

Crofton Parish Council

Minutes of the Parish Council Meeting

Held on the 11th July 2023 at 7pm.

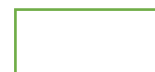
Present: Councillors; Trevor Chalkley (Chair), John Barnsley, Simon Bennett, Bob Hewitt, Esme Slater, Sylvia Walker, Dwayne Walkington,

Apologies:

Clerk to the Council: Rebecca Maindonald

In attendance: There were 5 members of the public present, plus Cllr Usman Ali and Cllr Maureen Cummings.

23/07/01	SAFE Scheme. Report from W.Y Police Officers working on Crofton SAFE Scheme It was noted that there had been less incidents reported on Facebook recently. A meeting was due to take place on Thursday the 13 th July at 1pm. Cllr Bennett confirmed that there had been a PACT meeting last Tuesday, which had been interesting. The Officers who had been in attendance had been invited to attend the next full council meeting, but unfortunately they due to their shift patterns, they were unavailable.
23/07/02	WMDC District Councillors Report Cllr Ali confirmed that the tree that needed cutting on Doncaster Road had been reported to Street Scene, who reported it to Highways, as they are private trees. The ginnel had been cleared. A Streetworks Inspector had been out following the reports of reversing lorries, had visited the site and will continue to monitor the situation. Cllr Walker confirmed that they were actually delivery drivers. A transit van had also been reported parked on grass. Cllr Ali reported that he had tried to contact the Church about cutting the grass in the Church Yard. He also noted the Traffic Order for Lodge Lane for 30 th July to 13 th August to complete the road works. This would include road closures and there may be working at night. The path had been approved around Coppers Lake. Between the 13 th and 27 th July, work will be commencing at Harrison Road. There were alot of works due to take place over the August period. Cllr Cummings confirmed that the smoke and smell which had been reported had been caused by a fire set by teenagers. Following the advice from the Fire Brigade, the farmer had been told to let it burn itself out. The footpath next to Pinders had been reported as overgrown. Unfortunately, the play area had



been damaged, with £5k of damage, it was confirmed that it would be repaired this time, but possibly not in the future. There was work commencing at the refuge at bottom of Slack Lane, with a bollard to be installed, the work had been scheduled for 21st of July.

The Pinfold sign was back up. The overgrown footpath at back of Brand Hill, had been cut back.

Cllr Hewitt also asked for information about the flood prevention, which Cllr Ali confirmed he was chasing up.

Cllr Bennett confirmed that he had mentioned a litter bin that had been moved, which Cllr Cummings would be looking into.

Member of Public 1- vegetation growth on public rights of way- footpath number 9- was reported via online function. They had received response saying it would be sorted within 10 working days, but it had not been resolved. Was escalated to a stage 1 complaint and they received a response from the Public right of way team, stating that there was a schedule and the team was limited. It was felt that there was no incentive for walkers if they are overgrown. As they were uncut, people are going through the farmers field, which is creating a path through the field. He thinks that Wakefield council need to get more proactive with maintenance. It was suggested that contact be made with Redrow homes.

Member of public 2- queried what was happening with the Pinfold itself? It was confirmed that the Parish Council were looking at ownership of the Pinfold. There was concern that there was a plan to build a roundabout there. District Cllr Cummings stated that a roundabout wouldn't be happening for a number of reasons.

Cllr Barnsley confirmed that they were in the process of trying to establish ownership.

MOP2- Pinfold is part of the heritage of Crofton. Suggested that if they did want to put a roundabout, it should be an offset roundabout in the farmers field.

Cllr Walker responded that the land was safeguarded by HS2.

The Chair confirmed that he was grateful for all of the work that Cllr Barnsley was trying to do to establish further information concerning the Pinfold and that he reported back to the meeting regularly.

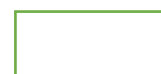
Cllr Barnsley confirmed that he had trying to contact David Hemmingway, don't have telephone numbers or email address. Is trying hard to resolve banking issues. He gave documentation to David Hemmingway a few weeks ago, but he hasn't heard anything. MOP2 said that he would remind Mr H about the paperwork.

Cllr Cummings- appreciates MOP1's concerns about footpaths. Has had a similar experience.

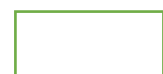
MOP1- noted that there had been new cycle routes built, but they were unusable due to being overgrown.

Public participation, any person wishing to record the meeting in any format whatsoever is encouraged to contact the Clerk prior to the start of the meeting.

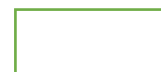
Nothing reported.



