on a scheduled date for the work. The Clerk had also requested pricing for the purchase of Glasdon village gateway signs. Cllr Harrington said she would chase the Highways Officer to obtain the agreed locations for the signs.

b. To consider any matters relating to the cycle path

Cllr Aspland reported that a large stretch of hedge alongside the roadside had been taken out by a hired truck during a collision. The land owner is in contact with the vehicle hire company and is now making an insurance claim to repair the damaged fence and hedge.

Cllr Lamb will organise a meeting between Thorp Arch and Walton Parish Councils to discuss the cycle path's continuation.

Cllr Prudhoe confirmed he was organising a volunteer day for Saturday 16th March to plant the 800 replacement whips. A budget for £200 was requested for volunteer refreshments. **Resolved:** That the budget of £200 be approved.

Cllr Aspland said he would draft a letter to the existing cycle track sponsors to see if they would be willing to renew their sponsorship in 2024.

9. To receive an update from the Village Hall (Cllr Wake).

Cllr Wake reported that building work still on schedule to commence on 15 January. The grant from Biffa was rejected, however the FCC Communities Foundation has agreed to make up the shortfall. Cllr Wake acknowledged the hard work and dedication of Brian Eldred in securing the funding. Work is expected to be completed by the end of April. Cllr Kilby said he had found a better solution for securing the Christmas tree outside the church.

10. Correspondence and future issues for consideration

i. Matters arising from the minutes of the 6 November 2023 meeting.

Cllr Aspland said he had spoken to Florets, the sales agent for the Fox and Hounds and that little interest has been shown by potential buyers. Cllr Wake said the area around the pub is now become full of weeds and litter. Cllr Aspland said he would compose a letter to the owners to request that the area be better maintained. Cllr Prudhoe said the volunteer workday could also be used to tidy up the area. Cllr Wake said that the pub defibrillator had now been removed, deregistered and a bag placed over the cabinet.

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

Resolved: That the correspondence list be noted.

iii. 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.

Cllr Prudhoe said that the plaque on the bus shelter had gone missing and that he would obtain a quote for a replacement from the supplier.

With no further business the Chairman declared the meeting closed at 20:54

Signed _____ Date _____