

**CANTLEY WITH BRANTON PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council held on Wednesday 5 July 2017 at Kilham Hall Meeting Rooms commencing at 6.30 p.m.**

**PRESENT:** Councillors M Sidebottom (Chair), Y Butterworth (from item 9), M Caygill, D Chorlton, N Williams and J Worthington.

**IN ATTENDANCE:** J A Staniforth (Clerk to the Council), D Ridge (DMBC Stronger Communities Area Manager), S Racjan (DMBC Stronger Communities Officer) and three members of the public.

The members of the public requested an update on the provision of the new outdoor equipment that was to be provided at Kilham Lane recreation ground. It was explained that following submission of the planning application for the project only the erection of a Multi Use Games Area (MUGA) required formal planning consent and all other equipment including the perimeter path fell within permitted development. As a consequence it was intended to progress the procurement of the equipment and creating a perimeter path. Following the attendance of four residents from Whiphill Top Lane at the June parish council meeting a site meeting had been held to reconsider the location of the path at the rear of the properties on Whiphill Top Lane and it had been agreed to move the path up to 2m so it would be around 8m away from the rear border of the properties. The site meeting had concluded that the boundary hedge between the properties and the recreation ground provided adequate screening and therefore the new path did not compromise the privacy of the residents. Following notification of the decision one resident proposed that the hedge be located as near as possible to the hedge as it was felt this provided the best level of privacy. DMBC had responded that the path needed to be located sufficiently away from the hedge so as to ensure that the hedge was not affected and that it could be maintained satisfactorily. An enquiry was made as to what evidence there was for the proposed equipment and the perimeter path and the Chair outlined the consultation process that had taken place and that the path had been requested by some residents that attended the final public consultation meeting but that it had been met with an amount of support from both the parish council and during informal discussions in the neighbourhood. Subsequently there had been a request from a Branton family for a butterfly trail to be incorporated in memory of their child and this had been agreed by the parish council and added a further dimension to the recreation area.

A resident enquired as to how much the path would cost and if the costs would be made public. It was explained that DMBC was managing the project and costs could not be made available until the tender process had been completed as the information was commercially sensitive, the cost of the path however was only a small amount when compared to the other proposals. It was confirmed that the path was proposed to be 2m wide and a tarmac surface.

The issue of the former football pitch was raised by a resident and it was explained that the pitch had been deemed unsuitable for formal football matches and as a result no formal matches had been played for a number of years and there was no longer a demand for usage and the former facilities had been converted to the current meeting rooms. There would still be a large open space remaining for informal use and football training for the Branton Junior Club if this was needed.

A resident asked if the adult equipment could be replaced by the MUGA and it was explained that the MUGA could not be funded from Section 106 funding that was currently available and it was intended to fund it from any allocation arising from development of the Branton House Farm site.

A resident expressed concern about the possible increase in anti-social behaviour and that a private party held at Kilham Hall on 18 June 2017 had continued until 12.30am and that young people had congregated on the recreation ground until the early hours of the previous Thursday morning. The Chair agreed to enquire with the Booking Clerk of Kilham Hall as to why this had occurred as all use of the hall should be completed by 11.00 pm. Residents were reminded that any incidents of anti social behaviour should be reported to DMBC's anti-social behaviour team or the police if there were more serious concerns.

**1) APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor G Warrender.

Signed:.....Dated:.....

**RESOLVED (1)**

That the apologies be accepted and duly recorded.

**2) EXCLUSION OF PUBLIC AND PRESS****RESOLVED (2)**

That items 21 and 22 be excluded from the public and press.

**3) DECLARATIONS OF INTEREST**

Councillors D Chorlton and M Sidebottom declared an other interest in Item 8.

**4) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS**

Apologies had been received from Councillor S Cox.

The DMBC Stronger Communities Officer reported that the unlit beacon at the new zebra crossing was now lit and fully operational. Details of funding from the Co-op Community Fund for members of the Co-op had been circulated.

