

## WALTON PARISH COUNCIL MEETING

### Minutes of the Meeting of Walton Parish Council held on Monday 7 September 2020, 7.30pm by remote access

**Present- Councillors** David Aspland (Chair), Brodie Clark CBE (Vice Chair), David Taylor, Mark Wake.  
**Also in Attendance** Helena Buck (Clerk)  
Brian Eldred (Village Hall Committee)

1. **Apologies for absence noted and approved:** Cllrs Prudhoe, Sharp & Simpson.  
Ward Cllr Norma Harrington also sent apologies.
2. **Declarations of any pecuniary interests.** None.
3. **Minutes of the Parish Council Meeting held on 6 July 2020.**  
It was **resolved** that the minutes of the Parish Council Meeting held on 6 July 2020 be accepted and approved as a true record, agreed by all.
4. **Matters arising from the minutes.** None.
5. **Police Matters: to consider the most recent Crime Report.**  
July-Aug 2020 – no crimes reported.
6. **To consider correspondence received.** A list had been circulated and noted.  
Correspondence from Ward Cllr Lamb: the PC was supportive of naming a section of path running from Wetherby to Walton Bielsa Walk.  
BC and SS to progress circular path project.
7. **Financial Matters**  
The following accounts were presented for approval:
  - a. Income and Expenditure to 31 August 2020. Cllr Taylor gave a brief overview of the accounts.
  - b. Bank reconciliation to 31 Aug 2020.
  - c. The Internal Auditor Report for 2019-20 was noted and approved.  
The Auditor reported that documentation and financial accounts as presented had been examined to confirm that the Council was compliant with both the requirements of the statutory bodies and its own control procedures. All documentation was found to be comprehensive and well-ordered with no issues to report.
  - d. To note that the Parish Council had claimed exemption from having a limited assurance review (external audit) for 2019-20 and AGAR Pt 2 Certificate of Exemption had been submitted to PKF Littlejohn within the statutory period.
  - e. To note that AGAR documents and Notice of Public Rights for year ending 31 March 2020 had been posted on the website and on the PC noticeboard.
  - f. Payments approved since last PC meeting:
    - i. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 18796 dated 5 July 2020. £10.
    - ii. PC Crew GoCardless: Maintenance Contract Payment for QuickBooks Inv. 19189 dated 5 Aug 2020. £10.
    - iii. Smith of Derby - Payment for maintenance/service visit: St Peter's Church Clock. £216.00
    - iv. DD - PWLB Loan Payment due 15 Sept 2020 ref. PW505822. £771.57
    - v. H Buck Inst Inks reimbursement – Hewlett Packard Instant Inks Direct Debit by credit card for Office Jet 4650 Printer: July-Aug 20: 2 months at £7.99 per month. £15.98.
  - g. Retrospective approval for the following payments (authorised Cllr Aspland):

- i. B. Dalby – Payment for Walton village verge cutting. £250.00
- ii. Anthony Farrimond/Lisa Sherratt - web development work. £375.00
- iii. Andrew Ellis - Professional charges - Internal Audit 2019-20. £80.00

h. Approval for Clerk salary and expenses July-Aug 2020 (circulated).

E01-20 2020-21 National Salary Award: The National Joint Council for Local Government Services (NJC) had agreed the new pay scales for clerks for 2020-21 to be implemented from 1 April 2020.

**It was agreed** that the clerk's salary currently at SCP12 would be adjusted & back-dated accordingly, proposed Cllr Taylor, seconded Cllr Aspland, agreed by all.

- i. Approval for HMRC payment: Tax on Clerk's salary July-Aug 2020 (circulated).

**8. Covid-19 update** - considered as an Action under Item 10.

**9. Website update.**

Cllr Taylor reported that website training had been arranged for himself and the clerk for 10 September. The internal audit had highlighted website issues which would be addressed during training.

**10. Village Hall update** (B Eldred).

Harvest Festival - cancelled due to Covid-19 restrictions.

ScapeSchool - Summer school organisers had booked use of the playground until 4<sup>th</sup> September and also for the half term holiday (26 – 30 October). The organisers wanted to book the venue for future school holidays which was estimated at c.60 days/yr (daytime use only). The VH had reviewed fees with a proposed 20% discount for regular bookings.

Cllr Clark expressed concern that this level of booking could impact on Walton residents wanting to use the playground. However, the VH Committee had informed ScapeSchool that in future they would no longer have exclusive use of the playground when it was available to the general public. The organisers were happy with this arrangement.

Scapeschool would have non-exclusive use on booked weekdays, however, occasional weekend bookings would require exclusive use.

**Action:** BE and Cllr Wake to organise a meeting with councillors to discuss future playground bookings taking into account Covid-19 restrictions and potential impact on residents. SS to investigate options for fundraising.

VH Extension. Plans had been agreed with two alternative layouts proposed. A pre-planning application meeting was planned with LCC to discuss the proposed development. It could take c. 2-3 months to obtain the necessary approvals after which a detailed Project Plan could be prepared and quotes obtained.

**Action:** Cllr Wake to progress.

**11. Walton Playground.**

It was noted that The Play Inspection Company annual playground inspection would take place during October.

**12. Planning matters.**

a. (i) Planning Application 20/04337/CLE Certificate of existing lawful use of land as a domestic garden (class use C3) - Field East of Ivy House Farm Main Street Walton Wetherby LS23 7DJ.

The Chair had responded to this notification received 28 July with a Letter of Objection.

(ii) Additional notification received 17 Aug 2020:

Ufm2 Planning Application No: 20/04337/CLE Site At: Field East Of Ivy House Farm Main St Walton  
For: Certificate of existing lawful use of land as a domestic garden (class use C3) - Field East of Ivy House Farm Main Street Walton.

Copy of earlier response to be sent.

b. Planning Application: 20/04963/CLE Certificate of Existing Lawful Development for Use of Land as Garden - 1 Wetherby Road Walton Wetherby LS23 7BG.

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The Chair had responded to this notification received 20 August with a Letter of Objection.

c. Application Number: 20/04768/FU/NE For: Demolition of existing derelict boiler flue and erection of new flue in adjacent location. Site At: Moore's Furniture Group Ltd Thorp Arch Estate Wetherby. No objections.

**13. To consider minor items** and to notify the Clerk of items for inclusion on the agenda of the next meeting. Village Workdays. Cllr Prudhoe had suggested that a workday could be arranged towards the end of September under COVID acceptable conditions.

**14. Date of next meeting:** Monday 2 November 2020, 7.30pm.  
Contact the Clerk at [secretary@walton-pc.gov.uk](mailto:secretary@walton-pc.gov.uk)

Signed.....Chairman

Date.....