23/07/03	<p>To receive apologies for absence and approve Councillors unable to attend the meeting should give a reason. No apologies.</p>
23/07/04	<p>Declarations of Personal and/or Pecuniary interest None.</p>
23/07/05	<p>Confirm and sign the minutes of the Parish Council meeting held 13th June 2023. RESOLUTION- The Minutes of the meeting dated the 13th June 2023 were agreed as a correct record and signed by the Chair.</p>
23/07/06	<p>Matters arising from the previous minutes. None were raised.</p>
23/07/07	<p>Discuss Coronation/Jubilee Spend Memorial Centre of Village The meeting noted that there had been an article on Facebook concerning a fence, which seemed to imply that the Council were in favour of their proposals. It was agreed that although there were no objections, this hadn't been agreed by the Council.</p>
23/07/08	<p>Jubilee Tree This was discussed once again. Cllr Walkington was looking at sourcing the prices for a tree.</p>
23/07/09	<p>Community Facilities:</p> <p>a) Report Parish Centre and Library Parish Centre- the Chair confirmed that work had been underway to chase up the loan application. It was established that the application had not been received by YLCA and that the forms had changed, so new forms were required. It was agreed to press forward with all necessary actions required. Resolution- it was agreed unanimously for the Council to progress with the loan application.</p> <p>b) Report Village Association Cllr Bennett confirmed that he would be involved again to cover for the Treasurer, which would be discussed at the next meeting. He also confirmed that there was discussion with Wakefield Metropolitan District Council about the Cricket Fields. A CVA meeting was held concerning donations, where it had been agreed to increase rates by 10%. Cllr Bennett confirmed that there were issues obtaining toilet seats. Resolved- that the Chair instruct a Plumber be contacted to source and obtain some toilet seats.</p>



23/07/10	<p>c) Report Allotments Cllr Hewitt confirmed that he had given a plot holder notice, as he was not cultivating his plot. Otherwise, everything was functioning well.</p> <p>d) Report Parish Cemetery The Chair provided an update. He had been down with a strimmer to tidy it up, however people had set out items on the plots, making it difficult. After extensive discussion, it was agreed to give people 12 months notice to remove items from plots. Rob Jennings has been asked to provide a price for cutting, which the Chair would chase. The Clerk reported that the Burial Registers was filling up and she had sourced replacements, which weren't cheap. Resolution- that the Clerk be able to order a new book, at a cost exceeding £200. Cllr Barnsley suggested some health and safety checks be undertaken in August.</p> <p>e) Report Web Site It was reported that the Clerk and Cllr Slater have log ins for the website and were due to have another meeting with Martin. The Chair agreed to approach the Armories to see whether a crest could be used.</p> <p>f) Report Floral Displays There had been a lot of feedback about the displays. Cllr Walker confirmed that Council had received information about the lit Christmas Trees, but following discussion the Council did not feel that they could support this at a cost of £56 each. There had been a number of applications for floral baskets. There was discussion concerning an applicant who had contacted the Council confirming that she had paid the previous August, had but nothing had happened. The basket and plaque has since been erected. It was suggested that the lady not be charged for next year. Cllr Walker suggested that in future, if people pay for more than one year, they only pay for the basket, not the plaque as well, so charge them £50. Cllr Walker said that she would design a new form, as they can apply for "special occasions", not only "memorials" MOP 1- suggested that licences be read for the planters as it is very specific what can be advertised, as on Wakefield Council Land, paid a fee, licence valid for approx. 15/20 years. Previous Clerk held the licence</p> <p>To receive reports from outside bodies: Constable and Pinders Charity (Cllr John Barnsley) It was confirmed that they had managed to get a bank statement through. They have been submitting a charity return each year, which has been possible using the last bank statement that had been received. Finances- £4,111.86 pence in both accounts. Current- £2974.43 Savings- £1,137.23.</p>
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23/07/11	<p>Cleansing and Environment: The Chair reported that he had spotted a brand new WMDC Gully cleaning machine. The meeting agreed that a lot of gulleys had greenery in them, so they were surprised that there wasn't more flooding. Cllr Walker felt that they require more than cutting back, they need to be dug out and the area re-tarmacked.</p>
23/07/12	<p>Planning: No requests for comments had been received.</p>
23/07/13	<p>Safe Scheme A meeting was due to be held. Cllrs were all keen to discuss a number of issues.</p>
23/07/14	<p>Finance/Accounts (Cllr Simon Bennett acting RFO) The Acting RFO requested that all unnecessary spending be delayed for the foreseeable due to issues accessing the bank account. Cllr Bennett explained issues with the account that he was working to resolve. The Parish Council Bank account is classified as a Club Account, not a Parish Council. It was noted that the Internal Auditors fees needed to be paid, so Cllr Bennett made payments after the meeting. Cllr Bennett hadn't claimed his expenses, so had written a cheque for Internal Auditors fees and his expenses, if the cheque is honoured by the bank, the account was functioning. Cllr Bennett confirmed that he would make all payments as soon as possible. Also noted that no one else is able to make payments at the moment. The Chair can apply for a Crofton Parish Council card with his name, which gives two options for payments. Resolved- that Cllr Trevor Chalkley be authorised to apply for a payment card for the Barclays bank account. The meeting noted the Invoice from T and D contracts for £2,358. It was agreed to pay. Paperwork had been submitted to the external Auditors, who had confirmed receipt. It was noted that the high interest account was yielding more interest. A VAT refund had been received. There had been an issue with Octopus, due to VAT credits. But the acting RFO was working through it. Cllr Chalkley confirmed that he would be withdrawing £500 for the family fun day.</p>



