

**CANTLEY WITH BRANTON PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council held on Wednesday 7 June 2017 at Kilham Hall Meeting Rooms commencing at 6.30 p.m.**

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

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

The members of the public (all residents of Whiphill Top Lane) explained they had attended to express concern over the proposal for the inclusion of a perimeter path around the recreation ground as it was in close proximity to the rear of their properties and therefore affected their privacy. The planning application referred to the requirement for equipment to be located 30m away from properties and had not been included in the original proposals and therefore there had not been the opportunity to object to this at the final consultation event. The residents also enquired as to whether the maintenance of the field would be affected as grass cutting machinery may not be able to cross a tarmac path thereby leaving an untended area which could allow weeds to grow and spread into gardens that bordered the recreation ground. It was suggested by the residents that a grassed running track may be more appropriate. The residents also commented that the provision of a MUGA along with the track could lead to incidents of antisocial behaviour as currently there were incidents of young people aiming footballs at the shutters of the community hall.

The Chairman responded that the inclusion of the perimeter path was as a result of the consultation and had been requested primarily for parents to have an area to teach cycle riding to young children and for a walkway for prams/pushchairs. It was not anticipated that it would be used by older children/ adults for cycling but may be for running which was not expected to impact on residents privacy to any greater extent than current activities at the recreation ground. The final phase of the project (subject to the receipt of further funding from the development of the Branton House Farm site) was to provide facilities for young people in the hope of deterring anti social behaviour. It was explained that recent notification had been received from DMBC that there was no requirement for formal planning consent for phases 1 and 2 of the project as it was deemed to be 'permitted development' and there was no requirement for the path to be located 30m away from properties. Only the provision of a MUGA required formal planning permission. It was also hoped to incorporate a butterfly trail alongside part of the perimeter path.

The DMBC Officer suggested that a Neighbourhood Watch could be set up to monitor any antisocial behaviour and agreed to provide contact details for DMBC's Anti Social Behaviour Team to report general incidents that were not felt appropriate to report to the police.

**1) APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor G Warrender

RESOLVED (1)

That the apologies be accepted and duly recorded.

**2) EXCLUSION OF PUBLIC AND PRESS**

RESOLVED (2)

That in accordance with the Public Bodies (Admission to Meetings) Act 1960, item 21 be excluded from the public and press due to information of a personal and confidential nature being discussed.

**3) DECLARATIONS OF INTEREST**

Councillors D Chorlton and M Sidebottom declared an other interest in Item 8. Councillors J Worthington and M Caygill declared an other interest in respect of item 13 as residents of Auckley and Chairman and Clerk of Auckley Parish Council respectively.

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

Apologies had been received from Councillor S Cox.

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

The DMBC Stronger Communities Officer reported that the unlit beacon at the new zebra crossing was awaiting electrical connection by Northern Power Grid who had originally stated the work would be completed by 22 May 2017. Members commented that the lit beacon was not felt to be sufficiently bright to warn motorists but the issue of the light pollution that had been raised by a resident had not progressed as there was a need for the resident to report this directly and no report had been received.

RESOLVED (3)

- a) That the DMBC Officer is thanked for his attendance and the information provided.
- b) That the Clerk contacts Northern Powergrid to seek to progress the electricity supply to the beacon and the DMBC Highways Officer with a copy to Ward Councillors regarding the unlit beacon and whether the brightness could be increased through the fitting of a halo.

## 5) MINUTES OF THE MEETING HELD ON 3 MAY 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) New outdoor equipment at Kilham Lane

The Neighbourhood Manager had recently confirmed that only the MUGA element of the planning application required full planning consent the remainder which represented Phases 1 & 2 and the perimeter path fell within permitted development. Following objections received from Sport England regarding the loss of formal playing facilities and limitations of sports to be included within the MUGA, information had been forwarded to DMBC regarding the cessation of usage by the local football team and training of Branton Juniors and the outcome of consultations with the community. A decision was awaited as to whether Sport England would withdraw their objections based on the information provided and two residents of Whiphill Top Lane had recorded objections on the planning portal but these were not regarded as material planning considerations. The parish council were asked to consider three options in order to progress the matter:

- Leave the application in its present format.
- Remove phases 1&2 as planning consent was not required.
- Withdraw the entire application and reapply for the MUGA when funding was available.

### b) Planning application for fencing to grass verges on Valley Drive

The Design Consultant had submitted amended plans denoting the dropped kerbs on Valley Drive and it was hoped a decision would be made when the Planning Officer returned to work on 12 June 2017.

