



Draft Minutes of the Ordinary Meeting of Walton Parish Council held on Monday 2 September 2024 at 7.30pm at Walton Village Hall.

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

Apologies: None

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

Guests: Ward Cllrs Norma Harrington and Penny Stables

One member of the public was in attendance.

DRAFT MINUTES

24.035	Apologies
i.	To receive apologies for absence
	None.
ii.	To approve any reasons for absence submitted for consideration
	None.
24.036	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.
24.037	Minutes
i.	To accept the minutes of the Ordinary Meeting of the Parish Council held on 1st July 2024 as a true and accurate record.
	Resolved: That the minutes of the Ordinary Parish Council Meeting held on 1 st July 2024 be accepted and approved as a true record.
ii.	To accept the minutes of the Extra Ordinary Meeting of the Parish Council held on 7th August 2024 as a true and accurate record.
	Resolved: That the minutes of the Extra Ordinary Parish Council Meeting held on 7 th August 2024 be accepted and approved as a true record.
24.038	Police Matters: to consider the most recent crime report
	There was no PACT meeting in August. The July Crime Report had been circulated prior to the meeting. There were 135 crimes reported across the Wetherby Ward. 44 of these crimes took place within a prison establishment and 22 of these crimes are domestic related. There has been has a 9% decrease in calls 35% decrease in ASB Calls with a large reduction being youth related. Nuisance car / van have seen a 50% increase in calls. These are all separate incidents and callers. PACT meetings are held on the first Tuesday of the month in Wetherby Methodist Church. Councillors and members of the public are encouraged to attend.

24.039	Finance		
i	To approve Bank Reconciliation Statement as at 31 August 2024		
	Resolved: That the Bank Reconciliation to end of August 2024 be approved. Closing bank balances at 31 August 2024 totalled £ 22,381.64		
ii.	To note payments against budget for the current financial year		
	Resolved: That the payments against budget for the financial year 2024-25 be noted.		
iii.	To consider the transfer of funds into the Lloyd's savings account		
	It was proposed that an additional £10,000 be transferred to the Instant Access Savings Account to generate interest on recent CIL monies received.		
	Resolved: That £10,000 be transferred into the Lloyd's Savings Account.		
iv.	To consider the following payments for approval:		
	INCA	Annual SSL Certificate	£60.00
	Deborah Marshall	Expenses – printing	£67.10
	PWLB	Loan Repayment	£771.57
v.	To note payments made since the last meeting		
	Deborah Marshall	Clerk Salary July & August	£380.68
vi.	To note receipts since the last meeting		
	Lloyd's Bank	Savings Interest	£13.22
	Resolved: That the above payments be approved and the receipts be noted.		
24.040	Planning		
i.	To consider any planning applications received		
	24/04732/FU British Library Building 8 Street 5 - Refurbishment works to the workshop/storage building		
	Resolved: That the Parish Council has no objections to the above application.		
ii.	To receive an update on any current Planning Applications		
	24/03505/FU- Walnut Farm – There have been no further updates since the PC lodged its objection on 9 th August.		
	22/03015/FU – Smiddy Hill Farm Shop – There has been no information provided on how drainage will be addressed.		
	22/02840/FU – Springs Lane (15 new dwellings) – No further progress.		
	Fox & Hounds Pub – The agent, Fleurets report that offers have been made but as yet no deal has been agreed.		
iii.	To receive an update on drainage issues on Hall Park Road		
	Cllr Prudhoe attended a meeting with Brodie Clark, Hall Park residents and senior Yorkshire Water officials on 15 th August. YW has actively implemented an improvement programme and there have been no further outspills of sewage reported. YW has provided the notional solution of an underground attenuation/detention tank at a single Walton site. It would be costly; effective and once completed it would not be visible within the village. There is a commitment to initiate such work if/when the current situation reverts to the situation of some years ago (sewage on the road/in gardens etc). Given costs/other priorities and the absence of recent complaints or evidence of foul overflow, there is insufficient justification to proceed with work at this stage. If the project does go ahead then the approval, delivery and installation will take 2-3 years. YW has agreed to continue a regular and full clearing of the existing pipework system and will advise the group when this work is being undertaken.		
24.041	Highways		
i.	To receive an update on village entry gateways and consider quotes for replacement signs		
	Cllr Aspland and the Clerk met with a Leeds Highways representative on 9 th July to visit the proposed locations for the gateways. It was noted that the village already has four brick gateways and it was recommended these be used to fulfil the purpose of slowing traffic by changing the signage. The Clerk had obtained a quote for 4 x 800mm x 600mm reflective signs from Standard Signs at a cost of £52.80 each, plus £1,100 for installation. It was proposed that the Parish Council explore installing the signs itself and the Clerk agreed to speak to the PC's insurance company, Gallagher to check the PC's liability on installing signs on the highway. It was		

