WALTON PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD AT 7PM
ON 6th MAY 2025

Present:

Councillors: J Carlon (Chair), T Earnshaw, B Kaushiva (part), K Nixon, C Pearson, T Saunders & J Sutcliffe

In attendance:

4 members of public

Apologies received from PC C Steel (West Yorkshire Police) & Ward Councillors

1 To elect the Chairman and to receive the elected Chairman's Declaration of Acceptance of Office

Cllr J Carlon was elected as Chairman.

2 To elect the Vice-Chairman

There were no nominations for Vice-chairman

3 To receive apologies for absence and approve reasons for absence – Cllrs S Baker & D Brooke submitted apologies for absence. Cllr B Kaushiva advised late attendance. It was **RESOLVED** to approve the reasons for absence.

4 To approve the minutes of the council meeting held on 1st April 2025

RESOLVED The minutes of the Parish Council meeting held on 1st April 2025, amended to change the word "Ward" to "Wakefield" in minute 179 and to insert the words "newsletters" in minute 187, were **approved** as a correct record.

5 To receive declarations of interest – none.

6 To be advised of matters achieved or arisen since the last meeting not included elsewhere on the agenda

- Cllr Carlon advised that Walton Juniors FC have now appointed a solicitor so the lease of Jubilee Field can be progressed. Cllr Carlon will advise the Council's solicitors accordingly.
- Cllr Carlon advised he had all the necessary paperwork from the contractor for the removal of the fingerpost sign on the Shay Lane/Balk junction, but a contract was required. Cllr Carlon offered to draft a contract and it was **RESOLVED** that this would come to the June meeting for approval.

7 Wakefield MDC Ward 5 Councillor update

In the absence of any Ward Councillors a written report was noted:

- Brook Farm – No update
- Oakenshaw Lane – 30mph got a meeting with council officers 8th May, update after that meeting
- Verge Hardening – along The Grove now happened, looks good and people quite pleased with it
- Resurfacing – Shay Lane, apparently not bad enough but is on the resurfacing programme for 27/28
- Kids Kitchen 16th April, went really well had 43 attendees
- Funday planning going ahead nicely 28th August, lots of interest

It was **RESOLVED** that the Clerk should write to the Ward Councillors seeking an update on the intentions for repairing the wall at the junction of Shay Lane and Common Lane/Greenside.

8 Public Forum

- A member of the public expressed said they had sprayed the weeds on the paving outside the Village Hall. Councillors expressed their gratitude. The member of the public said they would apply further treatment and it was **RESOLVED** to reimburse them for the cost of materials until further notice (however, see minute).

- Representatives of Walton Juniors FC informed Council that their Annual Gala will be held on 28th/29th June and 5th July at the Sports & Social Club so there may be more traffic than usual.

(Cllr Kaushiva arrived at 7:41pm)

- A member of the public asked what is happening with Brook Farm. There was a lengthy explanation and discussion on the topic.

9 The following item was brought forward from the Planning section of the agenda

UPRNS/L/03175/POS – Disposal of Land Shay Lane:
It was **RESOLVED** to object unless:
a) provision is made for a footpath as specified in the Neighbourhood Plan and
b) suitable protection is provided so that the land could not be used for any subsequent development that was inappropriate to the Green Belt (even if that development did not further affect the openness of the Green Belt).

10 SAFE Scheme & Police matters - The SAFE policing report was noted

11 Finance & Governance

The Clerk submitted details for March 2025 of accounts paid totalling £11,447.32 and income received of £524.06. The account balances at the end of March 2025 were: -
Barclays current £14,137.89
Barclays premium £21,754.19
Nationwide savings £83,626.89
Total £119,518.97
Accounts paid and already paid under delegated authority and income received in January 2025 were **APPROVED**. A summary of payments follows at the end of these minutes.