Resolution- that the Acting RFO be authorised to pay any "usual" bills during the month of August.

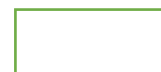
To receive bank reconciliation and report on receipts, payments, balances

BUDGET MONITOR					2022/23	2023/24	2023/24
	1 Qtr	2 Qtr	3 Qtr	4 Qtr	ACT	EST	ACT
EXPENDITURE							
GENERAL							
WAGES (Inland Rev)	2775.78				10691.25	13800	2775.78
INSURANCE					8293.01	4200	0.00
AUDIT					790.00	1500	0.00
WYP SAFE SCHEME	2035.78				4421.37	6000	2035.78
SUBSCRIPTIONS	953.00				1072.00	1000	953.00
GRANTS-DONTNS-CONTB					0.00	1000	0.00
STNRY/POST/ADV/COMP/PHNE	213.78				1433.06	800	213.78
CHAIRMAN'S ALLOWANCE	37.00				0.00	100	37.00
SUB TOTAL	6015.32	0.00	0.00	0.00	26700.69	28400.00	6015.32
PARISH CENTRE							
ELECTRICITY	282.46				954.23	1000	282.46
RATES	673.65				823.38	900	673.65
WATER	28.23				142.66	150	28.23
PWLB						12400	0.00
PLANNING					725.20	100	0.00
MAINTENANCE/REPAIRS	81.00				221.30	100	81.00
DEFIBRILLATOR						0	0.00
SUB TOTAL	1065.34	0.00	0.00	0.00	2866.74	14650.00	1065.34
HARE PARK PAVILLION							
SECURITY	713.42				600.00	1000	713.42
MAINTENANCE	1062.00				1126.82	1000	1062.00
LEASES	305.00				1230.00	1500	305.00
GROUNDS MAINT					11476.53	12000	0.00
UTILITIES / INSURANCE	1,822.28				10675.58	16000	1822.28
MISC					637.36	600	0.00
HYGIENE EQUIPMENT	16.00				5034.85	8000	16.00
SUB TOTAL	3948.70	0.00	0.00	0.00	30781.14	37100.00	3948.70
ALLOTMENTS							
WATER					2523.86	3000	0.00
SKIP HIRE					0.00	200	0.00
RODENT CONTROL					0.00		0.00
MAINTENANCE					0.00	300	0.00
SUB TOTAL	0.00	0.00	0.00	0.00	2523.86	3500.00	0.00
CEMETERY							
PLAQUES					374.84	1000	0.00
MAITENANCE/ MISC/refund					12965.00	15000	0.00
SUB TOTAL	0.00	0.00	0.00	0.00	13329.84	16000.00	0.00
PLATINUM JUBILEE FUND							
S.137	7029.28				20950.93	12000.00	7029.28
TOTAL EXPENDITURE	18058.64	#VALUE!	#VALUE!	#VALUE!	97153.20	111650.00	18058.64

RECEIPT					ACT	EST	ACT
PRECEPT	81635.00				81635.00	81,635.00	81635.00
PARISH CENTRE	325.00				240.00	240.00	325.00
HARE PARK PAVILLION / CVA					9583.03	10,000.00	0.00
ALLOTMENTS	1880.25				1965.76	2,000.00	1880.25
CEMETERY	330.00				5362.36	4,000.00	330.00
INTEREST	458.38				478.57	400.00	458.38
MISC /Basket Sponsorship	426.00				395.00	500.00	426.00
VAT	3754.29				8235.00	12,875.00	3754.29
TOTAL RECEIPT	88808.92	0.00	0.00	0.00	107854.72	111650.00	88808.92

