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

**Held on Tuesday 11th June 2019 at 6.30pm at Normanton Town Hall**

**Present:** Councillor Mrs C. Appleyard

Councillor D. Appleyard – Deputy Mayor

Councillor Mrs E. Blezard

Councillor Miss J. Farrar - Mayor

Councillor S. Hudson

Councillor F.D. Jones

Councillor Mrs H.W. Jones

Councillor Mrs F. Marchant

Councillor Mrs L. Masterman

Councillor B. Mayne

Councillor Mrs P. Mayne

Councillor Ms J. Medford

Councillor Mrs A. Moran

Councillor Mrs C. Moran, BEM

Councillor R. Seal

Councillor D. South

Councillor A. Wassell

Councillor K. Wilson, JP

Councillor W. Wood

**Public:** Three residents present

**Councillors Absent:** Councillor R. Best, Councillor J. Botterill, Councillor A. Wood

# 27. Mayors Welcome and Announcements

The Mayor welcomed everyone to the meeting and asked the Mayors Chaplain to lead the Council in prayer.

The Mayor circulated a list of engagements for the coming month and reported that she would be hosting a Coffee Morning on 16th July.

# 28. Apologies for Absence

Apologies for their inability to attend were submitted on behalf of:

Councillor R. Best, Councillor Miss J. Botterill and Councillor Mrs A. Wood.

Reasons for absence were received and approved on behalf of Councillor Miss J. Botterill and Councillor Mrs A. Wood.

# 29. Declarations of Interest

Resolved that the following declarations be received:

Councillor Mrs E. Blezard

Non-pecuniary interest

Planning

# 30. Members of the public

Members of the public were present to listen to a presentation from Spawforths on land at Pope Street, Altofts.

# 31. Pope Street Development

The Mayor introduced Graham Orr from WDH and Magdalena Ballance of Spawforths who gave a presentation on the proposed development at Pope Street.

* The plan had already been revised following comments raised at the consultation.
* Specific issues included mitigation for noise from the M62 and railway.
* The land contained a sewer which dictated where the public open space could be sited.
* There was an intention to build 161 properties, of which 48 would be affordable and 113 would be on general sale.
* The development would be a mix of 2/3/4 bedroomed properties including terraced and detached.
* Greenspace would be incorporated all the way around the development to allow for walking.
* A greenspace above the sewer would include a children’s play area.
* The development would be surrounded by a 2m bund and 2.2m fence.
* There would be two access points from Pope Street.
* Visitor parking would be provided as well as two parking spaces per dwelling.
* Garages would be used as shields to block sound from back gardens.

Members concerns included:

* Air quality concerns with the development being situated between two industrial sites, the M62 and railway line.
* Lots of building going on at the same time in the vicinity.
* Direction of construction traffic and impact on local schools.
* Weight limit of Railway bridge will mean that traffic has to go through Altofts village.
* Lack of publicity of the consultation event.

RESOLVED that Standing Orders be suspended to enable public participation in the item relating to Pope Street only.

Members of the public raised concerns regarding:

* Lack of advertising of the consultation event.
* Confirmation of the density of the site.
* Lack of social amenities including schools, pubs, shops and doctors.
* Air Quality issues defined by the World Health Organisation recently.
* Volume of traffic through Altofts village which may require traffic control at various points.

It was agreed that the questions raised by the public would be emailed to Spawforths for a response to the Town Council which will be conveyed to the members of the public present.

# 32. Presentation of Long Service Award

The Mayor presented a long service award to Councillor Mrs E. Blezard in recognition of 20 years’ service to the people of Normanton.

# 33. Minutes – Annual Meeting of Council

RESOLVED that the minutes of an Annual Meeting of Normanton Town Council held on Tuesday 14th May 2019 (Minute Numbers 1-26; Pages 1-7) be received and the contents contained therein be approved.

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

# 34. Minutes – Finance Committee

RESOLVED that the minutes of a meeting of the Finance Committee held on Friday 31st May 2019 (Minute Numbers 1-11; Pages 1-4) be received and the contents contained therein be approved.

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

# 35. Annual Governance Statement

The Town Clerk presented each item on the Annual Governance Statement and asked members if they agreed with the statement.

RESOLVED that the Annual Governance Statement be received and that:

1. Section 1 be agreed;
2. Section 2 be agreed;
3. Section 3 be agreed;
4. Section 4 is not agreed due to the AGAR for 2017/18 being put on public display before being approved by Council;
5. Section 5 be agreed;
6. Section 6 be agreed;
7. Section 7 be agreed;
8. Section 8 be agreed; and
9. Section 9 be marked as Not Applicable.

# 36. Accounting Statements

RESOLVED that the Annual Accounting Statements for the 2018/19 financial year be approved and submitted to the external auditor.

# 37. Internal Audit Review

RESOLVED that the effectiveness of Internal Audit be reviewed and agreed.

# 38. Internal Audit Plan and Terms of Reference

RESOLVED that the Internal Audit Plan and Terms of Reference be reviewed and approved.

# 39. Appointment of Internal Auditor

RESOLVED that Yorkshire Internal Audit Services be appointed as Auditors for the 2019/20 financial year.

# 40. Risk Management Review

RESOLVED that the Risk Management document be reviewed and agreed.

# 41. Review of Direct Debits

RESOLVED that the list of Direct Debits be reviewed and approved.

# 42. Correspondence

RESOLVED that the following items of correspondence be received and noted.

1. 1st Altofts Scouts – Letter of thanks following a grant award.
2. Councillor Mrs Audrey Wood – Letter of thanks.
3. Morley Town Council – Letter of thanks from the outgoing Mayor and Mayoress.
4. Report of Internal Auditor following the Year End Audit.

# 43. External Organisations

No reports were received.

# 44. Outside Bodies

No reports were received.

# 45. Accounts for Payment

RESOLVED that the list of accounts for payment totalling £7,399.76, accounts paid under Clerks Authority totalling £8,523.98 and payments by card totalling £479.81 be approved.

# 46. Land at Newland Lane

RESOLVED that Story Contracting, on behalf of Network Rail, be granted permission to use a small section of land outside the Newland Lane Allotment Boundary until the end of August 2019 for Maintenance work, and that Story Contracting will clear the land of weeds and install hardcore.

# 47. Planning

The planning applications received since the last meeting were circulated and no objections received.

RESOLVED that the Planning Lists be noted and no comments be made.

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