

## CANTLEY WITH BRANTON PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held on Wednesday 1 November 2017 at Kilham Hall Meeting Rooms commencing at 6.30 p.m.**

**PRESENT:** Councillors D Chorlton (Vice-Chair), Y Butterworth, M Caygill, N Williams (Items 1-15) and J Worthington.

**IN ATTENDANCE:** J A Staniforth (Clerk to the Council).

**1) APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors M Sidebottom and G Warrender.

**RESOLVED (1)**

That the apologies be accepted and duly recorded.

**2) EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED (2)**

That no items are excluded from the public and press.

**3) DECLARATIONS OF INTEREST**

Councillor D Chorlton declared an 'other interest' in Item 9.

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

Apologies had been received from DMBC's Stronger Communities Officer and there were ongoing apologies from Councillors J and S Cox.

**5) MINUTES OF THE MEETING HELD ON 4 OCTOBER 2017**

**RESOLVED (3)**

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) Zebra crossing visibility on Doncaster Road

DMBC had responded that it was not intended to create illumination in daylight hours and it was felt the posts were clearly visible and in line with those nationally and the location allowed drivers plenty of advance warning when approaching from either direction. Shrouds had recently been fitted to address light intensity at night and it was felt this had improved the situation.

b) Unlit motorway bridge on Doncaster Road

DMBC had responded that there was no policy to provide lighting on roads leading to and over bridges and there were many examples, the nearest being Warning Tongue Lane. If a parish council wished to consider funding additional street lighting DMBC would provide the required support to progress this.

c) Blocked Drain in Kilham Hall Car Park

A quotation for jetting out the drain had been received from a local contractor to determine the source of the blockage and arrangements had been made for a surveyor from Rentokil to visit the site on Monday 7 November to obtain a second quotation.

d) Registration of Defibrillator

The Clerk reported that all the required information had been sent to the Yorkshire Ambulance Service but the process took a few days and YAS would send notification when the registration was complete.

**RESOLVED (4)**

- a) That the information relating to actions undertaken by the Clerk since the last meeting be duly noted.
- b) That a further quotation be obtained for jetting the blocked drain and on the grounds of health and safety the lowest quotation be accepted and work commenced as soon as practicably possible.

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

No members of the public were in attendance.

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

**8) SECOND QUARTER BANK RECONCILIATION AND REVIEW OF LEVEL OF RESERVES**

The second half bank reconciliation reflected a bank balance of £36,400.31. This was more than would normally be expected as a number of projects had still to be paid for. The level of reserves was therefore currently more than one year's precept however this would reduce when all invoices for work recently completed had been paid. The year-end balance was projected to be around £30k.

RESOLVED (5)

That the report is received and the information duly noted.

**9) KILHAM HALL MANAGEMENT COMMITTEE REPORT**

Councillor Chorlton reported that there had been no meeting since the last parish council meeting but the Halloween event arranged for Saturday 28 October 2017 had been a great success with all tickets sold. The new playgroup that was meeting on Wednesday mornings had also been well attended. The Annual General Meeting was scheduled to take place on 6 November 2017.

RESOLVED (6)

That the report is received and duly noted.

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

a) a) Update on provision of new outdoor equipment at Kilham Lane Recreation Ground

Work commenced on 16 October and had focused on the laying of the perimeter path and preparation of the ground for the installation of the zip wire was also taking place. The painting of the existing playground equipment was due to start by the end of the week. The top soil that had been removed and would be used to level the field and it was suggested that the field be re-seeded. It had been discovered that a new climbing net had not been included with the tender and a cost was being obtained. It had been confirmed that the new signage board could be delayed until the details of the butterfly trail were available for inclusion.

b) Replacement of cradle swings

Both swings had now been replaced but it was noticed that one of the two remaining standard swings would require replacement in the near future.

c) Servicing of fire extinguishers/alarm and portable electrical equipment

The alarm had been serviced at a cost of £70 +vat a £5 increase from the previous year but included the programming of the new set of keys which now worked satisfactorily. Arrangements had been made for the fire extinguisher service for Monday 27 November at 9.00 am and for the portable appliance testing on Friday 17 November at 10.30 am.

d) Notices for Public Space Protection Order

Two notices had been supplied from Beacon Signs at a cost of £24 + vat and the handyman had replaced the out of date signs with these. It was discovered that there was a third sign to be replaced on the field entrance gate.

e) Location of proposed butterfly trail

As access to the recreation field was not currently possible the matter needed further consideration.

