# **WEST BRETTON PARISH COUNCIL**

## Minutes of the meeting held at 7.00 pm on

## Monday 14 April 2025

## in West Bretton Village Hall

###### **Present**: In attendance:

###### Cllr J Wriglesworth Mrs S Earnshaw, Clerk

###### Cllr D Spaul Members of the Public: 3 (left at 8.06 pm)

###### Cllr K Shaw D/Cllr Harvey (7.24 pm to 8.06 pm)

**2504/01 Welcome and apologies**As the Chair and Vice Chair had sent apologies, it was proposed by Cllr Wriglesworth, seconded by Cllr Shaw and **resolved** that Cllr Spaul would take the Chair for the meeting.

**2504/02 Non-attendance of Councillors**

Cllr Liley and Cllr Watson had sent apologies and the reasons were accepted. Apologies had been received from D/Cllr Nicholls and these were noted.

**2504/03 Public Admissions to Meetings Act (1960)**.   
There were no items of a confidential nature which required the exclusion of members of the public and press from any item on the agenda which may be of a confidential nature of the business being transacted.

**2504/04 Declarations of Interest**There were no declarations of Pecuniary or Non-Pecuniary Interests from Members in respect to any items on the agenda. Members signed the register.

**2504/05 Ordinary vacancies on the Parish Council**  
Clerk reported currently no interest to date to fill the two vacancies.

**2504/06 To approve** as an accurate record **the minutes of the Parish Council Meeting held on 10 March 2025**It was proposed by Cllr Wriglesworth, seconded by Cllr Shaw and **resolved** that the minutes of the meeting held on 10 March 2025 be agreed as an accurate record.

**2504/07 Question Time**

Residents in attendance raised concerns about increasingly noticeable activities occurring in the areas of Green Lane, Top Lane, Litherop Lane, and along the public footpath leading to the Yorkshire Sculpture Park (YSP).

A resident reported a recent rise in quad bikes entering farmland and causing damage to the fields; farmers have now set up a WhatsApp group to share real-time updates and help each other track the activity.

A second resident asked when the 40mph speed limit on the A637 would be implemented.

**2504/08 Yorkshire Sculpture Park**

No updates available.

**2504/09 Bretton Hall**

No updates available.

**2504/10 District Councillor reports –** to receive reports relating to the ParishD/Cllr Harvey reported:

* attendance at the (New Hall) Solar Farm appeal; this closed on Tuesday 8 April, with the result being available in due course.
* on the many issues in the Rural Ward which could impact on the Parish of West Bretton.
* 8 May – VE day celebration
* how Community grant training can be accessed by local organisations

**2504/11 Police Matters**   
a) the Safe Scheme report for February and March was noted.  
  
b) it was agreed that the work would continue as previous months - Clerk to arrange a meeting for Councillors with PC Firth to discuss the various concerns expressed earlier in the meeting.   
  
Clerk shared the “signage” that was currently being approved by WY Police for installation throughout the Rural Ward.

**2504/12 Highways and other matters**

1. To receive updates on the progress of the traffic campaign, noting recent correspondence from WMDC relating to consultation on proposed speed limits in the Parish and determine any additional actions needed  
     
   The Clerk distributed the response received from WMDC to Cllr Liley’s enquiries and these were discussed.
2. There were no other issues to raise for consideration.

**2504/13 Village Institute** – to receive a report from the Management Committee  
Cllr Spaul reported:

* the Stage area has now been decorated
* the Committee Room is currently being redecorated
* WiFi is in the process of being installed
* the next Quiz night is on 23 May
* the Institute Management Committee AGM is scheduled for 22 April

**2504/14 West Bretton J&I School**Cllr Spaul – nothing to report.

**2504/15 Planning Applications received/approved for the period  
  
a) PLANNING DECISIONS**25/00405/TCA – Keepers Lodge, Innfold Farm, Bretton.   
Crown Life 1 Hornbeam Tree to generate a 1m clearance between the adjacent wall and access gate. Application approved.

