

WOOLLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD 10TH JUNE 2010

Present: Councillors M Willis, D Jones, Mrs A Frost, R Frost, J Bayley, Mrs J Parkin, M Padgett.

In attendance: Sgt. Jonathan Day, Cllr John Colley.

23/10 TO ACCEPT APOLOGIES FOR ABSENCE
There were no apologies for absence.

24/10 DECLARATIONS OF INTEREST IN ITEMS ON AGENDA
There were no declarations of interest.

25/10 TO RECEIVE SUCH ITEMS THAT THE CHAIRMAN MAY WISH TO LAY BEFORE THE COUNCIL
The Chairman asked that one item of correspondence be taken in the private part of the meeting and that a Personnel Committee meeting be held following the Council meeting.

Resolved that the above action be agreed.

26/10 TO CONFIRM THE MINUTES OF THE MEETING HELD 13th May 2010
Cllr Jones stated that he had omitted to put forward Cllr Padgett's apologies at the last meeting.

Resolved that with this amendment the minutes of the 13th May be accepted as a correct record.

27/10 TO REPORT ON MATTERS ARISING NOT ON THE AGENDA FOR INFORMATION ONLY
There were no items.

28/10 TO AGREE THAT MEMBERS OF THE PRESS AND PUBLIC BE ASKED TO LEAVE THE MEETING FOLLOWING AGENDA ITEM 16

Resolved that members of the press and public be asked to leave the meeting following item 16.

29/10 TO RECEIVE THE POLICE REPORT
Sgt. Day reported that 15 hours had been worked in the Parish during the month of May. There had been 1 theft from a portacabin; 1 domestic incident in Woolley Grange; 9 drivers given fixed penalty speeding notices and a number warned; Officers had again completed high visibility patrols in and around the area and in relation to vehicle nuisance and fly-tipping. As a result of a spate of

thefts of farm machinery a 4 night overnight operation had been conducted during which period there were no incidents. Discussion took place on the report. In addition it was pointed out there were driver visibility problems at the top of Middlefields Lane due to the verges not being cut back.

Resolved that Sgt Day be thanked for his report. He was also asked to produce an overview of cumulative incidents over the past 12 months.

Resolved that Cllr Colley would take up the issue of the verges.

30/10 TO DISCUSS PROGRESS ON WOOLLEY GRANGE NOTICE BOARD
Completion and delivery details requested by Henry Stebbings.

Resolved that this item remain on the agenda until the Notice Board has been delivered and fitted. Cllr Bayley's details to be passed to the company to facilitate delivery.

31/10 TO UPDATE ON GROUNDS MAINTENANCE AND HANGING BASKETS

Unfortunately, the silver birch had still not been pruned.

Resolved that Earnshaws again be requested to prune that tree as soon as possible.

32/10 TO UPDATE ON MILLENNIUM STONE, HAIGH

Following discussion it was

Resolved that this item be removed from the agenda.

33/10 TO DISCUSS FINANCIAL MATTERS

i) Report of Internal Auditor

Yorkshire Audit Bureau had been unable to conduct the Audit as they no longer carried out this type of work. Following consultation with the Chair the work has been carried out by Malcolm Neill who is a qualified accountant and had submitted a written report. He recommended that:

- a) the fidelity guarantee be increased to £25,000;
- b) the financial Regulations be updated as the current ones were somewhat dated;
- c) the Standing Orders 38 and 67 be amended;
- d) the Bank Reconciliation Statement is presented differently.
- e) In addition he suggested the Asset Register be updated in 2011 to include ownership of the Village Hall by the Parish Council
- f) all legal documents are copied and a set kept by the Chair, the originals to remain with the Clerk.

Resolved: that the above points are actioned as appropriate. d) The Bank Reconciliation Statement and b) updated Financial Regulations previously circulated were signed by the Chairman. c) Amendments to Standing Orders were

initialled by the Chairman in the appropriate places and would be copied and circulated for the next meeting.

ii) Approval of payment of accounts.

Clerk Salary and postage	£ 88.40
Ms J Codman – flowers Memorial Garden	£ 95.00
Kilner Johnson Associates – payroll	£ 58.75
Harry Stebbing – Notice Board	£853.53
Cultrix – website hosting	£ 69.33
M Neill – Auditor	£195.00

Resolved that the above payments be approved.

Resolved that minor changes to statement of accounts was agreed by all members and initialled by the Chairman.

34/10

TO RECEIVE ITEMS OF CORRESPONDENCE

- i) Rural Action Yorkshire – **Resolved** not to renew the subscription to this organisation
- ii) Mrs Jones re memorial bench – due to high cost of licence fee she had decided not to site the bench on WDH land. A suggestion was made that the bench be sited in the play area. **Resolved** that Cllr David Jones would conduct a site visit and report to next meeting. It was also reported that Jill and Chris Jones had won an award for the house they built last year and the Parish Council extended congratulations to them.
- iii) Unity Trust Bank relating to an old account with a nil balance – **Resolved** this account be closed
- iv) WYLCA – letter re nomination for Parish representative on WMDC Standards Committee

Resolved that the correspondence be received and actions noted.

35/10

TO DISCUSS NEXT EDITION OF THE NEWSLETTER

A draft newsletter was circulated. Following discussion it was

Resolved to include an item about future projects in the Parish and proceed with the printing.

36/10

TO DISCUSS PLANNING APPLICATIONS

Circulated. An issue was raised about a property on Seckar Lane where trees were being removed.

Resolved that planning applications are noted and the tree issue be taken up with WMDC.

37/10 TO DISCUSS PARISH MATTERS

a) Woolley Grange

Cllr Bayley reported that the Residents Association had produced its own newsletter. There were a number of events planned including a public meeting on the 15th June at which the Parish Council Chairman was to be asked to speak.

b) Haigh

No issues were raised.

c) Woolley Village

Cllr Padgett reported on the meeting he had attended regarding gritting/winter road maintenance. Metro were to be consulted about the best way to proceed next year in relation to bus routes. Cllr Colley said he would also pursue this matter.

Cllr Colley gave an update on various issues including an environmental audit of the area. The viewing area would now be cleared regularly. 106 monies were mentioned and it was

Resolved that WMDC be asked for a report on how this money had been spent.

38/10 TO AGREE ITEMS FOR THE WEB SITE

Resolved that the May minutes, the Police report and an item about future projects are put on the web site.

39/10 TO AGREE DATE AND TIME OF NEXT MEETING

The next meeting will be held on Thursday 8th July at 7.30pm in The Village Hall, The Green, Woolley and will be the Annual Meeting of the Parish Council.

IN PRIVATE

40/10

An item of correspondence was discussed and it was *Resolved* that a suitable response be sent to the correspondent and the item referred to YLCA.

Signed.....
Chairman

Dated.....

WOOLLEY PARISH COUNCIL
NOTES OF PUBLIC SESSION HELD
10th June 2010

There were 3 members of the public present.

No issues raised.