12 To consider the appointment of Parish Council representatives to (6) outside bodies

It was **RESOLVED** to make the following appointments to outside bodies:
- YCLA: Cllr Saunders and Cllr Baker*
- Walton Community Centre: Cllr Carlon
- SAFE Scheme: Cllr Pearson
- Walton Library: Cllr Nixon
- Sandal Charities – Sandal Magna Relief in Need Charity & Harrison's Almshouse Charity: Cllr Carlon
- Waterton's Wall: Cllr Brooke*

*Nominated in their absence, to be confirmed

13 To appoint councillors for membership to (9) Working Parties

It was **RESOLVED** to make the following appointments to Working Parties:
- Planning: Cllr Baker*, Cllr Brooke*, Cllr Carlon (lead), Cllr Earnshaw
- Village Hall & Coronation Cottage: Cllr Carlon, Cllr Earnshaw, Cllr Nixon, Cllr Pearson (lead)
- Coronation Cottage Renovation: Cllr Carlon, Cllr Earnshaw, Cllr Nixon, Cllr Sutcliffe
- Park & Jubilee Field: Cllr Kaushiva (lead), Cllr Nixon, Cllr Pearson, Cllr Sutcliffe
- Parish environment: Cllr Brooke*, Cllr Carlon, Cllr Earnshaw, Cllr Kaushiva, Cllr Saunders (lead)
- Floral displays: Cllr Earnshaw, Cllr Nixon(lead), Cllr Sutcliffe
- Communications Cllr Brooke*, Cllr Nixon (lead), Cllr Saunders, supported by the Clerk
- Tennis club refurbishment: Cllr Baker*, Cllr Carlon, Cllr Kaushiva, Cllr Nixon, Cllr Saunders (lead), Cllr Sutcliffe
- Finance (Cllr Baker* (lead), Cllr Saunders, supported by the Clerk)

*Nominated in their absence, to be confirmed

14 To appoint a Staffing Committee and an Appeals Panel (3 members each)

It was **RESOLVED** to make the following appointments to Committees:
- Staffing committee: Cllr Brooke*, Cllr Kaushiva, Cllr Sutcliffe (chair)

- Appeals committee: Cllr Baker, Cllr Earnshaw (chair), Cllr Saunders

*Nominated in their absence, to be confirmed

15 Planning Working Party

25/00580/TPO – Removal of overhanging branch – 6 Langdale Mount, Walton
No comment

16 25/00617/FUL - External free-standing Canopy – Walton Hall, The Balk, Walton & 25/00618/LBC - External free-standing Canopy – Walton Hall, The Balk, Walton

It was **RESOLVED** to ask that any permission granted should be temporary for a period of 3 years to allow provision of a more permanent structure more in keeping with its surroundings.

17 24/02172/FUL - Two storey extension to side Plot 3, Former Walton Golf Centre, Common Lane & 24/02173/FUL - Two storey extension to side (retrospective) Plot 1, Former Walton Golf Centre, Common Lane

It was **RESOLVED** to object to these applications because of the increased cumulative mass of the development within Green Belt plus inaccuracies in the submitted documents.

18 To Receive Working Party Updates and Correspondence Received

19 Village Hall & Coronation Cottage

Progress on renovation of Coronation Cottage including quotes received to date

The quotes received so far for refurbishment of Coronation Cottage were noted.

It was **RESOLVED** to reimburse Cllr Nixon £120 for removal of furniture and carpets from Coronation Cottage and a further £30 for electricity payments at Coronation Cottage, plus Cllr Carlon £20 for electricity payments at Coronation Cottage.

It was **RESOLVED** that the budget available to the Working Party for Coronation Cottage refurbishment be increased to £30k.

It was **RESOLVED** that the Working Party be empowered to engage a single contractor to deliver all or multiple parts of the refurbishment if that was more expedient than engaging individual trades.

20 Update on Council Tax liability discussion

Cllr Carlon undertook to look for the paperwork that evidenced the Council's ownership of Coronation Cottage. Meanwhile it was **RESOLVED** that the Clerk should go back to YLCA explaining that it might take time to locate the relevant documentation (without the cost of undertaking a land-registry search) and to ask if the advice could be sought from NALC nevertheless.

