



# Kirk Smeaton Parish Council

Kate Bowden (Clerk) email: [kirksmeatonclerk@gmail.com](mailto:kirksmeatonclerk@gmail.com)

Bonita Cottage, Water Lane, Kirk Smeaton WF8 3LD

Tel: 01977 621628

Tricia Storey – Chair

## MINUTES

### Annual Meeting (Virtual)

5 May 2021

10 May 2021

**MINUTES** of the Annual Meeting held virtually on 5<sup>th</sup> May at 6pm

1. Attendance – Cllr Tricia Storey (Chair) Cllr Tony Lenc (Vice Chair)

Cllrs: James Stephenson; Carl Vitty; Barney Byfield

Kate Bowden (Clerk)

2. There were no apologies

3. Cllr Tricia Storey was re-elected as Chair. Cllr Tony Lenc was re-elected as Vice Chair

4. The co-option of Cllr Barney Byfield was confirmed and Cllr Byfield was welcomed to the Council

5. There were no Declaration of Interests

6. **There were no members of the Public present**

7. The Minutes of the Parish Council Meeting held on 10 March 2021 were approved

8. Matters arising from the Minutes of 10 March Parish Council meeting

8.1. It was agreed to contact TWM with regard to the VAS on Wentedge Road as it was considered to need adjusting as smaller cars were not being picked up early enough

8.2. Cllr Stephenson has contacted the Police Speed Unit with regard to the speeding on Pinfold Lane and the Police have escalated their presence in the Village as a whole. A speed monitor has been requested. Clerk to Communicate across the Villages to report speeding vehicles to 101. Cllr Stephenson to liaise with the School regarding a visit from the Speed Unit.

8.3. Bollard replacement on Pinfold Lane – Clerk to clarify a resident's recent request for adoption of the new bollard and/or payment for the new bollard. Cllr Stephenson to examine the possibility of installing a camera at this junction with Highways.

8.4. Planters in 3 places in the Village. Following a directive from Highways, Cllr Lenc has measured the relevant placement of the planters. It was agreed to meet on Monday at 2pm to discuss the matter further.

Signed..... Tricia Storey (Chair)

14 July 2021



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- 8.5. The Roles and Responsibilities of Councillors were discussed and decided upon. It was agreed that Cllrs Byfield and Stephenson liaise with the Clerk and review the website. Cllr Byfield and Cllr Vitty to join the events team.
- 8.6. Discussion took place regarding the Community Speed Watch with some Councillors concerned for the safety of individuals. The Chair and Clerk to discuss a date for training.
- 8.7. The Chair reported on her visit to Brockadale with members of YWT Management team, (including the Chief Executive), Dave Williamson and Cllr Ivey. The Community Police Officer was also present. The problems can be split into 2 categories: To Improve the behaviour of visitors to the Reserve and 2: criminal activity to resolve ie illegal camping; fires; drug use; fly tipping etc. The proposed Think Tank to include links with District Council; Police; YWT; Plantlife; Friends of Brockadale and other interested parties. It was resolved to progress the Think Tank to include robust training for volunteer Wardens.
- 9. Ratifying decisions made and money spent between meetings due to the Coronavirus Pandemic**
- 9.1. All decisions ratified.
10. The new Code of Conduct for Councillors was adopted.
11. The Council Policies were reviewed and agreed as being adequate.
12. Website advice from JPAG re website and email extensions – further discussion with Clerk and Cllrs needed to identify if this is necessary.
13. The Great British Spring Clean – 28<sup>th</sup> May - 13<sup>th</sup> June - It was agreed to liaise with LSPC in regard to this.
14. Wildflower Planting – The Clerk informed the meeting that wildflowers had been planted in the spare ground at the top of Pinfold Lane at the junction with Norton Road. Dave B has planted wildflower seeds in 2 planters which are now situated on the Green. The wildflowers on order have not yet arrived but due any time.
15. Councillor Training Courses were discussed. The Chair advised all Councillors that there were funds available should they wish to attend any training courses on offer from YLCA.
16. BHIB Insurance renewal - £342.34 was accepted

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17. Cllr Vitty to prepare further narrative along with further evidence to Highways with regard to the Give Way sign at the end of Wentedge Road which is constantly being hit by passing lorries etc.

#### 18. Village Green and Village Matters

18.1. Fly tipping was discussed. The Chair reported that this is still a major problem coming from as far away as Leeds. Kirk Smeaton, Little Smeaton and Womersley have the highest fly tipping incidents on record. It was agreed to support Mr Donlon's email to the MP Nigel Adams requesting that if caught fly tipping, that perpetrators would lose their driving license. An on-line petition was also suggested and agreed together with discussions with the Local Council to make access to registered tips easier.

#### 19. Highways Matters

19.1. The PC does not have any further information regarding the A1 Doncaster to Darrington improvements.

#### 20. Allotments and Cemetery

20.1. Cllr Lenc reported that one quotation has been received for the Allotment fence repair and replacement. This is to be followed up.