### c) Provision of a defibrillator/grant application

Information available from the Yorkshire Air Ambulance and from the SLCC magazine had been circulated with the agenda and a copy supplied to the owner of the Ava Court development who was considering the information. The grant application was still pending a decision regarding the location of any equipment and a reply from the school as to whether the defibrillator supplied to the school was to be made available to the public. The Chair reported that Kilham Hall Management Committee were in favour of a defibrillator being sited at the hall and may be willing to contribute towards the cost. The DMBC Officer advised that funding may be available from the Co-op Community Fund.

### d) Zebra crossing update

Concern was expressed over the length of time to provide a power supply to the unlit beacon and that it was felt not all motorists were aware of the zebra crossing.

### e) Update on new website

The development of the new website was almost complete and training to upload documents was scheduled for 9 June 2017. A draft of information about the parish for inclusion on the site had been circulated with the agenda for approval.

### f) Other Issues

DMBC had confirmed receipt of a new 'Branton' sign for Whiphill Top Lane and the erection of the sign to replace the existing sign was awaited.

Dustbins and a wooden pallet that had been left on the highway verge outside of a property on Langton Gardens had been removed but a small amount of building materials remained possibly related to building work being undertaken at an neighbouring property.

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

There had been no response to the request for DMBC Enforcement Officers to visit the recreation ground in respect of dogs being exercised on the recreation ground when they were prohibited or in respect of the 'No Tipping' sign.

A letter had been sent to the Three Horse Shoes regarding a car parked on the pavement but no response had been received and the car was continuing to park there.

The bus shelters had been repainted and seating repaired but SYPTE had reported that bus shelters were not designed to incorporate glazed panels and there was no budget to replace the shelter with a standard glazed shelter.

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 asked to provide an update on the unlit beacon and if the beacons could have improved lighting.
- c) That Yorkshire Ambulance Service is contacted for information on funding sources for the purchase of a defibrillator and a response is sought from St Wilfrid's School s to the proposed location of the school's defibrillator.
- d) That a response is sought from DMBC's Enforcement Team as to whether officers had visited the recreation ground to monitor whether any dogs had been observed at the recreation ground.
- e) That DMBC is contacted again regarding the provision of a 'No Tipping' sign.  
That DMBC is contacted to ascertain if any action can be taken in respect of the car parked on the pavement adjacent to the Three Horse Shoes.
- g) That SYPTE is asked if a mirror could be fitted to the outside of the shelter to enable passengers to observe the sighting of approaching buses whilst in the bus shelter.

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

Members discussed the concerns raised by the residents of Whiphill Top Lane whilst noting that there was no requirement for formal planning consent in respect of Phase 1 and 2 of the outdoor equipment project which included that perimeter path and that there was no requirement for this to be located 30m away from property.

RESOLVED (6)

- a) That DMBC be advised that the perimeter path be located up to a further two metres away from the boundary of the rear of properties on Whiphill Top Lane.
- b) That the Clerk arranges for the Handyman to tend areas of the recreation ground bordering properties in order to prevent vegetation spreading into the gardens of the properties.
- c) That the residents in attendance are notified in writing of the outcome of the decisions reached following consideration of the concerns raised by the residents of Whiphill Top Lane.

## **8) KILHAM HALL MANAGEMENT COMMITTEE REPORT**

Councillor Sidebottom reported that there had been no further meeting of the Management Committee. There had been a visit from the Prime Minister arranged at very short notice between 10.45 am. and 12.45 pm. on 2 June 2017 with the BBC filming the Prime Minister speaking to a group of parents in the hall and being interviewed in the car park area. The recent advertising of the hall had led to a number of enquires relating to individual hiring of the hall but no group bookings. A message of appreciation had been extended to Bev and Chris Humphreys for their work and the signing of the Trust Deed was nearing completion.

RESOLVED (7)

That the information be received and duly noted.

## **9) INTERNAL AUDIT REPORT FOR 2016/17/APPOINTMENT AND FEE FOR 2017/18**

The Clerk reported that actions identified were of a minor nature and due to timings generally or recording errors. The £0.32p overpayment to the Clerk's March salary had been deducted from the June salary payment and as it related to the final total did not affect taxation or national insurance payments. In view of the work involved the auditor had proposed an increase in the fee from £62.50 to £77.50 if contracted as the internal auditor for 2017/18 .

RESOLVED (8 )

- a) That the report be received and the contents duly noted.
- b) That the proposed fee be agreed and Mrs C Wellings be agreed as the auditor for 2017/18.

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

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

The handyman had repaired a section of the wooden fencing bordering the car park which had been damaged by a car(s) reversing into the car park. The handyman had requested that a yellow line be painted where the new tarmac met the original tarmac as this may assist with parking and reduce the damage that was continually caused to the fencing. The handyman had been asked to plant geraniums in the tubs on Valley Drive and arrangements for watering were considered.

RESOLVED (9)

- a) That the parking of cars and damage to fencing be monitored.
- b) That C Humphreys is asked to water the planters on Valley Drive on the basis of the arrangement adopted in 2016.

