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

**Held on Tuesday 10th September 2019 at 6.30pm at Normanton Town Hall**

**Present:** Councillor Mrs C. Appleyard

Councillor D. Appleyard – Deputy Mayor

Councillor R. Best

Councillor Mrs E. Blezard

Councillor J. Botterill

Councillor Miss J. Farrar – Mayor

Councillor S. Hudson

Councillor F.D. Jones

Councillor Mrs F. Marchant

Councillor B. Mayne

Councillor Mrs P. Mayne

Councillor Mrs A. Moran

Councillor Mrs C. Moran, BEM

Councillor R. Seal

Councillor A. Wassell

Councillor K. Wilson, JP

Councillor Mrs A. Wood

Councillor W. Wood

**Guest Speakers:** Ruth Unwin, Joanne Fitzpatrick and Dominic Blaydon from the Wakefield CCG

**Members of the Public:** There were two members of the public in attendance representing Kings Medical Practice.

**Councillors Absent:** Councillor Mrs H.W. Jones, Councillor Mrs L. Masterman, Councillor Ms J. Medford, Councillor D. South

# 53. Mayors Welcome and Announcements

The Mayor welcomed everyone to the meeting.

The Mayor’s Chaplain, Reverend Alan Murray, led the Council in prayers.

RESOLVED that the list of Mayoral engagements be received.

# 54. Apologies for Absence

RESOLVED that the following apologies be recorded and reasons approved:

Councillor Mrs H.W. Jones, Councillor Mrs L. Masterman and Councillor Ms J. Medford.

# 55. Declarations of Interest

Councillor Mrs E. Blezard

Non-pecuniary interest

Planning

# 56. Members of the Public

The members of the public present did not wish to ask any specific questions but asked if they could make comment on the presentation by the Clinical Commissioning Group (CCG).

RESOLVED that Standing orders be suspended for the Item relating to the CCG to enable public participation.

# 57. Wakefield Clinical Commissioning Group

Representatives of the Wakefield CCG outlined their role which was commissioning General Practice and holding contracts for GPs. The CCG have a limited influence, but GPs are subject to national contract standards. They check on standards through assurance visits raising specific issues from the public and Councils.

It was reported that all issues raised by the Town Council would be raised with individual practices.

The CCG representatives went through some of the questions raised and agreed to provide a full written response on each issue after the meeting.

The issues at Kings Medical Practice included difficulties in obtaining appointments. It was reported that there were 8 telephone lines and appointments varied from 64-80 per day from 8.30am.

Appointments are available from 8.00am but people can phone at any time during the day to book an appointment. There would be a retraining programme for staff to ensure that the correct appointment information was being given out to patients. Staff have the ability to release appointments under certain circumstances. There is also the option to sit and wait for the emergency appointment.

Kings Medical Practice staff requested that members and patients bear with them during the transition and improvements would be seen.

Members discussed the policy for repeat prescriptions. It was reported that there wasn’t specific guidance on the procedure, and it was up to the prescribers to ensure that a cost-effective solution was provided. Prescriptions could be ordered in person or online. GPs were reluctant to offer telephone ordering due to errors and incorrect medicines being given out in error. Controlled Drugs should be supplied with a maximum 30-day supply. Members expressed concern about the over prescription of Opioid drugs which can be addictive and have very negative side effects. The Medicines Optimisation Team were in regular contact with GPs to identify where there is over prescription of specific medications so that GPs are fully aware of what is happening in their practice. The CCG was looking at alternative therapies for some patients including talking therapy, exercise and medication reviews.

It was acknowledged that there were significant issues at Queen Street Surgery and that these issues would be raised at the assurance meetings.

Members raised concerns about members of the public not being able to obtain their regular medications which was very concerning for the elderly who are easily confused by tablets being a different colour or in a different box. There was also issues of patients being refused medication and hospital issued drugs not being available in the community.

Members asked about the impact of a no deal Brexit and it was reported that there was a national stockpile of medications that would last around 6 weeks. It was hoped that this would be sufficient to last in the event of a hold up at the borders. The biggest issue will be over ordering and panic ordering by patients in the lead up to Brexit. The Government and DOH are looking at replacement licences and have given assurances that things will be put into place.

The elderly home visits have stopped due to different incentives and resources being available. Patients are instead invited to a review at the practice on a priority basis.

Members asked about prescriptions being given which clash with existing medication. It was reported that the pharmacist should ask what other medications you are on even with over the counter medications.

Concern was raised about Methadone prescriptions – it was reported that these should be signed for and supervised. Methadone prescriptions have decreased.

It was suggested that local issues should be raised with the practice in the first instance and if a resolution cannot be found then the CCG can be contacted.

The representatives of the CCG were thanked for their attendance.

# 58. Minutes – Council

RESOLVED that the minutes of a meeting of Normanton Town Council held on Tuesday 11th June 2019 (Minute Numbers 27-47; Pages 8-12) be received and the contents contained therein be approved.

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

# 59. Minutes – Special Projects Committee

RESOLVED that the minutes of a meeting of the Special Projects Committee held on Wednesday 12th June 2019 (Minute Numbers 1-4; Pages 1-4) be received and the contents contained therein be approved.

