

# CROFTON PARISH COUNCIL

## Minutes of the Parish Council Meeting

Held on Tuesday the 13<sup>th</sup> February 2024

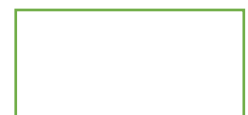
**Present:** Councillors; Trevor Chalkley (Chair), John Barnsley, Simon Bennett, Rob Elson, Carol Gee, Bob Hewitt, Eric Robinson, Esme Slater, Richard Tucknott, Dwayne Walkington and Sylvia Walker

**Apologies:**

**Clerk to the Council:** Rebecca Maindonald

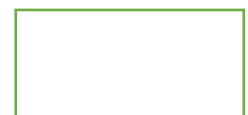
**In attendance:** District Cllr Usman Ali.  
District Cllr Maureen Cummings.  
There were 0 members of the public present.

<b>2024/02/01</b>	<p><b>WMDC District Councillors Report.</b></p> <p>District Cllr Ali confirmed- Researched the situation concerning the sweeper blocking an entrance, he has had it confirmed that it is not possible to enforce, unless police get called out, was on Kingsley Avenue. Parking and obstructions discussed in general.</p> <p>District Cllr Cummins sent a report for the meeting- Unsure of whether there has been any movement concerning the tree located on left under bridge, which has fallen over. Was being reported again. Mud on road after bridge up to Sidings, causing vehicles to slip and slide. Lengthy response received - in essence no accidents, mud is from movement by local farmer, average speed Shay Lane 31mph according to last survey, so no action will be taken, Stress testing on lampposts for hanging baskets- a great outcome. Boundary submission passed by council 23/1/24 - recommendations see Ward 5 loose the Birkwood area to Featherstone &amp; Notton to Wakefield South NOTE: nothing more to add, The Clerk is now receiving the road works lists and passing them on to Councillors.</p> <p>Cllr Walker asked what was happening with HS2, when was safeguarding being lifted on Crofton properties? It had been 10 years since this had started. This was discussed at length and it was agreed that further research would be required.</p>
<b>2024/02/02</b>	<p><b>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.</b></p> <p>No members of the public were present.</p>



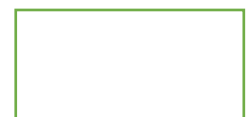
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2024/02/03	<p>To receive apologies for absence and approve.</p> <p><b>RESOLVED- apologies be received from Cllr Simon Bennett, Cllr Carol Gee and Cllr Bob Hewitt. The reasons were unanimously accepted.</b></p>
2024/02/04	<p><b>Declarations of Personal and/or Pecuniary interest.</b></p> <p>None were received.</p>
2024/02/05	<p><b>Confirm and sign the amended minutes of the Parish Council meeting held 12<sup>th</sup> December 2023.</b></p> <p>Following the issue at the previous meeting, the meeting discussed the formats of the Minutes. The Chair had circulated them. Meeting agreed that the Clerk is the Proper Officer of the Council with legal responsibilities and should be treated in that way. It was agreed that the Chair would draft a Minute writing policy.</p> <p><b>RESOLUTION- The Minutes of the meeting dated the 12<sup>th</sup> December 2023 were agreed as a correct record and signed by the Chair.</b></p> <p>Proposed- Cllr Walker, - Seconded Cllr Walkington. Unanimously supported.</p>
2024/02/06	<p>Confirm and sign the minutes of the Parish Council meeting held on the 16<sup>th</sup> January 2024.</p> <p><b>RESOLUTION- The Minutes of the meeting dated the 16<sup>th</sup> January 2024 were agreed as a correct record and signed by the Chair.</b></p> <p>Proposed- Cllr Barnsley, Seconder- Cllr Tucknott. Unanimously supported.</p>
2024/02/07	<p><b>Matters arising from the previous minutes.</b></p> <p>None.</p>
2024/02/08	<p><b>Planning.</b></p> <p><b>To receive a request from Wakefield Council Planning Services for Crofton Parish Council to comment on planning application number- 23/02066/OUT. Redbeck Hotel Café and Motel, Doncaster Road, Crofton.</b></p> <p>Councillors agreed that they had been made aware of significant concern in the Community, concerning this application.</p> <p>Councillors had previously had the opportunity to meet with developers prior to this meeting to discuss the application.</p> <p>Although Councillors discussed concerns about the impact of additional traffic, it was agreed that there was already traffic entering and exiting the premises. The difference would be that with a residential development, the traffic would be at concentrated times- during the mornings and evenings, which would need to be addressed by the highways authority.</p> <p>Having already been subject to development in the recent past, the amenities in Crofton were struggling to deal with additional capacity, which would only get worse. There was currently strain on the Doctors, Schools, Dentists and transport links in the Village. There was also a lack of</p>



