WARMFIELD – CUM – HEATH PARISH COUNCIL MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY, 15th SEPTEMBER 2025 AT 7.00PM AT THE COMMUNITY CENTRE, KIRKTHORPE

104/09/25. PRESENT

Present:- Cllrs Wilby (Chair), Vasey, Smith, Wood, Dunbavin, Naven. 3 Members of the Public (Police)
Parish Clerk:-Tracy Johnson

105/09/25. APOLOGIES.

Cllr Medford, Sanderson and Wallis.

106/09/25. DECLARATIONS OF INTEREST.

None.

107/09/25. PUBLIC PARTICIPATION.

Three police officers attended the meeting. The Parish Council had invited them to attend the meeting to discuss concerns over speeding through Kirkthorpe and Heath. They said they are happy to bring Smiley Sid and the speed gun and asked what time would be best for this. The Parish Council will get back to them with the best time for this. In the meantime if there are any concerns from residents they need to log this with 101 or complete the online form. Also if any residents have any photo or video evidence this would be very useful. They are also aware of parking concerns on Park Avenue and the speed bumps in Kirkthorpe. They are happy to talk to residents about Fraud and the Clerk will see if there is any interest in residents attending sessions regarding this.

108/09/25. MINUTES OF THE LAST MEETING.

To consider the minutes of the last Parish Council meeting on Monday, 21st July 2025. **IT WAS RESOLVED** that the minutes of the meeting were a true and accurate record and were duly signed by Cllr Wilby. They were proposed by Cllr Vasey and seconded by Cllr Wood.

109/09/25. ONGOING MATTERS.

- a. To receive an update on the Battery Storage Facility. The hearing with the Inspectorate has been set for 25th November. Heath Residents Association are in the process of appointing a Barrister and a Heritage Consultant and fund raising is still ongoing to cover these costs.
- b. To receive an update on the signs for Heath, Kirkthorpe and Warmfield. The Clerk has been liaising with a lady at Wakefield Council regarding funding for these signs.
- c. To receive an update on the traffic calming at Kirkthorpe. This has been dealt with in Public Participation.
- d. To receive an update on the bus service through Kirkthorpe. District Cllr Wilton has been dealing with this. It was resolved that this item would be brought forward to the next meeting.
- e. To receive an update on the signage for the footpath up to the Water Tower at Heath. This signage has been put up in the wrong place. The Clerk has emailed Wakefield Council and asked for this to be moved.
- f. To consider speeding through Heath and traffic calming. This has already been dealt with in public participation.

- g. To receive an update on the hedge on Boundary Lane. Cllr Medford has been dealing with this. It was resolved that this would be brought forward to the next meeting.
- h. To consider the fires and lorries tipping rubble at the top of Kirkthorpe Lane. It was resolved that this would be reported to Wakefield Council.
- i. To consider the activity on Elsicker Lane. A field shelter has been put up on Elsicker Lane. It was resolved that the Clerk would email Wakefield Council regarding this.

110/09/25. COMMUNITY CENTRE

- a. To receive an update on repairs to the Community Centre. The handyman has been replacing the rotten wood on the outside walls and also painted the steps and ramp. The PAT testing is due. It was resolved that the Clerk would get in touch with the electrician and ask him to do the PAT testing. The lock for the gate at the Community Centre has been lost. This was not put back on following a function at the Centre. Wakefield Council have now put a new lock on but nobody has a key for it. It was resolved that the Clerk would get a key for the new lock and that if there were any more instances of lost keys etc that the arrangement with the hirers would need to be reconsidered.
- b. To consider any other bookings for the Community Centre. There is a Halloween Party booked for the children in the Parish. It was resolved that the Community Centre would be booked Free of Charge and the Parish Council would make a £50 donation towards the costs for the party.

111/09/25. KIRKTHORPE PLAYING FIELDS.

- a. To consider weekly inspections and agree any action required in respect of the playing fields. None.
- b. To consider repair of the playing field fence. The fence is still down at the top of the playing field. The Clerk has asked Wakefield Council if this could be repaired. It was resolved that the Clerk would follow this up.

112/09/25. FINANCE

a. To consider the Account Balances & Authorisation of Cheques for September. It was resolved that the amounts below should be paid and that Cllr Vasey and Cllr Smith sign the cheques.

Warmfield cum Heath Parish Council Payments September 2025

Payments to be approved	Payee	Cqno.	Amount	VAT
Clerks Salary	T.Johnson		£621.83	
Clerks Back Pay	T.Johnson		£95.35	
Clerks Expenses	T.Johnson		£59.10	
Cleaning	S.Cowan		£40.00	
Repairs to Community				
Centre	S.Cowan		£224.70	
CCTV Annual Service	Calder Security		£139.20	23.20
SLCC	Clerks' Manual		£52.90	0.90
G Dews	Repairs to CC		£170.00	
Starboard Systems Limited	Scribe Accounts		£328.32	54.72
Electric	EON	DD	£224.80	10.71
Total September			£1,956.20	£89.53

Bank Reconciliation as at 29th August 2025		
Opening Balance Total Receipts Total Payments	£28,911.72 £150.00 £7,385.65	
Closing Balance	£21,676.07	

Account Balances	
Community Account Savings Account	£21,676.07 £14,637.37
Total	£36,313.44

- b. To consider the Parish Council paying for the licence for the Kite Festival. It was resolved that the Parish Council would pay for the licence and the Clerk would let Heath Residents Association know.
- c. To receive an update on the external audit by PKF Littlejohn. The Clerk has had an email from PKF Littlejohn regarding the AGARs on the website. These should be left on the website for 5 years. It was resolved that the Clerk would make sure that these AGARs were put back on the website.