**b) VALIDATED PLANNING APPLICATIONS**25/00553/CPL - 16 Maltkiln Drive Bretton Wakefield WF4 4LD  
Extension to existing dwelling house and replacement outbuilding

Validated: Tue 18 Mar 2025

No comments.

**2504/16 Parish Plan**a) It was agreed to defer sharing the draft Parish Plan for review and actions to the next meeting.  
  
b) “Bretton in Bloom”  
It was proposed by Cllr Spaul, seconded by Cllr Shaw, and resolved that the sponsorship cost for hanging baskets would remain at £80.00. The Clerk to contact current sponsors to confirm whether they wish to renew for another year.

Discussion of arrangements for Christmas to be deferred to a future meeting.

**2504/17 Finance**a) It was proposed by Cllr Spaul, seconded by Cllr Wriglesworth, and resolved to receive the bank statements, budget monitor, and bank reconciliation for March, and to authorise the payments listed on the accounts payable. No payments had been made between meetings under delegated authority, and the income detailed had been received  
  
Clerk confirmed Cllr Shaw is now authorised to view and authorise internet payments from the Parish Council’s Bank.  
  
Payments to be made via bank transfer and authorised by any two of Cllr Liley, Cllr Spaul, Cllr Wriglesworth and Cllr Shaw.   
  
Mrs S Earnshaw Salary (Apr) inc in lieu of office £138.10

HMRC Tax period 12 £30.40

Mrs S Earnshaw Reimburse HP Instant Ink invoice £5.49

WY Police Safe Scheme Qtr 4 Jan-Mar25 £209.28

T&D Contractors Grounds Maintenance 2024/25 £1404.00

Unity Trust Bank Service Charge £6.00

Payments of Grants, agreed at minute 2501/17:

West Bretton Cricket Club £150.00

Church in West Bretton (Village Voice magazine) £150.00

West Bretton Bowling Club £150.00

Payment of Grant, agreed at minute 2503/17:

West Bretton Over 50’s Club £200.00

West Bretton Village Hall £500.00

Payment of Donation to The Community Foundation (Wakefield) £165.00

(minute 2501/17 applies)

Grant of £2,250 received from West Yorkshire Mayor’s Safer Communities Fund (GR7 Awards) to be ring-fenced for the purchase of a “Smiley SID” for the Parish.  
  
b) It was proposed by Cllr Shaw, seconded by Cllr Spaul and **resolved** that ear marked reserves for 2025/26 are:

Road Safety (to include the £2,250 grant earmarked for a SID): £4500  
Planters/Floral £1500  
Benches/repairs £500  
  
c) Members noted the content of the draft Annual Governance and Accountability Return (AGAR) for 2024/25 prior to its submission for audit by the Internal Auditor.  
  
d) The Section137 Expenditure limit for 2025/26 at £11.10 per elector was noted.  
  
e) It was noted that the Asset Register for 2025/26 remains unchanged from 2024/25.  
  
f) It was agreed that the Parish Council’s registered email address with Unity Trust Bank should be updated to clerk@westbrettonparishcouncil.gov.uk. The Clerk to make the necessary arrangements for the completion and submission of the required documentation to Unity Trust Bank  
  
g) The Clerk reported that one quotation had been received for the Parish Council’s insurance, with two further quotations still pending. It was therefore agreed that this agenda item be deferred to the next meeting for consideration and decision

**2504/17 Review of Financial Regulations and Standing Orders**a) It was proposed by Cllr Shaw, seconded by Cllr Wriglesworth and **resolved** to adopt the Financial Regulations (March 2025)  
  
b) It was proposed by Cllr Shaw, seconded by Cllr Wriglesworth and **resolved** to adopt the Standing Orders 2025.

**2504/18 Clerk’s Report**

1. There were no updates arising from the minutes not included on the agenda.
2. To receive Correspondence and consider appropriate action or responses  
   Wakefield Council Planning lists

Unity Trust Bank Monthly statements

YLCA Fortnightly training bulletins/White Rose updates/training opportunities

**2504/19 Matters of an urgent nature (for information only)**or **items for inclusion on the agenda of the next meeting (Monday 12 May 2025)**

Meeting closed at 8.43 pm