

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

**Held on Tuesday 10<sup>th</sup> November 2020 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 A. Bones  
Councillor J. Botterill  
Councillor G. Cheesbrough  
Councillor J. Farrar – Mayor  
Councillor S. Hudson  
Councillor Mrs F. Marchant  
Councillor P. Marchant  
Councillor Mrs 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

Reverend Alan Murray – Mayors Chaplain

**Absent:** Councillor Mrs E. Blezard, Councillor Mrs H.W. Jones

### **62. Mayors Welcome and Announcements**

The Mayor welcomed everyone to the meeting and asked the Mayors Chaplain to lead the Council in prayer.

The Mayors announcements were noted.

**63. Apologies for Absence**

Apologies were received on behalf of Councillor Mrs E. Blezard and Councillor Mrs H.W. Jones.

**64. Declarations of Interest**

Councillors were reminded of the requirement to declare any interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests.

There were no declarations made.

**65. Members of the Public**

There were no members of the public present.

**66. Minutes – Council**

RESOLVED that the minutes of a meeting of Normanton Town Council held on Tuesday 13<sup>th</sup> October 2020 (Minute Numbers 40 – 61; Pages 29 – 37) be received and the contents contained therein be approved.

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

**67. Minutes – Property Management Committee**

RESOLVED that the minutes of a meeting of the Property Management Committee held on Wednesday 14<sup>th</sup> October 2020 (Minutes Numbers 1 - 6; Pages 1 - 3) be received and the contents contained therein be approved.

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

**68. Minutes – Finance Committee**

RESOLVED that the minutes of a meeting of the Finance Committee held on Friday 30<sup>th</sup> October 2020 (Minutes Numbers 1 - 10; Pages 1 - 3) be received and the contents contained therein be approved.

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

**69. Code of Conduct Consultation**

Members were provided with a copy of a briefing from NALC in which member Councils were urged to respond to the consultation.

RESOLVED that the report be received and that:

- i) a small working party be put together to consider the consultation in more detail;
- ii) the working party be delegated authority to respond on behalf of the Council due to the closing date being before the next meeting;
- iii) that the following members be appointed to the working party:

Councillor J Botterill,  
Councillor J Farrar,  
Councillor Mrs L Masterman,  
Councillor P Mayne, and  
Councillor J Medford.

**70. National Lockdown**

The Town Clerk provided a written report on the effects of the second national lockdown on the Council's services which includes the closure of the Woodhouse Community Centre.

The report referred to the latest government guidance on 'working from home if you can' and the latest NALC and SLCC guidance on meetings being held remotely, rather than face to face.

This report was noted.

**71. Local Government Transparency Code**

The Town Clerk provided members with a copy of the documents currently published on the website in accordance with the Local Government Transparency Code.

This document was noted.

**72. Record Management Policy**

RESOLVED that the Record Management Policy be reviewed and accepted.

**73. Rules for Public Session**

This item was not considered and will be brought back to the next meeting.

**74. Delegated Decision Making**

RESOLVED that the report on delegated decision making be received and approved.

DATE	COMMITTEE	ITEM	COST	CONSULTED
23.10.20	Finance	Donation to Vicki's Cups and Cakes – Lunches during half term	£100.00	PM/EB
02.11.20	Property	Closure of Woodhouse Community Centre from 05.11.20		BM/EB

**75. Correspondence**

There was no correspondence to report.

**76. External Organisations**

There were no reports from external organisations.

**77. Outside Bodies**

Councillor K. Wilson, JP, provided a verbal report on the Freeston Foundation and the sale of the Pingle Field.

It was reported that a small meeting was held with the developer who is purchasing the land and an agreement has been reached on a share of the 'spoils' between the Freeston Foundation and the other party.

There may be some slight delays following the death of the co-owner of the other site, but the solicitors were dealing with it.

**78. Invoices for Payment**

RESOLVED that the list of accounts for payment totalling £2,010.84 and two supplementary invoices totalling £45.17 be approved for payment.