PAYMENTS													
Jun-23													
Date	Chq No:	Payee	Details	General	P. Centre	Pavillion	Allotments	Cemetery	S.137	Chair's Allowance	Total	VAT	
JUNE		S/O Staff	Bfwd	£6,051.53	£1,012.48	£3,198.70	£0.00	£0.00	£5,841.28	£37.00	£0.00	£15,140.97	£1,157.28
			Wages	£855.26								£855.26	
		DDebit O2	Phone	£53.48								£53.48	£8.91
		BACS APT Shuyyers	Repairs			750.00						£750.00	£125.00
		DDebit Octopus	Electrical		£52.88							£52.88	£2.62
		DDebit Octopus	Electrical									£0.00	
		BACS Rocco Ind Ltd	Consultant	£18.05								£18.05	
		BACS First Impressions	Flower brackets						£1,188.00			£1,188.00	£198.00
		TOTAL	C/Fwd	£6,978.32	£1,065.34	£3,948.70	£0.00	£0.00	£7,029.28	£37.00	£0.00	£18,058.64	£1,391.61
RECEIPTS													
Date	Rec'd from	Details	Precept	P. Centre	Pavillion	Allotments	Cemetery	Interest	Misc.Bekt SpShip	VAT	Total		
JUNE		Bfwd	£81,635.00	£165.00	£0.00	£1,880.25	£230.00	£0.00	£458.38	£426.00	£0.00	£84,336.25	
	Barclays	Interest										£458.38	
	Burgess	Burial					£50.00					£50.00	
	Rayner	Burial					£50.00					£50.00	
	HMRC	VAT								3,754.29		£3,754.29	
	WMDC	Polling Station		160.00								£160.00	
	TOTAL	C/Fwd	£81,635.00	£325.00	£0.00	£1,880.25	£330.00	£458.38	£426.00	£3,754.29	£0.00	£88,808.92	
Bank Reconciliation:				Cashbook									
Balances												£299,462.49	
Community Account			£80,707.50									Less payments	
Business Saver Account			£220,309.99									Plus receipts	
Less unrepresented o/g's			£0.00									£4,472.67	
Total			£301,017.49									Closing balance	
												£301,017.49	

Resolution- that all payments be approved and the contents of the spreadsheets were noted by the Council.



23/07/15	<p>To receive items of Correspondence</p> <p>The Meeting noted copy of email to chair from Charles at the Church. The meeting went on to discuss lighting and security.</p> <p>It was also discussed that the Cemetery may be locked at night, this was discussed as it is a public right of way. But it would need to be unlocked. Councillors felt that the consensus was that lighting wasn't supported by residents. It was felt that lighting would attract people.</p> <p>Following discussion, the Parish Council had concerns raised by residents and therefore could not support these proposals.</p>
23/07/16	<p>Parish Matters (Including Traffic Issues)</p> <p>Cllr Bennett asked Cllr Hewitt had any progress about finding out who owned the land opposite the car park, as the allotment car park at 8am was full. Cllr Bennett asked whether it was worth putting a sign up and putting a barrier across it until 9am? There followed discussion concerning parking in the village. It was not felt to be school parking as the car parks were also full during the school holidays.</p> <p>The meeting also discussed a particular vehicle that speeds through the Village, without a front registration plate.</p> <p>The Chair confirmed that he had attended the YLCA Chairs meeting and updated the Council on what was discussed.</p>
23/07/17	<p>To receive applications for the office of parish councillor and to co-opt candidates to fill the existing vacancies.</p> <p>Eric Robinson was co-opted as a Councillor and handed the forms by the Clerk for completion and return.</p> <p>Cllr Walkington Proposed Eric, Cllr Walker seconded the nomination, which was unanimously accepted by the Council.</p> <p>Cllr Chalkley welcomed Eric back to the Parish Council.</p>
23/07/18	<p>To agree date of the next Parish Council meeting as the 12th September 2023.</p> <p>Following the conclusion of all business, a Vote of thanks was agreed for the Clerk, for her work so far improving forms and procedures.</p> <p>The meeting was declared closed at 9.35pm.</p>

Signed.....Date.....
Chairman, Crofton Parish Council