20.2. Cllr Lenc reported that the repairs to the memorials should be completed by 7<sup>th</sup> May. The PC is not altogether confident of the reliability of the Monumental Mason used.

20.3. The preparation of a suitable area in the Cemetery for the interment of cremated remains was discussed. It was agreed that a plan would be prepared identifying the work needed for this plus the purchase of a Memorial Tree in memory of Prince Philip. Cllr Vitty questioned the amount of space left and the need to ensure all residents of both Villages are aware that plots for burial or cremation could be purchased.

20.4. The overflowing of the waste bin in the Allotments has been dealt with.

#### 21. Correspondence

21.1. The joint preparation (with LSPC) of a Neighbourhood Plan was discussed. It was unanimously agreed not to proceed with this.

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- 21.2. It was agreed to liaise with LSPC regarding a seminar on sustainable heating and reducing the Villages' carbon footprint. Clerk to arrange with Cllr Ivey.
- 21.3. The safety of Hodge Lane in relation to use by bicycles and quad bikes etc was discussed. It was agreed that Cllr Byfield explore suitable gateways/bollards etc and report back.

## 22. Financial Matters

- 22.1. Cheques drawn/BACS payments: £600 Clerk Salary; £152.48 HMRC; £40 printing; £165.30 JRB; YLCA £138; Wildflower Planting £244.99; Planters £230.99; Mole Contract £70; Clock Winding £75; Water d/d £18.98; Printing £35;
- 22.2. Monies paid in:  
£170 Co-op Funeral Care; £110 Co-op Funeral Care; £3,956.97 Precept
- 22.3. Resolved that KSPC is exempt from external audit for the year 2020/21 as its Annual Turnover does not exceed £25,000.
- 22.4. Resolved that Annual Internal Audit Report for 2020/21 included at p4 of the AGAR 2020/21 be noted.
- 22.5. Resolved that KSPC approve Section 1 Annual Governance Statement for 2020/21 for Kirk Smeaton Parish Council on page 5 of the AGAR 2020/21
- 22.6. Resolved that KSPC approve Section 2 – Accounting Statement for 2020/21 for Kirk Smeaton Parish Council on page 6 of the AGAR 2020/21.
- 22.7. Resolved that in accordance with the Accounts and audit Regulations 2015, the Local Audit (Smaller Authorities Regulations 2015, SI 2020/04. The Accounts and Audit (Coronavirus Amendment) Regulations 2020 and the Transparency code for Smaller Authorities, Kirk Smeaton Parish Council will publish the following documents on a public website:
- 22.7..1. Certificate of Exemption
  - 22.7..2. Annual Internal Audit Report
  - 22.7..3. Section 1 – Annual Governance Statement 2020/21
  - 22.7..4. Section 2 – Accounting Statement 2020/21
  - 22.7..5. Analysis of Variances
  - 22.7..6. Bank Reconciliation to 31 March 2021

Signed..... Tricia Storey (Chair)

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22.7..7. Notice of the period for the exercise of Public Rights and other information required by Regulation 15 (2) Accounts and Audit Regulations 2015.

22.8. Radar gun purchase – this matter was cancelled

22.9. Clerk's expenses – It was agreed that the Clerk's expenses would be discussed by the Chair and Councillors.

22.10. Cllr Byfield's queried the AGAR overspend. The Chair clarified that the costs undertaken were of a non-recurring nature.

### 23. Planning Matters

23.1. 2020/0628/HPA – Update on the appeal to the Secretary of State for the erection of green timber carport at Millstones, Wentedge Road

23.2. Update on the Planning appeal to the Secretary of State against refusal of householder application. Ms Diane Willoughby, Hazelnut Cottage Middlefield Lane, KS;

23.3. 2021/0371/TCA, Rivermead, Water Lane, KS, - Application to pollard 3 Willow Trees.

23.4. 2017/0745/HPA Proposed first floor side extension with ground level car port below supported by steel beams clad in brickwork approved on 20 December 2017 – **REFUSED**

23.5. 2020/1120/HPA - Erection of a ground floor rear extension, render all walls of the bungalow and to a slip wall in brick around whole house perimeter at 24 Springfield Crescent, Kirk Smeaton **Permitted**

23.6. Wentedge Quarry Application was discussed. The proposed date for the Planning hearing of 18<sup>th</sup> May 2021 has not been confirmed. A new objection leaflet has been circulated to all residents in both villages, Womersley and parts of Darrington and at Leys Lane Car Park. An on-line petition has been signed by over 1000 people. Chair to ask Stephen Loach the correct procedure for forwarding the petition to the Committee.

24. **Any Other Business for information** – Google Meet would be trialled for short (other) meetings

25. **Date of next Meeting: 14 July 2021 at 6pm**

Signed..... Tricia Storey (Chair)

14 July 2021