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

**Held on Tuesday 13th March 2018 at 6.30pm at Normanton Town Hall**

Present: Councillor D. Appleyard

 Councillor Mrs E. Blezard

 Councillor G. Croft

 Councillor Miss J. Farrar

 Councillor J. Hepworth

 Councillor S. Hudson – Mayor

 Councillor F.D. Jones – Deputy Mayor

 Councillor Mrs H.W. Jones

 Councillor Mrs L. Masterman

 Councillor B. Mayne

 Councillor Mrs P. Mayne

 Councillor Mrs A. Moran

 Councillor Mrs C. Moran, BEM

 Councillor E. Moran

 Councillor Mrs M. Vickers

 Councillor A. Wassell

 Councillor K. Wilson, JP

**164. Welcome & Apologies**

The Mayor welcomed everyone to the meeting.

Members apologies for their inability to attend were recorded in the apology book.

**165. Mayors Announcements**

The Mayor reported that he would be attending the following engagements over the coming month:

Mayor

Wednesday 14th March Candlelighters Soiree in Leeds.

Monday 19th March Dr Jackson’s AGM at Kings Croft Hotel.

Thursday 29th March Easter Fair and Competition Judging at Whinn Dale.

Sunday 8th April Goole’s Civic Service at St John’s Parish Church, Goole.

Mayoress

Tuesday 20th March Inner Wheel Club’s International Service Meeting at The Brigg.

Deputy Mayor

Monday 26th March Easter Colouring Competition Prizes at Martin Frobisher Infant School.

Sunday 1st April Beatrice Leake’s 100th Birthday flower delivery at Chestnuts Care Home.

The Mayors Chaplin led the Council in prayers.

**166. Members Declarations of Interest**

Members were reminded of the requirement to make an appropriate declaration at the meeting on any item in which they had an interest in accordance with the code of conduct.

The following declarations were made:

Councillor Mrs E. Blezard

Non-pecuniary Interest – Planning

Member of the WMDC Planning Committee

Councillor J. Hepworth

Non-pecuniary Interest - Planning

Member of the WMDC Planning Committee

Councillor A. Wassell

Non-pecuniary Interest - Planning

Member of the WMDC Planning Committee

**167. Public Bodies (Admission to Meetings) Act 1960**

There were no items of a confidential nature from which the public and press were required to be excluded.

**168. Members of the Public**

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

**169. Long Service Award**

This item was deferred due to Louise Finnegan not being present.

**170. Minutes – Council Meeting**

RESOLVED that the minutes of a meeting of Normanton Town Council held on Tuesday 13th February 2018 (Minute Numbers 141-163; Pages 44-52) were received as a true record and the contents therein be approved.

(Proposed by Councillor Mrs C. Moran, BEM / Seconded by Councillor Mrs P. Mayne)

**171. Minutes – Special Projects Committee**

RESOLVED that the minutes of a meeting of the Special Projects Committee held on Wednesday 14th February 2018 (Minute Numbers 86-99; Pages 43-49) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor Mrs E. Blezard / Seconded by Councillor Mrs H.W. Jones)

**172. Minutes – Town Centre Partnership**

RESOLVED that the minutes of a meeting of the Town Centre Partnership held on Monday 26th February 2018 (Minute Numbers 6-12; Pages 4-10) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor Mrs C. Moran, BEM / Seconded by Councillor Mrs P. Mayne)

**173. Correspondence**

 Two items of correspondence were circulated including:

1. A letter from Royal Mail following an anonymous complaint received before Christmas. The letter was forwarded to Royal Mail and the matter had been investigated and a reply provided.

Members did not feel that it was appropriate for the Town Clerk to deal with this issue and suggested that anonymous letters would no longer be actioned and would simply be noted.

1. An email was received from HS2 clarifying the position regarding the purchase of houses in Yorkshire. It was confirmed that seventeen properties had been purchased in north and west Yorkshire under a voluntary scheme.

RESOLVED that the correspondence be received and that anonymous letters will simply be noted in future and not actioned.

**174. Mayor Elect**

RESOLVED that Councillor F.D. Jones be appointed as Mayor Elect for the 2018/19 municipal year.

**175. Deputy Mayor Elect**

RESOLVED that Councillor Mrs M. Vickers be appointed as Deputy Mayor Elect for the 2018/19 municipal year.

**176. Transport Related Barriers to Employment Education and Training**

Members were asked if they wished to make any comments to the overview and scrutiny committee at Wakefield Council on transport related barriers to education, training and employment.

Members raised a series of comments including:

1. The HS2 college is located in Doncaster but this is not accessible from Normanton;
2. Parking at the train station is not good enough;
3. Our own staff have to rely on taxi services because the buses are unreliable;
4. It is understood that trains to Huddersfield may be extended which will make Huddersfield more accessible for university;
5. The service to Leeds and Sheffield is not good enough and needs a half hourly service;
6. The service from Leeds to Goole is being altered and this will place an additional burden on the trains to Normanton.

RESOLVED that the comments be received and referred to Wakefield Council.

**177. Wakefield District CAB**

A report was circulated on the attendance numbers at the CAB drop in service.

There were 135 clients in the last year at an average cost of £22.22 per person. Around 75% of the clients are dealt with fully at Normanton. The main issues for residents were benefits, debt and relationships.

Members felt that the debt advice service that was previously provided would be a useful service locally and it was requested that a letter be sent to CAB to ask for this to be reinstated.

RESOLVED that the report be received and a letter be sent to CAB regarding the Debt Advice Service.

**178. Reports from External Organisations**

It was reported that the Meet ‘N’ Eats session was cancelled due to heavy snow and the following week the attendance was lower than expected.

RESOLVED that the report be received.

**179. Reports from Town Council Representatives on Outside Bodies**

It was reported that the Freeston Foundation met recently and that the new head teacher had been given a good reception from staff and teachers.

The members were given a tour of the school to see where the Foundation money had been spent. There were some ongoing issues regarding the building at Pingle Field.

Councillor Mrs C. Moran, BEM, thanked Councillor K. Wilson, JP, for mentioning the Freeston Foundation funding at the recent Small Grants presentation. It was reported that the office had already had one enquiry following that event.

**180. Accounts for Payment**

RESOLVED that the list of accounts for payment in the sum of £5,323.63 be approved for payment and the list of card payments totalling £1,030.47 be received.

**181. Planning**

The following planning lists were circulated for consideration:

Validated applications                                    Planning Decisions

13th February 2018                                           16th February 2018

18th February 2018                                           23rd February 2018

27th February 2018                                           3rd March 2018

5th March 2018

The Town Clerk reported that no comments had been received from members prior to the meeting.

Members commented that the dog kennel at Altofts had been declined which was pleasing to note after the Town Council’s objections.

RESOLVED that the planning lists be received and that no objections be raised.

**182. Land Issues – Norwood Street**

A verbal update was provided from the surveyor which confirmed two elements of encroachment at Norwood Street. The final written report was awaited from the Surveyor.

It was suggested that this item be delegated to the Property Management Committee for full consideration and a proposal brought back to Council in due course.

RESOLVED that the Norwood Street encroachment issues be referred to the Property Management Committee with a proposal brought back to Council.

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