DRAFT Minutes of Thorpe Audlin Parish Council Meeting

7:15pm Thursday 14 December 2017 – Ramsden Hall, Darning Lane, Thorpe Audlin WF8 3HB

1. Welcome and Apologies

1.1 **Present:** Parish Councillors: A Smith [Acting Chair], P Dainty, JS Everitt. WMDC Councillor: M Ward

1.2 **In Attendance:** U Kennett [Clerk & RFO], and 1 member of the public.

1.3 **Apologies Received:** Parish Councillors: R Calvert, R Palmer. WMDC Councillors: J Carrington, A Garbutt

2. Declaration of Interest

JS Everitt declared an interest as Chair of Thorpe Audlin Community Association.

3. Public Participation

Please note this section was held at the end of the meeting.

3.1 Grit bins requested throughout the village by resident. The Chair stated grit bins could be requested but once in place someone has to be trained to put the grit out, to which the resident volunteered. Parish Councillors felt there may be difficulty getting grit due to no available funding.

3.2 Resident queried whether the park was part of the Sports Field Trust (SFT) and why the Parish Council was considering raising the precept to spend money on the park; stating he was aware the Parish Council could support the SFT but was concerned it could be seen as taking public coffers. The Parish Council confirmed the playground came under the Sports Field Trust and equipment would be purchased through a grant (if the application is successful). The Chair confirmed there is a budget allocated within the precept for the Sports Ground to cover things people expect eg maintenance, dog bins, grass cutting etc.

3.3 Resident queried why there was no football field, with nets and marked out, for children to use when it is advertised on the internet. The Chair responded by confirming that there is a football field and a football training club that starts training in April; the pitch isn't marked out due to costs and the village don't have a football team at present. In addition having a team would cost the village around £1000 for four months play for pitch maintenance and equipment provision.

3.4 Public footpath on Thorpe Lane to Old Thorpe Audlin (adjacent to David Hopkinson Ltd) is overgrown and inaccessible. Resident also queried the route of this footpath which led to a request of a map of village footpaths being put up on the village website/noticeboards. After a brief discussion sharing locations of footpaths, the Parish Council advised WMDC Councillor M Ward would be the person to speak to or these could be downloaded from www.wakefield.gov.uk.

3.5 Resident asserted himself as a fully qualified gas engineer and asked whether the fridge (dumped at the back of the sports pavilion) had been moved. The Parish Council confirmed that the fridge hadn't been removed at this time at which point the resident stated that he would be reporting the issue due to the environmental and safety dangers. The Parish Council confirmed the cricket club had been contacted and asked to remove the fridge but would be contacting WMDC. ***Action:*** *Contact WMDC to remove fridge.*

3.6 The resident then queried if the barbed wire on the ground (from the top of the fence/gate) within the picnic area had been removed. JS Everitt suggested that ideally the fence and gate should be removed as it has partially fallen down and there should be no barbed wire in the area.

3.7 Resident asked if the Sports Field Trust would be willing to hire the sports field out for archery. The Parish Council advised the Archery Club to submit a request.

4. Community Safety/Policing Update

Police and Crime Commissioner's Newsletter received and circulated in the meeting.

5. To Receive Report from the Wakefield District Councillors

5.1 No specific issues in relation to Thorpe Audlin. M Ward stated there are several big portable and lockable storage containers available free from the Yorkshire Purchasing Organisation on a first come first served basis, however planning permission to site these may be required.

DRAFT

5.2 Noted delay with reported issues, Councillors are no longer able to contact relevant departments directly and have to use the members enquiries contact point. M Ward will chase up outstanding requests, including the replacement of the missing speed sign on the A638.

5.3 Extended wishes for a happy Christmas and New Year to the village. M Ward left the meeting at 7.26pm.

6. To Approve Minutes of the Meetings Held on 30 November 2017 as a True and Accurate Record

Pending amendment to the previous minutes under item 5.3 to state "Santa sleigh will be in Upton on 01/12/17…" and item 16.2 regarding the amount of personal discount of the replacement tree near the allotments to state "…10% member discount)…" the previous minutes were agreed and signed off as a true and accurate record of events.

7. Matters to Report from the Previous Minutes

7.1 Action Log:

Date raised	Item No	Update
26/10/17	3.3	The banking to the river is overgrown on Bridge Lane. Deferred to next agenda
26/10/17	12	Overgrown trees and hedges on Darning Lane and Thorpe Lane now cut back. Query who undertook this work WMDC or residents.
26/10/17	13	WMDC flushed and cleared blocked drains on Went View, Hall Garth and Thorpe Lane.
26/10/17	14.2.2	Replacement Rowan Tree now planted. JS Everitt to be reimbursed cost of tree.
30/11/17	3.2	Full contact details of Parish Council to be updated and displayed on noticeboards once mobile phone has been acquired. Ongoing.
30/11/17	3.3	Pot holes on Darning Lane reported to WMDC ref: RC-007623
30/11/17	3.5	Contacted previous clerk re whereabouts of allotment rent payments. No response to date. Clerk and Chair to chase up
30/11/17	4.2	Date and time details required before CCTV can be reviewed. As these are not forthcoming no further update expected. Closed.
30/11/17	14	Access to Parish Council Bank Accounts Form completed and sent off. Enquired in branch informed should be 5-10 working days however don't understand why taken so long. Bank suggested previous clerk make contact to chase up status.