**11) PLANNING MATTERS**

The following new planning application was considered and the application by DMBC for the new outdoor equipment at Kilham Lane recreation ground was published for information on the agenda.

17/01392/TCON 2 Plantation Avenue	Felling of one Oak tree in South Bessacarr Conservation area	No comments
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As a result of comments contained on the planning portal in respect of application 17/01085/REM the Clerk had submitted comments supporting those of the Highway Authority on behalf of the parish council.

RESOLVED (10)

That the information is received and duly noted and the Clerk's comments relating to application 17/01085/REM be agreed.

**12) HIGHWAY MATTERS**

The following matters were raised:

- Parking on Valley Drive – Concerns raised by a resident
- Overhanging hedge on Chapel Lane
- Community Hall sign on Whiphill Top Lane requires cleaning and repositioning
- Pothole on Whiphill Top Lane between junction with Milton Road and Chapel Lane

The Chair reported that the Clerk had responded to the resident outlining the initiatives that were in place to try and reduce parking outside of the school and the resident had accepted the efforts being made.

RESOLVED (11)

That DMBC is notified of the issues raised.

**13) REQUEST FOR A DONATION TOWARDS THE 2017 AUCKLEY SHOW**

Councillors M Caygill and J Worthington chose to take no part in this item.

A request had been made for a donation towards the 2017 Auckley Show as it was known that the main sponsor had now withdrawn support and the show may not be financially viable without the same level of sponsorship.

RESOLVED (12)

That a donation of £500 be agreed.

**14) TO CONSIDER ANY POLICE ISSUES AND DETAILS OF THE LATEST CRIME REPORT**

A copy of the latest newsletter from Dr A Billings now been received and arrangements made for future newsletters to be forwarded to the Clerk.

The March crime report denoted an increase in crimes in the parish from the previous month with seven crimes in Branton, one in Old Cantley and seven in the Bessacarr part of the parish..

RESOLVED (13)

That the information is received and noted.

**15) CLERK'S ATTENDANCE AT THE ANNUAL SLCC REGIONAL SEMINAR**

The seminar was to take place on 13 August 2017 at Tankersley Manor Hotel at a cost of £69 + vat which was a reduction on the cost of previous attendances and included briefings on use of social media and new legislation.

RESOLVED (14 )

That the attendance of the Clerk is agreed.

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

**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:

17/07	Clerk	May Salary	£603.62
17/08	Clerk	Ink cartridges and stationery	£ 73.92
17/09	Clerk	Computer mouse and paper	£ 10.00
17/10	Glendale	Grass cutting 7/4 & 21/4	£79.90
17/11	Beacon Signs	No Parking sign	£ 21.60
17/12	RAY	Annual subscription	£ 25.00
17/13	Clerk	Reimbursement for cordless drill	£ 43.99
17/14	C Humphreys	Repainting of storeroom door	£195.00
17/15	C Wellings	Internal audit fee	£62.50

**17) REPORT FROM THE LATEST IGAS COMMUNITY LIAISON GROUP MEETING**

Councillor Worthington reported that there had been no meeting of the group since February 2017 but the Nottinghamshire Mineral Plan had been withdrawn at the present time. A section 106 agreement had been reached in respect of the Rocket site at Misson and details were contained in a seventy page document which could be downloaded and which outlined the traffic route from Misson via Bank end Road Blaxton but only as far as the crossroads at the junction of the A614 and B1396.

RESOLVED (16)

That Councillor Worthington is thanked for her report and the information provided.

**18) WHITE ROSE UPDATE**

Consideration was given to information contained in the latest publication which included the following: SY branch meeting dates, new Good Councillor Guides, details of revised legal topic notes, advice relating to leased buildings and inclusion in the Asset Register and an employer checklist

RESOLVED (17)

a) That the information is received and noted.

b) That the Clerk ascertains if the Good Councillor Guide is available electronically and two copies are purchased.

c) That further advice is obtained regarding the inclusion of leased buildings in the Asset Register.

**19) ITEMS OF CORRESPONDENCE**

Correspondence denoted on the agenda was duly considered including a notification from DMBC that attendance at the meeting to provide an update on the Doncaster Local Plan had been deferred pending further wider consultation. The June briefing from South Yorkshire Fire and Rescue Service and information from DMBC on the recruitment of future natural leaders aimed at career for those aged 16-24 was provided.

RESOLVED (18)

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

**20) DATE AND REVIEW OF START TIME OF NEXT MEETING**

RESOLVED (19)

That the next meeting be held on Wednesday 5 July 2017 commencing at 6.30 p.m. and that future meetings commence at 6.30 pm.

**21) EXCLUDED FROM THE PUBLIC AND PRESS:**

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