

NORMANTON TOWN COUNCIL



MINUTES OF A MEETING OF NORMANTON TOWN COUNCIL

Tuesday 8th November 2022 at 6.30pm at Normanton Town Hall

- Present:
- Councillor C Appleyard
 - Councillor D Appleyard
 - Councillor E Blezard
 - Councillor A Bones
 - Councillor G Cheesbrough
 - Councillor S Hudson
 - Councillor M Jennings
 - Councillor H Jones
 - Councillor F Marchant - Mayor
 - Councillor B Mayne
 - Councillor P Mayne
 - Councillor J Medford
 - Councillor T Morgan (from item 79 onwards)
 - Councillor J Pritchard
 - Councillor A Samuels
 - Councillor R Seal
 - Councillor D South
 - Councillor K Wilson, JP
 - Councillor A Wood
 - D Johnston – Town Clerk & RFO
- Mayor's Chaplain – Reverend Alan Murray
- Two members of the public
- Two candidates for co-option
- Absent:
- Councillor P Marchant
 - Councillor W Wood

072. Mayors Announcements

The Mayor welcomed everyone to the Town Hall and made reference to it being our first meeting sat around the table together since before the Covid Pandemic in March 2020.

The Mayors Chaplain led the Council in prayers.

073. Apologies for Absence

Apologies were received on behalf of Councillor P Marchant and Councillor W Wood.

074. Declarations of Interest

There were no declarations of interest.

075. Members of the Public

There were no members of the public present who wished to ask questions.

076. Guest Speaker(s)

WASPI

There were two representatives from Castleford and Yorkshire WASPI (Women Against State Pension Injustice) present who gave a presentation on the work of their campaign and the injustice faced by many 1950s born women.

It was suggested that the WASPI group could use a room at the Town Hall for an event to raise awareness in the New Year.

RESOLVED that the Council passes a motion of support for the Castleford and Yorkshire WASPI campaign and that a letter be sent to the MP requesting further support.

077. Minutes

Meeting of Council

RESOLVED that the minutes of a meeting of Normanton Town Council held on Tuesday 11th October 2022 (Minute Numbers 054-071; Pages 23-31) be received and the contents contained therein be approved.

078. Notes of Working Groups

Consultation Working Group

RESOLVED that the notes of the Consultation Working Group held on Wednesday 2nd November 2022 relating to the Local Plan Consultation 13 and 15 be received.

079. Co-Option – Woodhouse Ward

RESOLVED that Tracy Morgan be co-opted as a Councillor to the Woodhouse Ward.

Upon confirmation of her co-option, Councillor Morgan signed the declaration of acceptance of office.

080. Casual Vacancy – Common Ward

It was reported that there had been no request for an election in respect of the casual vacancy in the Common Ward.

The Council could now fill the vacancy by co-option.

This would be advertised and considered at the December meeting.

081. Civility & Respect Pledge

RESOLVED that the Mayor formally sign the Civility & Respect Pledge following our adoption of the pledge at the October Council meeting.

082. Correspondence

RESOLVED that the following items of correspondence be received:

- i) Email from WMDC regarding the School Street at Altofts Junior School which has been agreed despite objections by the Town Council.

083. Reports from District Councillors

Councillor Medford for the Normanton Ward reported on:
Widespread anti-social behaviour in the area.

Councillor Pritchard for the Altofts Ward reported on:
Daffodil planting at Martin Frobisher School
The approval of the inclusion of the development at Station Road in the Local Plan – Councillor Pritchard indicated that the District Councillors for Altofts would continue to oppose the application and reported that they had liaised with the community group to ensure that they were aware.

084. External Organisations

An update was provided on the Community First Responder Scheme and a recruitment day which was scheduled for 6th December.

It was reported that The Well Project had received a sponsor for their defibrillator and funding for youth activities.

There would be a coffee Morning in aid of The Well Project on 30th November at the Parish Rooms.

The foodbank was experiencing difficult times with donations reducing and demand increasing.

Councillor E Blezard offered to speak to Considerate Constructors to establish connections and try to work on funding and support for the community. Members were happy for Councillor Blezard to make contact on behalf of the Council.

085. Outside Bodies

Freeston Foundation

The Foundation were still working on obtaining planning permission.

086. Warm Spaces

Members considered a suggestion of offering a Warm Space at the Town Hall on a Monday morning.

It was agreed to bring it to the next meeting for further consideration whilst a recruitment drive for volunteers was undertaken.

087. Financial Matters

RESOLVED that the list of invoices due for payment in November 2022 totalling £8,038.33 be approved.