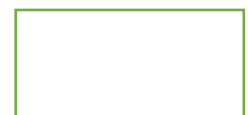
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	<p>supermarkets in the area, which lead to reliance on cars to undertake more than just a very basic shop.</p> <p>Crofton Parish Council accepts that Crofton Village will be subject to applications of this size, however they were disappointed that there did not seem to be properties suitable for the entire community, which would include first time buyer homes, as well as bungalows for members of the community who struggle with mobility. A number of Councillors have been approached by residents who are keen to stay in the Village, but for whom there is no suitable accommodation. It is felt that a mixture of types of houses on this site would be preferable, in order to support the Community environment that Crofton residents desire.</p> <p>Councillors were also extremely concerned about the loss of jobs, once the Redbeck Café and Motel closed. They were also concerned about the loss of a Community Asset. Ultimately, Councillors feel that they could only support development in Crofton, if it was for the betterment of the Community.</p> <p><b>RESOLVED- that the Clerk would draft a response to WMDC, sending it to the Chair before submission.</b></p>
<b>2024/02/09</b>	<p><b>To receive an update from the designated liaison with SAFE Scheme. (The Parish Clerk) To agree a list of locations for the SAFE Scheme to monitor.</b></p> <p>The Chair confirmed that he had contacted the Safe Scheme Officer to confirm availability for a meeting.</p>
<b>2024/02/10</b>	<p><b>Tree Planting.</b></p> <p>Cllr Tucknott had collected a small number of trees to be planted on the evening of the 29<sup>th</sup> February at 7pm at the Sidings. The species were Hornbeam, Hawthorn and Blackthorn. Brownies and Cubs are looking at the Pontefract Road Allotments for a Wildlife conservation area. Has been liaising with Cllr Walkington.</p>
<b>2024/02/11</b>	<p><b>Community Facilities:</b></p> <p><b>Report- Parish Centre and Library.</b></p> <p>Discussed the future meeting with the builder to discuss the prices. There was nothing to report following the submission of documents to the YLCA.</p> <p><b>Report- Village Association.</b></p> <p>There had been a recent meeting. Donation/fees had been discussed. A smart meter had been due to be fitted, but hadn't gone ahead due to a technical issue.</p> <p><b>Report- Allotments.</b></p> <p>Cllr Walkington confirmed-</p> <p>A letter had been sent to plot holder and the plot was coming back to Council for re-allocation.</p> <p>More letters were required, which were agreed.</p> <p>Need to update the rules before rent collection day.</p>