**RESOLVED (3)**

a) That the DMBC Officer is thanked for his attendance and the information provided.

**5) MINUTES OF THE MEETING HELD ON 7 JUNE 2017****RESOLVED (4)**

That the minutes of the Parish Council Meeting be agreed and signed by the Chairman.

**6) CLERK'S REPORT ON ACTION ARISING FROM THE PREVIOUS MEETING**

Consideration was given to the report provided by the Clerk relating to actions required from the previous meeting that had been circulated and the following updates were considered:

a) Planning application for fencing to grass verges on Valley Drive

Planning consent had been obtained with conditions relating to the type of fencing and the final site plan. The Planning Officer had confirmed that just wooden posts could be fitted.

b) Provision of a defibrillator/grant application

A message had been received from the Headteacher of St Wilfrid's School stating that advice was being sought from DMBC regarding the location of the equipment at the school and details would be made available when a decision was known. The owner of the Ava Court Development whilst expressing support for the project felt that he could not accept any responsibility until more knowledge and information was available. Kilham Hall Management Committee had agreed to contribute to the cost of the provision of a defibrillator at the community hall.

c) Update on new website

The new website which was now live was viewed at the meeting and was well received. A final training session was to be arranged in August to enable the Clerk to maintain the website. Photographs were being arranged by the Chair from a local resident.

d) Visit of Dog Enforcement Officer

The Clerk explained that it was known one visit had taken place as the handyman had been present as it occurred early morning, there had been no formal feedback but the handyman had stated no dogs had been present on the site and there had been no other known sightings of dogs at the site.

e) Planters on Valley Drive

C Humphreys had agreed to water the tubs but had enquired as to whether any new plants were to be planted and the handyman had been asked to undertake this.

f) Other Actions

All other actions had been completed or were pending.

**RESOLVED (5)**

a) That the information relating to actions undertaken by the Clerk since the last meeting be duly noted.

b) That DMBC is consulted regarding the erection of wooden posts and if in agreement quotations are sought for consideration at the next meeting.

c) That it be agreed that a defibrillator is purchased at a cost of up to £1,500 and located externally on the Kilham Hall building.

d) That the provision of the new website is noted.

e) That the visit of DMBC's Enforcement Team is noted and DMBC is asked if any further visits will be undertaken.

f) That the arrangements for watering the planters on Valley Drive is noted.

Signed:.....Dated:.....

**7) ITEMS RAISED BY MEMBERS OF THE PUBLIC**

Members discussed with the DMBC Neighbourhood Manager the location of the perimeter path and it was agreed that it be located as close to the perimeter hedge as maintenance of the hedge would allow.

RESOLVED (6)

That the residents in attendance be notified of the decision relating to the location of the perimeter path.

**8) KILHAM HALL MANAGEMENT COMMITTEE REPORT**

Councillor Sidebottom reported that a meeting of the committee had taken place on 3 July and following the recent publicity there had been an increase in the number of individual bookings for hiring the hall but no new regular bookings. The coffee morning would close for the summer recess after 18 July 2017 and would reopen on 5 September 2017. The signing of the variation to the Trust Deed was in the process of being completed.

The Secretary of the committee confirmed that it had been agreed that the hall could be used as an emergency centre by DMBC.

RESOLVED (7)

- a) That the information be received and duly noted.
- b) That the Clerk contacts DMBC to confirm the decision to allow the hall to be listed for emergency use and DMBC is asked to contact the Secretary of the Management Committee to progress the matter.