113/09/25. PLANNING MATTERS

New Planning Applications

- X4725/W/25/3 LAND SOUTH OF WAKEFIELD B SUBSTATION AND EAST OF NEIL FOX WAY, WAKEFIELD, WF1 5DB Construction and operation of a temporary battery energy storage system, formation of an access road, SuDS pond, landscape and ecological enhancements and associated works Target Date: 10/11/2025. The Parish Council have already objected to this appeal.
- 25/01373/CPL Low Farm, Warmfield Lane, Warmfield, Wakefield, WF1 5TN Proposed maintenance and improvement (surfacing works) of an existing private way.
- 25/01699/TCA The Kings Arms, Heath, Heath Common, Wakefield, WF1 5SE Fell T1 Conifer Deadline for Comments: 29/09/2025.
- 25/01554/LBC Kirkthorpe Weir, Welbeck Lane, Off Neil Fox Way, Wakefield, WF1 4HZ Works to secure the stability of Kirkthorpe Weir and protect the river bed immediately downstream. (Works include the installation of a sheet pile cut-off at the downstream toe of the weir with a concrete infill and drainage between the piles and the weir. Deadline for Comments: 02/10/2025

Planning Decisions

- 25/01115/FUL Land At Goosehill Lane, Warmfield, Wakefield Side extension to builder's storage building Application Approved. 13/08/2025.
- 22/01608/FUL Land To East Side, Pineapple Hill, Wakefield Road, Warmfield Retrospective change of use of land for the stationing of caravans for residential purposes for 1no. gypsy pitch with 2no. caravans (one used as a day room), trailer and horse box and horse pen along with the formation of hardstanding and associated access, a walled enclosure and boundary walls to the eastern and western boundary of the site. Application Approved. 15/08/2025. It was resolved that the Clerk would email Wakefield Planning Enforcement Team as this is not being used for the purpose on the Planning Application.
- 25/01059/FUL Woodside, Heath, Wakefield, WF1 5SL Single storey extension to side/rear, pitched roof to existing side extension, solar panels to front and fenestration alterations. Application Approved. 27/08/2025.
- 20/00703/S7302 Welbeck Landfill Site, Boundary Lane, Normanton, WF6 2JA-Variation of condition 2 (approved plans) and 3 (timescales) pursuant to approved planning application 20/00703/S7301 which granted planning permission for 'Section 73 application for the variation of condition 2 and the details of the approved plans/documents listed in the planning permission) of approved application 20/00703/FUL dated 21.01.2021 (which granted full planning permission for the temporary use of existing engineered pad as a soil treatment facility to produce landfill restoration soils) to allow for revisions for the importation of soils to the existing soil treatment facility' to update this permission in line with the timescales for restoration for the wider consent at the site (18/00754/S7301 (granted by appeal APP/X4725/W/23/3336117) and to allow an extension of the use of the soil treatment facility. Application Approved. 02/09/2025.

114/09/25. STAFF MATTERS

a. To consider the Clerks Annual Appraisal. Cllr Vasey had carried out the Clerk's Annual Appraisal. They had talked about the Clerk having more regular working hours and putting these on her email so people knew when she would be available. It was resolved that this was a good idea and that the Clerk would set her working hours and put these on her emails. The Clerk had mentioned that her laptop was very slow and was over 10 years old. It was resolved that the Clerk could have a new laptop. The Clerk has nearly completed her ILCA to CILCA qualification and the next step would be to do the CILCA qualification which would make her a fully qualified Clerk. It was resolved that the Clerk would look into the cost of the time needed to complete this qualification and would then be discussed further with the Parish Council to decide whether it would be beneficial to complete this qualification.

b. To consider the Clerks' Annual Pay Rise and back pay for 2025. The Pay Scales for the Clerks' have been increased and backed dated to 1st April 2025. It was resolved that the Clerks' Pay Rise be accepted and back dated to 1st April 2025.

115/09/25, TO CONSIDER MATTERS AS REQUESTED BY THE PARISH COUNCILLORS.

• None.

116/09/25. TO CONSIDER CORRESPONDENCE AND TAKE ACTION WHERE NECESSARY.

To Consider/Note: The correspondence received since last meeting sent by email.

117/09/25, ADDITIONAL MINOR MATTERS/ITEMS FOR THE NEXT AGENDA

- The Christmas Party for the pensioners was discussed. It was resolved that the Clerk would look at dates with the caterer and put this item on the agenda for the next meeting.
- The Clerk has been trying to get in touch with the Solicitors dealing with Mrs Tottenhams' Estate. It was resolved that Cllr Smith would try and get in touch with the gentleman who used to deal with her affairs who has now retired.
- The Harvest Supper is on Monday, 20th October which is the date of the next Parish Council meeting. The Church Warden has asked the Clerk if it would be possible to change the date of the next meeting. It resolved that the next Parish Council meeting would be held on Monday, 13th October and that the Clerk would let the Church Warden know.

118/09/25. DATE/TIME OF NEXT MEETING

It was resolved that the next meeting of the Parish Council would be held on **Monday**, 13th October 2025 at 7pm at the Community Centre.

The meeting closed at 8.30pm.