21 Maintenance in the absence of a Grounds Keeper

It was **RESOLVED** to engage Seth Davies to weed outside the Village Hall and around the War Memorial for £70 and to cut the lawns at Coronation Cottage and the Pavilion, plus tidy the flower beds at Coronation Cottage and the Park Millenium Entrance as required for £80.

22 Park & Jubilee Field

Progress On Tree Felling & Trimming

It was noted that the TPO application for tree work in the park has been GRANTED and part REFUSED. It was **RESOLVED** that this item be brought to the June meeting to consider the next steps.

Basketball/Netball – Locks and Nets update

It was **RESOLVED** that the Clerk should write to Light Main asking for the padlocks to be replaced with a spigot that would secure, but not lock, the revolving post in place. Also, to inform Light Main that the netball hoop nets had now disappeared completely and we are looking forward to news on the intended more durable replacement.

It was **RESOLVED** that the Clerk should progress adding the basket/netball posts to the Council's insurance policy.

Roundabout – Maintenance

It was **RESOLVED** that Cllr Earnshaw would determine whether a self-repair of the roundabout in the Park was possible and, if not, to advise the Clerk to ask Kompan to perform a repair.

23 Floral Displays

It was **RESOLVED** that if there were more potential sponsors than lamp-posts available for baskets, potential sponsors would be offered the opportunity to have a plaque displayed on one of the square planters in the village, for the same sponsorship amount as for lamp posts.

24 Tennis Club Refurbishment

Cllr Saunders advised that invitations to tender had been sent out to landscape architects, and several had already expressed an intention to tender. Closing date for tenders is 13th June.

25 Correspondence Received

Dogs Trust

It was **RESOLVED** that the Clerk be advised to ignore requests to display notices from external organisations unless they are specific to the Civil Parish of Walton.

Sports Active

It was **RESOLVED** that the Clerk have Walton Jubilee Field removed from the Sport England Active Places Data Platform until such time as the football pitch is in use.

26 To consider & resolve a price increase for the hire of the pitch

It was **RESOLVED** that the Clerk should write to Walton Juniors FC to remind them that flammable substances such as gas bottles and petrol should not be stored in the pavilion, and to encourage them to ensure lights are not left on when the pavilion is empty.

It was **RESOLVED** that Walton Juniors FC be charged £500 (i.e. no increase) for the rental of the Park football pitches for the 2025/6 season, plus the cost of electricity consumed (excluding standing charges) at the pavilion.

27 To consider the recruitment process for Caretaker/Groundskeeper

It was noted that the solicitor had finished work on the contract of employment for the caretaker and groundskeeper. It was **RESOLVED** that the contract be brought to the June meeting for ratification and a decision on when the recruitment process should commence.

28 To review & update requirements resulting from Martyn's Law

It was noted that the Terrorism (Protection of Premises) Act 2025 (aka Martyn's Law) has received Royal Assent and that this would be applicable to events involving over 200 people, as may be held in the Park from time to time. Council would await further guidance on what actions it would need to take.

The meeting ended at 9.49pm

Payments

Date	Description	Supplier	Net	VAT	Total
12/03/2025	NEWSLETTER	LEAFLETFROG	135.00	0.00	135.00
12/03/2025	Expenses	MULTISAVE	11.67	2.33	14.00
12/03/2025	Expenses	MATRIX IRONMONGERY	41.12	8.22	49.34
12/03/2025	SAFE SCHEME	WEST YORKSHIRE POLICE	1,169.29	0.00	1,169.29
18/03/2025	ELEC - TENNIS CLUB	EDF	42.54	2.13	44.67
20/03/2025	SCRIBE DD	SCRIBE	12.00	2.40	14.40
21/03/2025	ELEC - VILLAGE HALL	EDF	214.70	10.74	225.44
28/03/2025	Salary	Walton Parish Council			
28/03/2025	Expenses	Walton Parish Council	35.90	0.00	35.90

28/03/2025	ROTATING NETBALL/BASKETBALL POSTS FOR WALTON PARK	LIGHTMAIN COMPANY LIMITED	7,135.00	1,427.00	8,562.00
31/03/2025	MOBILE & WIFI	H3G	21.07	4.21	25.28