

## **MINUTES OF A MEETING OF NORMANTON TOWN COUNCIL**

**Held on Tuesday 9<sup>th</sup> February 2021 at 6.30pm**

In accordance with the Local Authority and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting was conducted remotely, via the Zoom video conferencing platform.

**Present:**

- Councillor Mrs C. Appleyard
- Councillor D. Appleyard – Deputy Mayor
- Councillor R. Best
- Councillor Mrs E. Blezard
- Councillor J. Botterill
- Councillor A. Bones
- Councillor G. Cheesbrough
- Councillor S. Hudson
- Councillor Mrs F. Marchant
- Councillor P. Marchant
- Councillor L. Masterman
- Councillor B. Mayne
- Councillor Mrs P. Mayne
- Councillor J. Medford
- Councillor Mrs A. Moran
- Councillor R. Seal
- Councillor D. South
- Councillor K. Wilson, JP
- Councillor Mrs A. Wood
- Councillor W. Wood

**Member of the public:** There was one member of the public present.

**Absent:** Councillor J. Farrar – Mayor, Councillor Mrs H.W. Jones.

### **104. Mayors Announcements**

In the absence of the Mayor, the Deputy Mayor, Councillor D. Appleyard chaired the meeting.

The Deputy Mayor asked the Mayors Chaplain, Reverend Alan Murray to lead the Council in prayers.

**105. Apologies for Absence**

RESOLVED that apologies be received, and reasons approved on behalf of Councillor J. Farrar and Councillor Mrs H.W. Jones.

**106. Declarations of Interest**

Councillor Mrs E. Blezard declared a non-pecuniary interest in items relating to planning, including the Community Right to Regenerate Consultation, Planning Applications and the consultation from Clarke Telecom due to her membership of the WMDC Planning Committee.

Councillor W. Wood declared a non-pecuniary interest in the planning lists due to a family member submitting an application.

**107. Members of the Public**

Concerns were raised about the lack of road gully cleaning following the recent floods around Normanton and Altofts.

It was agreed that representations would be sent to WMDC.

Thanks were recorded to the District and Town Councillors, Fire Service, Members of the Public and WMDC Contact Centre staff who provided support over the weekend.

Concern was also raised about litter and potential needles on land between Betfred and The Junction Inn on Market Street.

This had been reported to WMDC and the land was identified as being in private ownership.

District Councillor Mrs E. Blezard would look into this matter in more detail.

**108. Guest Speaker – Matthew Foster, Health and Wellbeing Activator**

The Deputy Mayor welcomed Matt Foster who was the new Health and Wellbeing Activator for the Normanton area.

Matt explained that he has taken on a new role within the Coalfields Regeneration Trust under the Communities Active Project.

He was appointed during the November Lockdown and had therefore tried to create a presence and networking opportunities through Facebook.

He would like to interact with the community by providing support for exercise, mental health, and social groups.

Matt explained that he was happy to talk to groups to assist with their development.

Because the post was funded through the Primary Care Network, they had been volunteering at the vaccination centre in Castleford.

The team covered Knottingley and Airedale and had Matt who has a Sports background and Phillipa who was a nutritionist.

It was reported that they were liaising with the Children's First Hub and The Well Project as a starting point in the community.

The Deputy Mayor thanked Matt for his interesting presentation.

**109. Minutes – Council**

RESOLVED that the minutes of a meeting of Normanton Town Council held on Tuesday 8<sup>th</sup> December 2020 (Minute Numbers 82 – 103; Pages 46 – 54) be received and the contents contained therein be approved.

(Proposed by Councillor Mrs P. Mayne / Seconded by Councillor Mrs E. Blezard)

**110. Minutes – Property Management Committee**

RESOLVED that the minutes of a meeting of the Property Management Committee held on Thursday 17<sup>th</sup> December 2020 (Minutes Numbers 7 - 14; Pages 4 - 5) be received.

(Proposed by Councillor B. Mayne / Seconded by Councillor Mrs E. Blezard)

**111. Minutes – Allotments Committee**

RESOLVED that the minutes of a meeting of the Allotments Committee held on Wednesday 13<sup>th</sup> January 2021 (Minutes Numbers 12 - 29; Pages 5 - 8) be received.

(Proposed by Councillor Mrs P. Mayne / Seconded by Councillor B. Mayne)

**112. Minutes – Finance Committee**

RESOLVED that the minutes of a meeting of the Finance Committee held on Wednesday 27<sup>th</sup> January 2021 (Minutes Numbers 11 - 25; Pages 4 - 8) be received.

(Proposed by Councillor B. Mayne / Seconded by Councillor K. Wilson, JP)

**113. Budget 2021/22**

Members considered a report on the budget which had been recommended for approval by the Finance Committee.