A copy of the list can be found at appendix 1.

RESOLVED that the list of payments made under the Clerks Authority in September and October 2022 totalling £157,972.50 be approved.

A copy of the list can be found at appendix 2.

RESOLVED that the Bank Reconciliation for September 2022 showing a cash balance of £351,027.96 be received.

088. Planning

RESOLVED that the following planning applications be received, and no objections raised.

APP NO	ADDRESS	PROPOSAL
22/02030/LBC	Kings Road Lock House Foxholes Lane Normanton Wakefield WF6 2PE	<u>Alterations to 5no. lock ladders and their recesses.</u> <u>Lock 3 - Alteration of five lock ladders and associated ladder recesses on the towpath and offside of the lock chamber.</u>

22/01760/FUL	12 Whinbeck Avenue Normanton Wakefield WF6 1UD	Single storey extension to side (retrospective)
22/02108/FUL	Marrtree Business Park, Unit 3 And 4 Good Hope Close Normanton Wakefield WF6 1TR	Partial re-roofing of existing commercial unit, for Unit Euro Car Parts Buildings only, raising roof surfaces height by 240mm
22/02141/FUL	59 Garth Avenue Normanton WF6 1DJ	Proposed front and rear dormer
22/02152/FUL	40 Shaw Avenue Normanton WF6 2TT	Single storey rear extension

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

APPENDIX 1

08/11/2022

Normanton Town Council

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Invoices Due for Payment by 8 November 2022

For Creditors

Pay by Electronic Payment

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
Advertiser Office Printers Limited [ADV001]								
31/10/2022	SI 457	585	Paper		31/10/2022	33.00		33.00
Total of Invoices Due (ADV001)						33.00	0.00	33.00
Calli Fleur BD [CAL001]								
01/11/2022	002	582	Leaving Gift		01/11/2022	40.00		40.00
Total of Invoices Due (CAL001)						40.00	0.00	40.00
D3 Office Group Ltd [D3O001]								
28/10/2022	85505	583	Cleaning Supplies		28/10/2022	196.75		196.75
28/10/2022	85507	584	Stationery Storage		28/10/2022	37.80		37.80
Total of Invoices Due (D3O001)						234.55	0.00	234.55
Dance House [DAN001]								
02/11/2022	001	592	Gala Dance and Parade		02/11/2022	150.00		150.00
Total of Invoices Due (DAN001)						150.00	0.00	150.00
Dance Relentless [DAN002]								
28/10/2022	001	594	Gala Dance and Parade		28/10/2022	150.00		150.00
Total of Invoices Due (DAN002)						150.00	0.00	150.00
Diamond Cheerleading [DIA001]								
30/10/2022	001	595	Gala Dance and Parade		30/10/2022	150.00		150.00
Total of Invoices Due (DIA001)						150.00	0.00	150.00
Normanton Fire Station [FIR002]								
28/10/2022	001	596	Gala Parade		28/10/2022	50.00		50.00
Total of Invoices Due (FIR002)						50.00	0.00	50.00
Ian Jefferson Presenting & PA Systems [IAN001]								
28/10/2022	003	579	Presenting and PA		28/10/2022	150.00		150.00
Total of Invoices Due (IAN001)						150.00	0.00	150.00
M. Allen & Sons Ltd [MAL001]								
29/10/2022	108	588	Air Con Fencing		29/10/2022	4,250.00		4,250.00
Total of Invoices Due (MAL001)						4,250.00	0.00	4,250.00
Normanton & District Advertiser [NOR001]								
30/09/2022	37392	572	Adverts		30/09/2022	551.40		551.40

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Invoices Due for Payment by 8 November 2022