**9) RECREATION GROUND/MEETING ROOMS AND GARDEN ISSUES**

a) Arrangements for contractors installing new outdoor equipment at the recreation ground

DMBC had enquired regarding access and welfare facilities at the site. The Clerk had responded that a key could be provided to allow access to the main entrance and field and that the meeting rooms could be used for welfare facilities with a timetable of events at the hall provided to try and minimise disruption to the hall users. The following information was requested:

- Interpretation Signage – Timber or Steel?
- Table tennis table – Natural, blue or green colour?
- Zipwire – Steel or powder coated steel?
- Painting of play equipment – colour of new paint?
- Benches – black?
- Colour of equipment – Standard supplied or specified?

b) Location of the perimeter path

This had been determined under items raised by members of the public.

c) Planning Application for the Multi-Use Games Area

Sport England had not withdrawn their objection and required information as to identification of the need for the equipment and evidence that there was sufficient provision for formal football matches. DMBC were currently undertaking a study of the availability of football facilities and this was expected to be completed in the next six to nine months and was expected to confirm that there were sufficient facilities available to meet the current level of demand.

d) Maintenance of areas of the recreation ground

The Clerk reported that the handyman had tended that area bordering the rear of Trevine Gables but that more intensive maintenance was needed to remove the weeds that existed.

e) Public Spaces Protection Order

Notification had been received that DMBC were to supply new notices relating to the introduction of the new Order which would replace the current notices relating to the Dog Control Order and it was not clear if the new order would be identical to the existing arrangements.

RESOLVED (8)

- a) That the arrangements for contractors installing the equipment be agreed.
- b) That one sign depicting the layout of the equipment, located at the entrance to the field with a timber frame be requested.
- c) That a green table tennis table, a black powder coated frame for the zip wire and black metal benches be provided.
- d) That standard colours of equipment be requested and the repainting of the equipment be in line with that of the new equipment to be provided.
- e) That the response to Sport England is delegated to the Clerk in consultation with the Chair and other members and a meeting take place on Tuesday 11 July 2017 to progress the matter.

Signed:.....Dated:.....

f) That the maintenance of overgrown areas of the recreation ground be monitored and action taken when necessary.

g) That the Clerk contacts DMBC to ascertain the arrangements for the recreation ground and the notices that will be provided in respect of the new Public Spaces Protection Order.

#### 10) PLANNING MATTERS

The following new planning application was considered and the application by DMBC for the MUGA was published for information on the agenda.

Councillor Williams withdrew from the meeting during consideration of application 17/00331/FUL.

17/01401/FUL The Cottage, Kilham Lane	Erection of detached garage	No comments
17/1549/FUL 22 Poppyfields Way	Erection of 2 storey extension to rear of dwelling	No comments
17/01581/OHL Doncaster Golf Club	Diversion of overhead line replacing with underground cable and erection of 2 poles	No comments
17/00331/FUL YWLP	Erection of hog house and enclosure	No comments
17/01706/FUL 36 Willow Glen	Erection of single storey conservatory at rear of property	No comments

DMBC had advised that informal consultation on site specific proposals in the Local Plan was to take place between 24 July and 20 August 2017 prior to the statutory consultation later in the year. In addition a meeting was taking place on 31 July 2017 between 5.00 and 7.00pm where an update on the proposals would be available.

RESOLVED (9)

a) That the new applications and decisions reached since the last meeting are considered and duly noted.

b) DMBC is asked if there is an electronic link to the proposals and if so if this could be provided.

#### 11) HIGHWAY MATTERS

The following matters were raised:

- Speeding traffic on Warning Tongue Lane
- Overhanging hedge on Warning Tongue Lane
- Parking at junction of Milton Road and Whiphill Top Lane

RESOLVED (10)

That DMBC is notified of the issues raised and a reply is sent regarding parking at the junction of Milton Road and Whiphill Top Lane.

#### 12) YLCA TRAINING EVENTS

Information was provided on the latest training courses provided by YLCA.

RESOLVED (11)

That the information is received and duly noted.

#### 13) TO CONSIDER ANY POLICE ISSUES AND DETAILS OF THE LATEST CRIME REPORT

A copy of the latest newsletter from Dr A Billings was circulated and the April crime reported denoted 1 x burglary at Old Cantley, 8 crimes in Branton including 2 drug related, 2 vehicle crimes, 2 violence and sexual offences, 1 anti social behaviour and 1 other with four crimes in Bessacarr.