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

# 60. Minutes – Allotments Committee

RESOLVED that the minutes of a meeting of the Allotments Committee held on Wednesday 19th June 2019 (Minute Numbers 1-5; Pages 1-2) be received and the contents contained therein be approved.

(Proposed by Councillor Mrs P. Mayne / Seconded by Councillor F.D. Jones)

# 61. Minutes – Special Projects Committee

RESOLVED that the minutes of a meeting of the Special Projects Committee held on Wednesday 10th July 2019 (Minute Numbers 5-10; Pages 5-8) be received and the contents contained therein be approved.

(Proposed by Councillor D. Appleyard / Seconded by Councillor W. Wood)

# 62. Minutes – Property Management Committee

RESOLVED that the minutes of a meeting of the Property Management Committee held on Tuesday 20th August 2019 (Minute Numbers 1-6; Pages 1-2) be received and the contents contained therein be approved.

(Proposed by Councillor B. Mayne / Seconded by Councillor Mrs E. Blezard)

# 63. Minutes – Extra Ordinary Meeting of Council

RESOLVED that the minutes of an Extra Ordinary Meeting of Normanton Town Council held on Tuesday 20th August 2019 (Minute Numbers 48-52; Pages 13-16) be received and the contents contained therein be approved subject to the inclusion of Councillor S. Hudson’s apologies being received and approved.

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

# 64. Minutes – Special Projects Committee

RESOLVED that the minutes of a meeting of the Special Projects Committee held on Friday 26th July 2019 (Minute Numbers 11-12; Pages 9-10) be received and the contents contained therein be approved subject to the inclusion of Mrs F. Marchant in the list of members present.

(Proposed by Councillor Mrs C. Moran / Seconded by Councillor W. Wood)

# 65. Notes of a meeting with RAIDIA

The notes of the meeting were circulated along with recommendations for meetings to be convened with District Councillors, Highways, Yvette Cooper, Police and WDH if a further application is submitted.

RESOLVED that the notes of the meeting be received and approved as a true record and that the proposals contained therein be approved.

# 66. Public Sector Bodies (Websites and Mobile Applications) (No 2) Accessibility Regulations 2018

RESOLVED that the Council acknowledges the additional work required to ensure that the Town Council website meets the new regulations and that funds will be made available where required.

# 67. Land at Heys Buildings

RESOLVED that the option to purchase land at Heys Buildings be referred to the Property Committee or Finance Committee for in depth consideration.

# 68. Committee Lists and Working Groups

RESOLVED that Councillor S. Hudson be removed from the Allotments Committee and added to the Highways, Streetlighting and Environment Committee.

# 69. Review of Polling Districts and Polling Places 2019

RESOLVED that the review be received and a comment submitted relating to residents at Sovereign Gardens who have to walk to the School rather than being able to use the Library.

# 70. Normanton Market

RESOLVED that the concerns of the Police in relation to anti-Social Behaviour at the Market be noted and that we await the outcome of the WMDC survey of market users.

# 71. Risk Management Review

RESOLVED that the Risk Management Document be reviewed and approved.

# 72. Correspondence

1. RESOLVED that a thank you card in respect of a letter of condolence be received.
2. RESOLVED that a letter regarding attendance at Freeston Foundation be received. No Issues of concern to note.
3. RESOLVED that a letter of confirmation of the Smiley Sid Grant be received and that approval be given to proceed with the purchase of the equipment.

# 73. GASPED

RESOLVED that GASPED be authorised to hold an outreach Counselling service in the CAB room commencing in October with no charges for the use of the room.

# 74. External Organisations

There were no matters to report.

# 75. Outside Bodies

1. Freeston Foundation were pleased to report a 40% increase in intake for 2019. Work was ongoing with maintenance issues.
2. Welbeck Liaison Group would be meeting at the Town Hall on 5th December 2019.
3. Yorkshire Local Councils Association raised concern at the lack of attendance from Normanton Town Council. Members agreed that they would try to attend and suggested hosting a future meeting at Normanton Town Hall.

RESOLVED that the items of correspondence be received.

# 76. External Audit 2018/19

RESOLVED that the notice of conclusion of the External Audit be received and approved.

# 77. Accounts for Payment

RESOLVED that the lists of Accounts be approved including:

1. Accounts paid in August £7,353.71
2. Card Payments for July and August £3,188.44
3. Payments made under Clerks Authority £17,851.61
4. Accounts for Payment in September £5,365.32
5. Supplementary Accounts for Payment in September £7,350.00

# 78. Planning

RESOLVED that objections be raised in respect of the following applications:

1. 91/10863/S7301 – Hallcroft Garage – 24-hour operation on the petrol Filling Station

Grounds – Impact on neighbouring residents.

1. 19/01852/FUL – 51 Wakefield Road – Detached Dwelling

Grounds – impact on highway.

1. 19/01879/FUL – Hallcroft Garage – Hand Car Wash

Grounds – Noise impact on neighbouring residents.

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