Normanton Advertiser	Newsletters	£75.00
Royal Mail	Newsletter Delivery	£464.84
WDH	Rent of Land	£1.00
WMDC	Skip Hire	£120.00
The Well Youth Club	Small Grant	£250.00
School Uniform Exchange	Small Grant	£300.00
Catholic Care	Small Grant	£300.00
The Brigg (ASCF)	Small Grant	£500.00

IT Spectrum	Photocopier Charges	£3.17
IT Spectrum	Photocopier Charges	£42.00

**79. Payments under Clerks Authority**

RESOLVED that the list of payments made under Clerks Authority totalling £9,859.33 be approved.

Employees	Wages – October	£6,140.84
WYPF	Pension – October	£1,298.67
Vicki's Cups and Cakes	Donation	£100.00
HMRC	PAYE/NIC – September	£2,319.82

**80. Payments made by Card**

RESOLVED that the list of payment made by card totalling £347.61 be approved.

Amazon	Printer Cable	£10.28
The Works	Christmas Books	£300.00
Amazon	Microphone	£22.94
Zoom	Subscription	£14.39

**81. Planning**

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

20/02068/FUL	61 Altofts Lodge Drive Normanton WF6 2LB	Detached garage to replace existing	No objections
20/02105/FUL	7 Langdale Avenue Normanton WF6 2SB	New bay window to the front and a rear bedroom extension	No objections
19/02434/NMC	Holly Cottage 1 Church Road Normanton WF6 2NN	Nonmaterial amendment to approved householder application 19/02434/FUL to	No objections

		replace door and window	
20/02014/FUL	1 Fulford Close Normanton WF6 1JB	Single storey rear extension	No objections
20/01977/FUL	4 Astoria Court Tom Dando Close Normanton WF6 1TP	Change of use of an existing industrial premises to allow a small scale bulking up and transfer of sanitary and clinical waste	No objections
17/01285/REM	46 Pearson Street (Land Opposite) Normanton WF6 2QT	Application for approval of reserved matters following grant of outline planning permission for proposed residential development of 2.no properties	No objections
20/02160/FUL	Land Off Greenfield Road Normanton Wakefield WF6 2FA	Residential development for 1 no. dwelling and associated works	No objections
20/02254/FUL	22 Newlaithes Crescent Normanton WF6 1SX	Proposed rear single storey extension	No objections
20/02310/FUL	10 Fairway Normanton WF6 1SF	Two storey side extension	No objections

20/02302/FUL	31 Buckthorne Road Normanton WF6 2FH	Single Storey Rear Extension	No objections
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RESOLVED that the validated applications listed above be noted.

Members considered the following planning decisions that had also been circulated.

20/01578/FUL	50 The Crescent Normanton WF6 2QE	Single storey rear extension	Approved
20/01469/FUL	15 Royal Birkdale Way Normanton WF6 1WH	Alterations to existing conservatory to front	Approved
20/00744/OUT	24 Snydale Road Normanton WF6 1NY	Outline planning permission for a detached dwelling including access	Refused
18/02592/OUT	Land Off Mill Lane Normanton WF6 1RD	Outline application (including means of access) for up to 232 dwellings	Approved
19/02660/FUL	201 Wakefield Road Normanton WF6 1BP	Demolition of outbuilding and erection of 2no. Three bedroom semi-detached two storey dwellings and associated works	Approved

19/02434/NMC	Holly Cottage 1 Church Road Normanton WF6 2NN	Nonmaterial amendment to approved householder application 19/02434/FUL to replace door and window	Approved
20/02055/CPL	31 Langdale Avenue Normanton WF6 2SB	Single storey rear extension	Approved
20/01354/FUL	15 Illingworth Avenue Normanton WF6 2LL	Single storey extension to side	Approved
20/01591/FUL	Kongsberg Automotive Ltd Foxbridge Way Normanton WF6 1TN	Proposed Tower Extruder Structure to existing factory and associated external means of escape	Approved
20/01227/FUL	6-8 High Street Normanton WF6 2AB	Subdivision of existing ground floor retail unit to form 2 units including: Unit 1 - beauty and nail salon and Unit 2 - retail shop, financial and professional services and cafe or restaurant	Approved

RESOLVED that the planning decisions listed above be noted.

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