This was made up of income of £15,170.00 and expenditure of £336,106.00.

RESOLVED that the budget for the 2021/22 financial year be approved.

**114. Precept 2021/22**

RESOLVED that the Precept for the 2021/22 financial year be approved in the sum of £296,560.00.

**115. Risk Management Policy**

RESOLVED that the Risk Management Policy be reviewed and approved.

**116. Queen's Jubilee Obelisk Repairs 2019**

RESOLVED that contact be made with the contractor and an offer made for a partial payment of the disputed invoice.

**117. Committee Structure**

RESOLVED that the revised Committee Structure for 2021 as set out in the report be approved.

**118. Appointments to Committees**

RESOLVED that the appointments to Committees for 2021 as set out in the report be approved.

**119. Appointments to Outside Bodies**

RESOLVED that the appointments to Outside Bodies for 2021 as set out in the report be approved.

**120. Right to Regenerate**

It was suggested that the fine detail of this consultation should be considered by a small working group and a report provided back to Council.

RESOLVED that a working group be established to consider this consultation in detail and would include the following Councillors:

Councillor J. Botterill, Councillor A. Bones, Councillor J. Medford, Councillor D. South and Councillor W. Wood.

It was further suggested that Councillor J. Farrar may also wish to be included.

**121. Remote Meetings Survey**

RESOLVED that the Town Clerk be asked to submit a response in support of the power to hold remote and hybrid meetings.

**122. Correspondence**

- i) WMDC – Climate Change Focus Group

RESOLVED that Councillor B. Mayne be nominated to attend with substitutes of Councillor D. South and Councillor W. Wood if required.

**123. External Organisations**

No Reports were available.

**124. Outside Bodies**

Freeston Foundation – Councillor K. Wilson, JP provided members with an update on the complex legal matters affecting the potential sale and development of the land.

**125. Invoices for Payment**

RESOLVED that the list of invoices for payment in February totalling £3,339.58 and supplementary invoices totalling £246.24 be approved for payment.

Altofts Community Sports Club	Small Grant	£500.00
JP Baker (TriStar21 Dance)	Small Grant	£500.00
Newland Lane	Repairs & Maintenance	£50.00
Normanton Advertiser	Adverts	£33.60
RCW	WT Security Panels	£714.00
Richmond Fellowship	Small Grant	£499.98
The Well Project (FB)	Small Grant	£500.00
The Well Project (YC)	Small Grant	£500.00
IT Spectrum	Printer Charges	£42.00
Chubb	Fire Alarm Service	£240.66
IT Spectrum	Printing	£5.58

**126. Payments made under Clerks Authority**

RESOLVED that payments made under Clerks Delegated Authority totalling £19,118.90 during December 2020 and January 2021 be approved.

Chubb	Fire Service – WCC	£137.53
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D3 Office	Stationery / Cleaning	£162.50
IT Spectrum	Printing Charges	£52.16
IT Spectrum	Printing Charges	£4.78
IT Spectrum	Printing Charges	£74.80
National Allotment Society	Membership Fee	£66.00
RCW Building Solutions	Tap Repair – WT	£150.00
Shredall	Shredding	£52.42
WMDC	Lottery Licence – MCF	£20.00
YIAS	Internal Audit	£300.00
HMRC	PAYE/NIC – November	£1,975.24
WYPF	Pension – November	£1,298.67
Employees	Wages – December	£5,916.44
WYPF	Pension – December	£1,298.67
HMRC	PAYE/NIC – December	£1,693.25
Employees	Wages – January	£5,916.44

#### 127. Payments made by Card

RESOLVED that the list of payments made by Card in December 2020 and January 2021 totalling £3,151.40 be approved.

National Chrysanth Society	Membership	£20.00
SLCC	Membership	£374.00
Zoom	Membership	£14.39
Amazon	Office Equipment	£76.97
Amazon	Office Equipment	£76.97
Amazon	Office Equipment	£3.97
Amazon	Stationery	£2.99
Discount Displays	Display Boards	£2,155.20
Gear4Music	Event Lights/Sound	£426.91

#### 128. Planning

Members considered and noted the following validated planning applications which were circulated upon receipt and again with the agenda.