	agreed that all signs should read 'Welcome to Walton. Please slow down and drive carefully'. Cllr Sharp enquired on the progress of the low level fence on the School Lane verge which Highways had previously agreed to install. Cllr Harrington said that the list of works across the city were being assessed by Highways Officials and that no confirmation could be provided at the present time on whether funding could be provided or if and when the job could be completed.
	Resolved: That the quote of £52.80 (£211.20) for the 4 signs and the wording be approved. That the £1,100 cost of install be approved if the PC is not permitted to carry out the install.
24.042	To receive an update from the Village Hall
	Cllr Wake provided an update. All building and snagging work has now been completed. ScapeSchool has been very popular this summer. The VHMC are focussing a lot of efforts in promotion of the hall via social media. The hall has been very popular for parties on Saturdays and has 3 new bookings for Yoga and Pilates classes. Preparations are now being made for bonfire night and a meeting will be held shortly to confirm the arrangements.
24.043	To receive any updates on the Cycle Path
	Cllr Simpson confirmed that the replacement hedge will be planted to fill the gap in second week of September. It was requested that the public be informed 24 hours before any maintenance of the path takes place as it will need to be closed when machinery is being used. It was agreed that this would be published on Social Media.
24.044	Play Area
i.	To consider response from HAGS on the safety surfacing
	HAGS confirmed that the PC is now out of its 5 year warranty period on rubber holed matting. A quote had been provided for the cheapest alternative, which would be £10,670.00 for rubber mulch. Cllr Sharp said that he had consulted with LCC Parks and Countryside when the rubber matting was first installed and had been assured of its durability. It was proposed that Cllr Sharp contact Victoria Nunns from LCC Parks to organise a site visit to assess whether the matting is in need of replacement.
ii.	To consider a quote for bench repairs
	A Clerk obtained a quote of £80.00 for the work to install a further angle bracket and insert further screws. Cllr Sharp advised the PC that the benches also need to be painted and asked whether the Village Hall caretaker would carry out the work. Cllr Prudhoe said he would organise a village workday and that the work could be undertaken then.
iii.	Other issues
	Cllr Wake circulated an image of a gazebo shelter with the intention that one be installed in the play area. The cost is expected to be in the region of £14,000 and it could potentially be funded by third parties. It was agreed that Cllr Wake should obtain quotes for consideration at the November PC meeting.
24.045	Correspondence and future issues
i.	Matters arising from the minutes of the 1st July and 7th August meetings
	Cllr Wake asked about the balance of CIL monies. The Clerk confirmed that these are listed on the Bank Reconciliation Report. The 2018-19 balance of £86.67 has been committed to the purchase of a new bus shelter plaque. Cllr Prudhoe said he had now received this and would submit the receipt for reimbursement. The plaque will be installed on the next village work day as the ivy also needs to be removed from the shelter. The 2023-24 CIL balance is £10,756 which is still yet to be committed.
ii.	To consider correspondence received by the Clerk since the last meeting
	Resolved: That the list of correspondence 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.
	The Clerk advised the PC that the first draft of the 2025-26 budget will be reviewed at the November meeting. Cllr Aspland asked the Cllrs to think about projects for the coming year and funding required and to submit these to the Clerk.
24.046	To consider dates for the 2025 Parish Council and Annual Parish meetings

	The Clerk circulated the list of Monday dates for 2025. The first Monday of May is a Bank Holiday and it was proposed that the meeting be moved to the Tuesday. Cllr Wake advised the PC that the hall is unavailable on Tuesday evenings. It was proposed that the PC take Wednesday 7 th May for both the Annual Parish Council and Parish meetings.
	Resolved: That the list of dates be approved for 2025 and the APCM and APM take place on Wednesday 7 th May 2025.
24.047	To confirm the date of the next meeting
	RESOLVED: That the next meeting of Walton Parish Council be held on Monday 4 th November 2024 at Walton Village Hall.
	With no further business the Chairman declared the meeting closed at 20:42