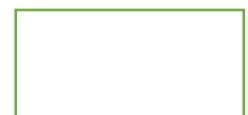
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<p>2024/02/12</p>	<p>Discussed the locked allotment gates, one plot holder had been locked out at 8am in the morning. Would it be possible to have a key cut for the Parish Council?</p> <p>Discussed the condition of the road and the future repair.</p> <p>Discussed whether S106 funds could be used for road repair. Clerk to enquire how much was in the S106 fund for Crofton.</p> <p><b>RESOLUTION- Cllr Walkington to chase up having a key cut.</b></p> <p><b>RESOLUTION- Cllr Walkington to contact members on the waiting list to allocate two plots.</b></p> <p><b>RESOLUTION- that the allotments rules and regulations be updated.</b></p> <p><b>RESOLUTION- details to be sent to Clerk concerning additional correspondence.</b></p> <p><b>RESOLUTION- Clerk to enquire about value of S106 funds.</b></p> <p><b>Report- Parish Cemetery.</b></p> <p>Discussed a recent request for burial of ashes, thought to be non-resident. The Clerk will contact the Burial Working party once further information was provided.</p> <p><b>Report- Web Site.</b></p> <p>A number of updates had been requested and made.</p> <p><b>Report- Floral Displays.</b></p> <p>Great news received that WMDC were paying for the lamppost testing. Cllr Walker ran through the list of lamp posts to be added to the list. Discussed whether to continue putting baskets up on the Old Doncaster road. It was noted that there were already planters on this road.</p> <p>Collecting payments- Cllr Walker hadn't contacted anyone and she is receiving payments.</p> <p>Cllr Robinson suggested starting an email group, to let everyone know that Council aren't taking payments yet.</p> <p>There are over 30, each lamp post has a number, which can be used as a reference number and can be used on bank transfers. Cllr Walker will collect cheques on her Library days. She has a small receipt book.</p> <p><b>RESOLUTION- to establish when the lampposts will be tested.</b></p> <p><b>RESOLUTION- confirmation to be sought from WMDC that we don't need to apply for licences in order to hang the baskets.</b></p> <p><b>To receive reports from outside bodies:</b></p> <p>Constable and Pinders Charity (Cllr John Barnsley).</p> <p>Bank issue nearly resolved. Now have debit cards. Once signatories are on the system, ongoing changes can be made online. They have applied for internet banking and have approximately £4,000 in bank. They can make donations up to £250 for benefit of the whole of the Village, there is a strict constitution. Have income of about £180 a year from the farm.</p>
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2024/02/13	<b>Cleansing and Environment.</b> Nothing.
2024/02/14	<b>To receive an update from the Finance Working Party. To discuss and agree any proposals and recommendations put forward by the Finance Working Party.</b> The Working party met Tuesday the 6 <sup>th</sup> February. Clerk was due to take over duties of RFO on 1 <sup>st</sup> April. The only outstanding matter is the Chair receiving debit card, which will then go over to the RFO, paying bills and invoices. Handover was discussed, which would take half an hour in a March meeting. Discussed signatories. Agreed the Clerk would be a signatory and the Finance Working party members. Mandate to be completed for the Clerk so she could get her own card. Clerk to ask internal auditor whether she is electronic, or paper. Payroll Clerk is being appointed. A letter has been put together by the Chair and Clerk will send them through.
2024/02/15	<b>Finance/Accounts (Cllr Simon Bennett acting RFO)</b> To receive bank reconciliation and report on receipts, payments, balances To approve accounts for payment. The Acting RFO wasn't present, so discussion wasn't held. To discuss item 3 of the AGAR document, completed as part of the Audit process. It had been requested that this item be added to the agenda, in order that the Council fully understood their responsibilities. The item stated <i>"We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances."</i> This was discussed by the Council. It was agreed that the Council needed to be legal, honest and decent. It was agreed that the Clerk would email the AGAR out to all members of the Council for views and questions. There was discussion about how Councillors should feel able to question and challenge.
2024/02/16	<b>To receive items of Correspondence.</b> The chair raised the contents of a letter that had been received concerning the planning application as they supported the development as they were looking for a home. The chair had sent the Clerk text for a response. RESOLVED- The Clerk to respond to the letter that had been received.
2024/02/17	<b>Parish Matters (Including Traffic Issues).</b> Discussed courses that were available for Councillors and the Council succession plan. The Chair and Vice Chair had been to a meeting with WYCA.



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	<p>HS2- Councillor Walker requested clarification about the land that was affected by HS2 and the safeguarding. Blight- when houses sold for less than market value due to the HS2 project- people can sue for their loss. The land then can't currently be used for housing, particularly the "Wakefield East" project.</p>
<b>2024/02/18</b>	<p><b>Diary dates.</b> None.</p>
<b>2024/02/19</b>	<p><b>To agree date of the next Parish Council meeting Tuesday the 12<sup>th</sup> March 2024.</b> <b>RESOLUTION- It was agreed that the next Parish Council Meeting would be held on Tuesday the 12<sup>th</sup> March 2024 at 7.00pm.</b></p>
	<p>The Meeting was declared closed at 21.11.</p>

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