20/02606/FUL	341 Wakefield Road Normanton WF6 1DX	Proposed 1 & 1/2 Storey Extension to Side, Conversion of Existing Garage & External Alterations
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20/02511/FUL	7 Freeston Drive Normanton WF6 2DY	Single storey side extension
20/02570/FUL	New Stables Boundary Lane Normanton	Retrospective application for single storey building used as storage facilities on an existing private gypsy site
20/02652/FUL	41 Woodhouse Crescent Normanton WF6 1DG	Single storey extension to side and rear
20/02651/FUL	Beckbridge Industrial Estate Ripley Drive Normanton	Construction of 466sqm industrial unit to be used for General Industry, Light Industry, Research and Development and/or Storage and Distribution (use classes E(g)(ii) E(g)(iii) B2 and B8) including associated access, parking and works.
20/02598/FUL	20 Freeston Drive Normanton WF6 2DY	Double storey side extension and single storey side extension to link with existing garage and front bay window, removal of existing door canopy, new front entrance door and removal of existing conservatory.
20/02712/FUL	6 Rose Farm Meadows Normanton WF6 2HY	Single storey brick-built extension with a flat roof to the rear elevation and conversion of the integral garage to a habitable room.
20/02294/FUL	27A High Street Normanton WF6 2AD	Dormer window extension to front elevation.
21/00013/CPL	33 High Green Road Normanton WF6 2LF	Single storey rear extension
21/00001/FUL	2 Ambler Court Church Lane Normanton WF6 1AZ	Single Storey Side Extension to Existing Detached Bungalow

21/00097/FUL	25 Royal Birkdale Way Normanton WF6 1WH	Demolition of existing conservatory and single storey extension to rear
21/00204/FUL	Martin Frobisher Drive (Land East Of) Normanton	Residential Development for Twelve Dwellings including associated access, landscaping and works
21/00166/FUL	10 Aspen Avenue Normanton WF6 2FG	Attached Garage to side

RESOLVED that the validated planning applications be noted and that an objection be lodged ad follows:

- i) 21/00204FUL Martin Frobisher Drive (Land East Of), Altofts

Residential development for twelve dwellings including associated access, landscaping and works.

Members of the Town Council are very concerned about the potential over-development of the village of Altofts and in particular the impact on traffic on these small village roads.

There are serious concerns about how construction traffic would access the site and once occupied, the increased residential traffic would have a negative impact on the area.

Members are also concerned that the approval of this application would open up adjacent land for development which may completely change the character of the village.

Members noted the following planning decisions which had been circulated:



20/00855/FUL	Roots Nursery Birkwood Road Normanton WF6 2JE	Change of use from Garden Centre to Caravan Storage Yard and construction of one dwelling including removal and demolition of existing buildings and associated paraphernalia	<b>Application Approved</b>
20/01448/FUL	54 Foxholes Lane Normanton WF6 2PD	Two storey extension to front	<b>Application Withdrawn</b>
20/01704/TPO	5 Lodge Farm Gardens Altofts Normanton WF6 2NP	Sycamore (T1) - 10% crown thin of the outer extremities of the crown, secondary laterals only. minor draw back from property, all cuts will be back to suitable growth points.	<b>Application Approved</b>
20/01647/FUL	6 Parker Avenue Normanton Wakefield WF6 2NS	Part two storey part single storey extension to side and rear and extended dropped kerb to front	<b>Application Approved</b>
20/02302/FUL	31 Buckthorne Road Normanton WF6 2FH	Single storey rear extension	<b>Application Approved</b>
20/01886/FUL	11 Churchfield Croft Normanton WF6 2QD	Single storey rear extension	<b>Application Approved</b>
20/01596/FUL	14 Bannockburn Way Altofts Normanton WF6 2SQ	First floor extension to side above existing garage/store	<b>Application Approved</b>

20/02014/FUL	1 Fulford Close Normanton WF6 1JB	Single storey rear extension	<b>Application Approved</b>
20/02310/FUL	10 Fairway Normanton WF6 1SF	Two storey side extension	<b>Application Approved</b>
20/02254/FUL	22 Newlaithes Crescent Normanton WF6 1SX	Proposed rear single storey extension	<b>Application Approved</b>
20/02331/FUL	33 High Green Road Normanton WF6 2LF	Single storey L shaped extension with a mono-pitched hipped roof	<b>Application Withdrawn</b>
20/02068/FUL	61 Altofts Lodge Drive Normanton WF6 2LB	Detached garage	<b>Application Approved</b>
20/00703/FUL	Welbeck Landfill Site Boundary Lane Normanton WF6 2JA	Temporary Use of Existing Engineered Pad as a Soil Treatment Facility to Produce Landfill Restoration Soils	<b>Application Approved</b>
20/02652/FUL	41 Woodhouse Crescent Normanton WF6 1DG	Single storey extension to side and rear	<b>Application Approved</b>
20/02489/FUL	Asda Stores Limited 3 Foxbridge Way Normanton WF6 1TN	Application for physical works to the existing site access arrangements	<b>Application Approved</b>

**129. Clarke Telecom – Alterations to Telephone Mast at Lock Lane, Altofts**

The application was noted, and no concerns raised.

In the absence of any further business, the Deputy Mayor thanked everyone for their attendance and closed the meeting.