For Creditors

Pay by Electronic Payment

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
Total of Invoices Due (NOR001)						551.40	0.00	551.40
Riso Digital Print Solutions [RIS001]								
01/11/2022	22404369	581	Photocopier Charges		01/11/2022	226.88		226.88
Total of Invoices Due (RIS001)						226.88	0.00	226.88
1st Normanton Scouts [SCO002]								
28/10/2022	001	591	Gala Parade		28/10/2022	50.00		50.00
Total of Invoices Due (SCO002)						50.00	0.00	50.00
Trinity Medical Services Ltd [TRI001]								
25/10/2022	2063	586	First Aid		25/10/2022	732.60		732.60
25/10/2022	2062	587	First Aid		25/10/2022	143.10		143.10
Total of Invoices Due (TRI001)						875.70	0.00	875.70
Vibe Fitness [VIB001]								
28/10/2022	001	593	Gala Dance and Parade		28/10/2022	150.00		150.00
Total of Invoices Due (VIB001)						150.00	0.00	150.00
Wakefield and District Housing Limited [WDH001]								
01/11/2022	DGEN00098145	589	Rent of Land		01/11/2022	1.00		1.00
Total of Invoices Due (WDH001)						1.00	0.00	1.00
The Well Project [WEL001]								
28/10/2022	001	590	Gala Parade		28/10/2022	50.00		50.00
Total of Invoices Due (WEL001)						50.00	0.00	50.00
WH Joinery [WHJ001]								
07/11/2022	003	578	Joinery Work		07/11/2022	150.00		150.00
Total of Invoices Due (WHJ001)						150.00	0.00	150.00
Yorkshire Internal Audit Services [YOR002]								
31/10/2022	4180	580	Internal Audit Fees		31/10/2022	315.00		315.00
Total of Invoices Due (YOR002)						315.00	0.00	315.00
The Yorkshire Removal Company Ltd [YOR003]								
17/10/2022	40718	571	Storage Fees		17/10/2022	460.80		460.80
Total of Invoices Due (YOR003)						460.80	0.00	460.80

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Invoices Due for Payment by 8 November 2022

For Creditors

Pay by Electronic Payment

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
Total of Invoices Due (Creditors)						8,038.33	0.00	8,038.33
TOTAL OF INVOICES DUE (ALL LEDGERS)						8,038.33	0.00	8,038.33

APPENDIX 2

Payments made under Clerks Authority September 2022

CARD PAYMENTS				
DATE	PAYEE	AMOUNT	PURPOSE	NOTES
02/09/2022	Petty Cash	£200.00	Cash Book Transfer	Cash Withdrawal
04/09/2022	Amazon EU S.a.r.l. UK Branch	£89.44	Cool Box for Events	Special Projects
05/09/2022	Nigel Waters Hardware Ltd	£25.20	Keys	Allotments
06/09/2022	Barclays Bank UK PLC	£8.50	Bank Charges	Administration
08/09/2022	JBD Distributions Ltd	£39.05	Trugs for Flower Show	Special Projects
08/09/2022	Screfix Direct Ltd	£55.69	Gala Equipment	Special Projects
08/09/2022	Asda Supermarkets Ltd	£24.59	Refreshments	Special Projects
08/09/2022	Tesco	£10.00	Photo Frames	Special Projects
08/09/2022	Timpson Ltd	£30.00	Key Cutting	Woodhouse
09/09/2022	DRIIP Ltd	£24.97	Folding Cart	Administration
09/09/2022	Amazon Services Europe	£63.99	Platform Scale	Special Projects
09/09/2022	Ebay	£20.00	Rosettes	Special Projects
10/09/2022	Costco Wholesale	£74.77	Refreshments for proclamation	Special Projects
13/09/2022	J Pickupskips Ltd	£250.00	Skip Hire	Allotments
15/09/2022	Timpson Ltd	£63.50	Key Cutting	Allotments
21/09/2022	Personalised4uxx	£44.84	Leaving Gift	Mayors Allowance
23/09/2022	Wilko	£36.10	Halloween Decorations	Special Projects
27/09/2022	Asda Supermarkets Ltd	£25.35	Refreshments - Talk & Slide	Special Projects
28/09/2022	Screfix Direct Ltd	£62.98	Gate Locks	Woodhouse
28/09/2022	Screfix Direct Ltd	£28.99	Emergency Light	Town Hall
29/09/2022	Partytime Yorkshire	£650.00	Dinosaurs - Gala	Special Projects
29/09/2022	IKEA	£85.50	Coat Stands / Kitchen equipment	Administration
30/09/2022	Tesco	£39.59	Refreshments	Special Projects
30/09/2022	Asda Supermarkets Ltd	£21.50	Refreshments	Special Projects
		£1,974.55		
PETTY CASH				
01.09.22	Post Office	£2.05	Postage	Admin
20.09.22	Asda	£1.25	Refreshments	Town Hall
		£3.30		