7.2 Following item 17.2from 26/10/17 JS Everitt read a shared proposal to rescind the resolution to take over the registrations and associated costs of the website (www.thorpeaudlin.co.uk initially developed by the Community Association but since shared by the Parish Council), stating that the current package was not suitable to meet transparency code requirements. He proposed that that Parish Council purchase a purpose made package (including new email addresses) be purchased from a reputable company; the existing package would revert to the Community Association. After discussion the Parish Council **resolved:** to investigate the costs and appropriate packages (including set up); the Chair to enquire if WMDC would be able to provide any support. It was also **resolved:** to consider factor in relevant costs for the set-up of the new website into the precept. Want to see new website up and running by March 2017. The Clerk noted that the Parish Council may be eligible to access the Transparency Fund for this very purpose; closing date for applications is 18/02/17

7.3 JS Everitt announced he would not be standing for re-election in April 2018 (if this is his due date), if not he will be resigning, due to personal reasons.

DRAFT Minutes of Thorpe Audlin Parish Council Meeting

7:15pm Thursday 14 December 2017 – Ramsden Hall, Darning Lane, Thorpe Audlin WF8 3HB

8. Chair's Comments

Nothing to report.

9. 2018/19 Precept Demand and Parish Plan

In preparation for setting the precept for the next financial year, discussion around inclusion for future costings and potential projects. Parish councillors suggested keeping the precept at the same level (£9000) or increasing this to £10,000; taking into consideration: insurance, ongoing costs, maintenance of village items, salary and expenses, elections and advertising, sports ground / play area improvements, flower baskets, auditor etc. Residents are consulted on projects and developments they'd like to see by consultation at community events and information on noticeboards, via the website, and in the past surgeries with the Parish Council have been held. Precept to be discussed and agreed at the next meeting.

10. Governance

10.1 Transparency Code

Further to item 7.2 above, to assist in compliance with Transparency Code it was agreed to look into accessing the Transparency Fund set up for this purpose. ***Action:*** *Clerk to apply for transparency fund.* List of required documentation shared with the council with a copy of the code available.

10.2 General Data Protection Rules

Impending changes to the General Data Protection act highlighted by the Clerk, compliance is required by changes to by May 2018. To assist in preparations Parish Council ***resolved:*** *Clerk to access webinar to gain detailed information.*

11. Correspondence Received

The following correspondence has been received and shared with the Parish Council:

- Minerals and Waste Joint Plan - Notification of Submission - North Yorkshire County Council, York Council and North York Moors National Park Authority
- Police & Crime Commissioner's Annual Report
- PCC Newsletter - December 2017
- SLCC Crisis Management Lessons for Local Councils
- Fortnightly NPT Report - Wakefield East
- Fly-tipping / Waste Items at back of the Sports Pavilion
  Waste, including an old fridge, has been dumped. The Cricket Club have been contacted and asked to remove the fridge. The Chair stated that the Cricket Club are aware, have removed it and took it to a local dump site. Queried how the wheelie bin is emptied as no rates are paid on the Sports Ground.

12. Financial Report

The Clerk reported that the bank card and access to the Parish Council's accounts had not yet come through and had chased this with Barclays bank who said it should be received within 5-10 working days. If nothing heard by 14/01/17 the Chair and JS Everitt will attend the bank and chase in person. Current statement of accounts were based on entries in the Accounts book:

Current account balance: -£589.51 Business Savings Account Balance: £10,456.15.

13. WMDC Planning Applications and Decisions

None relevant to the Parish.

14 Village Trees

DRAFT

Replacement tree adjacent to the allotments now planted.

15. Village Footpaths

15.1 Poor condition of footway to Wentbridge reported to WMDC after receiving comments from residents.

16. Village Signs

Replacement speed limit sign (A638) and obscured speed limit sign (Thorpe Lane) awaiting action since reporting. Also noted under item 5.2 above.

17. Drains & Ditches

WMDC flushed and cleared blocked drains on Went View, Hall Garth and Thorpe Lane as noted under item 7.1 above.

18. Village Land

18.1 Playground

Application to access funding for new playground equipment amended and resubmission after initial rejection as more than one piece of equipment should have been identified. The Parish Council then considered 6 quotes for additional items (roundabout and goalposts), and selected a roundabout suitable for children of all ages and mixed abilities to use. ***Action:*** *clerk to update application to include selected roundabout.*

19. Community Association Report

Last meeting held on 05/12/17. JS Everitt reported that the Christmas Quiz raised a total of £110. The next meeting is scheduled for 09/01/18 at 7:15pm.

20. Matters for Future Agenda

Playground, Governance (website), Precept.

After P Dainty suggested adding village items (trees, footpaths, signs, land, drains, ditches etc) to the agenda on a quarterly basis unless otherwise requested with a matter to discuss/address, it was agreed to capture these items under one heading.

21. Future Meetings

21.1 Next Meeting

7:15pm Thursday 25 January 2018 at Ramsden Hall, Darning Lane, Thorpe Audlin WF8 3HB.

21.2 Provisional Dates

7:15pm Thursday 22 February 2018 - Ramsden Hall, Darning Lane, Thorpe Audlin WF8 3HB.
7:15pm Thursday 29 March 2018 - Ramsden Hall, Darning Lane, Thorpe Audlin WF8 3HB.

DRAFT