RESOLVED (12)

That the information is received and noted.

#### 14) PUBLICATION AND CONTENT OF NEXT NEWSLETTER

Councillor Sidebottom withdrew during consideration of this item.

RESOLVED (13)

That the next newsletter be published in September 2017 and include information on: provision of a defibrillator, update on the new outdoor equipment, fencing on Valley Drive, new website and revised time of parish council meetings.

#### 15) INSURANCE RENEWAL ARRANGEMENTS

Signed:.....Dated:.....

The insurance premium was due on 1 September as the second year of a three year contract but the premium would not be available until three week before renewal and the new outdoor equipment would need to be added when the cost and date of receipt were known.

RESOLVED (14)

That the Clerk arranges the insurance renewal and includes new items as necessary.

#### 16) AUTHORISATION OF BANK PAYMENTS

Consideration was given to the schedule of payments for signature.

RESOLVED (15)

That the following payments made are duly authorised:

17/16	Clerk	June Salary	£611.40
17/17	Arrow Publications	June newsletter	£114.00
17/18	Auckley Show Committee	Donation	£500.00
17/19	Glendale	Grass cutting 5/5 & 19/5	£79.90
17/20	nPower	2015/16 Christmas lighting	£81.82
17/21	nPower	2014/15 Christmas lighting	£81.82
17/22	Handyman	1 <sup>st</sup> quarter salary	£755.25
17/23	Handyman	Petrol for mower	£13.42
17/24	YLCA	2 x copies Good Councillor Guide	£9.22
17/25	Exact Marketing	1 <sup>st</sup> payment for new website	£192.00
17/26	Exact Marketing	2 <sup>nd</sup> payment for new website	£192.00
17/27	HMRC	1 <sup>st</sup> quarter payment	£664.47

#### 17) APPROVAL OF ANNUAL COMPUTER MAINTENANCE COSTS

The Clerk requested that the usual contractor carries out an annual maintenance check on the equipment to ensure its operational efficiency at a cost of up to £75 in line with 25% of the annual stationery and equipment budget.

RESOLVED (16)

That it be agreed to carry out an annual maintenance check within the budget allocation.

#### 18) REPORTS FROM MEETINGS ATTENDED

##### a) YLCA South Yorkshire Branch Meeting – 19 June 2017

Councillor Worthington reported that Councillor Duncan Wright had been re-elected as Chair and Councillor Derek Liddell as Vice-Chair with Councillor Liddell the representative on the National Executive Committee. YCLA was to contact the Information Commissioners Office for advice on the new Data Protection Legislation.

##### b) DSA Noise Monitoring and Environmental Sub-Committee – 20 June 2017

Councillor Worthington reported that there was around £5k in the Community Fund and therefore applications could be submitted. There was to be a review of airport signage around the borough as it was felt to be in need of updating. Energy costs had reduced by 3% overall. Members raised the development of a rail link and that the local MP was supporting this.

RESOLVED (17)

That Councillor Worthington is thanked for the reports and the information provided.

That an application for funding of £1k for the butterfly trail be submitted by 31 August 2017.

#### 19) ITEMS OF CORRESPONDENCE

Correspondence denoted on the agenda was duly considered including details of an EGM from RAY, SYPT- Young people's travel passes, Tesco and Co-op Community funds and Home Front Day at Cusworth Hall.

RESOLVED (18)

That the items of correspondence denoted on the agenda be received and duly noted.

#### 20) DATE AND TIME OF NEXT MEETING

RESOLVED (19)

That the next meeting be held on Wednesday 6 September 2017 commencing at 6.30 p.m.

#### 21) EXCLUDED FROM THE PUBLIC AND PRESS: CLERK'S TIME OFF IN LIEU

Signed:.....Dated:.....