APPENDIX 2

Payments made under Clerks Authority September 2022

INVOICES				
01/09/2022	Ian's Mobile Farm	£890.50	Ian's Farm	Special Projects
01/09/2022	Silk Street Music Ltd	£1,800.00	Band for Gala	Special Projects
01/09/2022	5 Towns Decorating Ltd	£3,055.64	Decorating	Town Hall
01/09/2022	Fuse Fireworks	£4,800.00	Fireworks Display	Special Projects
01/09/2022	The Yorkshire Removal Company	£108.00	Removal Fees	Town Hall
01/09/2022	Pro Logic Computers (UK) Ltd	£2,390.58	IT Cabling	Town Hall
02/09/2022	Multi-Web Services Ltd	£152.94	Website Hosting	Administration
06/09/2022	Octopus Energy Ltd	£147.99	Utility Bill	Woodhouse
08/09/2022	Information Commissioner's Off	£40.00	ICO Registration	Administration
08/09/2022	CORRECTION	-£5.00	ICO DD Reduction	Administration
09/09/2022	DMS Architecture Ltd	£1,211.18	Architects Fees	Town Hall
09/09/2022	Chubb Fire & Security Ltd	£250.78	Fire Alarm Service	Woodhouse
12/09/2022	Cara Rotherforth	£50.00	Gala Performance	Special Projects
12/09/2022	G & S Toilet Hire	£2,676.00	Toilet Hire	Special Projects
14/09/2022	5 Towns Decorating Ltd	£2,659.94	Decorating	Town Hall
14/09/2022	STW Catering	£90.00	Cancelled Catering	Special Projects
14/09/2022	Wakefield Metropolitan Distric	£227.00	Business Rates	Woodhouse
14/09/2022	Wakefield Metropolitan Distric	£1,272.00	Business Rates	Town Hall
15/09/2022	Calli Fleur BD	£300.00	Floral Tributes	Special Projects
15/09/2022	5 Towns Decorating Ltd	£2,065.55	Decorating	Town Hall
15/09/2022	The Yorkshire Removal Company	£192.00	Removals and Storage	Town Hall
16/09/2022	Advertiser Office Printers Lim	£200.00	Printing Show Schedules	Special Projects
16/09/2022	Advertiser Office Printers Lim	£84.00	Show Banner	Special Projects
16/09/2022	Tim Howe Consultancy	£250.00	QS Fees	Town Hall
16/09/2022	Everflow Water	£784.52	Water Bill	Various
17/09/2022	Pitney Bowes Purchase Power	£1,207.81	Postage / Franker Ink	Administration
21/09/2022	Citation Ltd	£283.20	H&S /HR Advice	Administration
21/09/2022	DRD Communications	£57.68	Telephone Bill	Administration
22/09/2022	Pitney Bowes Finance Limited	£107.53	Franker Lease	Administration
23/09/2022	Wakefield Metropolitan Distric	£132.73	Pest Control	Allotments
23/09/2022	Tailor Made Events	£2,595.00	Stage Hire	Special Projects

APPENDIX 2

Payments made under Clerks Authority September 2022

23/09/2022	Friends of Altofts Library	£10.00	Car Boot Refund	Special Projects
23/09/2022	Normanton & District Advertise	£67.20	Gala Advertising	Administration
23/09/2022	Silk Street Music Ltd	£1,300.00	Band for Parade	Special Projects
23/09/2022	WH Joinery	£165.00	Joinery Work	Town Hall
23/09/2022	Cathedral Leasing Ltd	£194.98	Hygiene Services	Woodhouse
26/09/2022	Dhand Construction	£112,404.37	Valuation 8	Town Hall
26/09/2022	The Yorkshire Removal Company	£144.00	Removals and Storage	Town Hall
27/09/2022	Employees	£6,797.41	Employee Wages	Administration
27/09/2022	HMRC	£1,966.06	HMRC - PAYE/NIC	Administration
28/09/2022	Pro Logic Computers (UK) Ltd	£342.06	IT Support	Administration
28/09/2022	NGC Network Services Ltd	£13.19	Telephone Bill	Administration
28/09/2022	NGC Network Services Ltd	£86.04	Telephone Bill	Admin / Woodhouse
30/09/2022	Advertiser Office Printers Lim	£79.20	Stationery	Administration
30/09/2022	Advertiser Office Printers Lim	£70.00	Gala Flyers	Administration
30/09/2022	Wakefield Metropolitan Distric	£150.00	Gala Parade Licence	Special Projects
30/09/2022	D3 Office Group Ltd	£277.26	Cleaning Materials	Town Hall / Woodhouse
30/09/2022	Advertiser Office Printers Lim	£90.00	Printing of Order of Service	Administration
30/09/2022	Unity Trust Bank	£40.65	Bank Charges	Administration
30/09/2022	West Yorkshire Pension Fund	£1,719.66	Pension Contributions	Administration
		£155,994.65		

GRAND TOTAL

£157,972.50