f) Quotation for commemorative bench

The cost of a bespoke commemorative bench was noted however the sample design was deemed unsuitable.

g) Quotation for re-sealing the Rose Garden

A quotation had been received from the original contractor who had indicated that the work should be undertaken to maintain the condition of the surface.

h) Provision of shelving in the meeting rooms lobby area for the playgroup

A request had been received for a shelf to be fitted across the back wall to assist the playgroup with the storing of their equipment.

i) Publicity of the new defibrillator

The defibrillator had been installed and details for the registration forwarded to the Yorkshire Ambulance Service. Confirmation was awaited that the registration had been completed. Arrangements for publicity were discussed.

j) Repairs to exterior light and guttering at Kilham Hall

An exterior light had been discovered broken and it was not clear if this was an act of vandalism or weather damage. An end piece of the guttering had also been displaced but this had been re-fitted by the handyman. A further end piece on another section of guttering required replacement and the handyman was to purchase this in the near future.

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k) Damage to village plinth

The stone border of the village plinth had been damaged by moles in the vicinity. The handyman had arranged to obtain a supply of cement from the contractors working on site and would re-fix the stones. The presence of moles had been reported to DMBC as if not eradicated my dislodge the stone border further.

l) Location of Planters on Valley Drive

Discussion took place on the location of the planters in view of the fencing that had now been erected to deter parking on the grass verges and whether an alternative location should be sought. The Clerk advised that a new licensing agreement would be needed from DMBC. The handyman had reported that the planters were often displaced by DMBC's grass cutting equipment and may benefit from a concrete base.

m) Overhanging Trees at Doncaster Road Garden

The residents of the property adjacent to the Doncaster Road garden had enquired if the trees bordering the property could be pruned to prevent branches overhanging the driveway.

RESOLVED (7)

- a)That the update on the progress of the installation of the new equipment and perimeter path is noted and the cost for replacing the climbing net be awaited.
- b)That it be agreed that the recreation field is levelled with the surplus top soil and re-seeded.
- c)That DMBC is asked to provide a breakdown of the cost of the Section 106 monies.
- d)That the provision of the new cradle swings is noted and the condition of one of the standard swings be monitored.
- e)That the cost of the alarm service and arrangements for serving the fire extinguishers and portable electrical items be noted.
- f)That a third PSPO notice be purchased at a cost of £24 + vat.
- g)That arrangements be made to form a working group to oversee the new butterfly trail be considered at the next meeting.
- h)That a commemorative bench be considered by the butterfly trail working group.
- i)That further quotations are obtained for the re-sealing of the Rose Garden and Councillor Worthington supply details of suitable contractors.
- j)That it be agreed that a shelf be fitted in the lobby area of the meeting rooms for storing equipment.
- k)That a photograph with members of the parish council and Kilham Hall Management Committee be obtained on Tuesday 7 November 2017 at 9.15am.
- l)That a quotation for a replacement exterior light for Kilham Hall be requested from R J Electrics.
- m)That the location of the planters on Valley Drive be considered at the next meeting.
- n)That quotations be sought for the pruning of the overhanging trees at the Doncaster Road garden.

## **11) PLANNING MATTERS**

The following planning applications were considered:

17/02494/FUL 4 Silverdale Close	Single storey rear extension together with extensions to existing dormer windows and roof changes	No comments
17/02554/FUL 2 Plantation Avenue	Vary condition 2 of planning application 15/00023/FUL (balcony over main entrance)	No comments
17/02644/OHL Rear of 237 Bawtry Road	Erection of one wooden pole to support electrical transformer	No comments

RESOLVED (8)

That no comments or objections be made in respect of the new applications and the decisions reached since the last meeting are duly noted.

## **12) HIGHWAY MATTERS**

The following matters were raised:

- Damaged bollard on Doncaster Road adjacent to Brockholes Lane
- Leaves in bus shelter opposite Branton Farm Nurseries

RESOLVED (9)

That issues be reported to DMBC and SYPTE as appropriate.

## **13) CONTENT AND PUBLICATION OF THE DECEMBER NEWSLETTER**

Consideration was given to a draft newsletter which included details of the forthcoming Christmas carol singing event, an update of the provision of new outdoor equipment and perimeter path at Kilham Lane

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

Recreation Ground, the purchase of a defibrillator, new fencing at Valley Drive/Rural Crescent, a donation to the Royal British Legion to purchase a wreath for the local school, the 'walk to school' initiative and information pertaining to the introduction of a Public Spaces Protection Order.

RESOLVED (10)

That the draft newsletter be agreed subject to the inclusion of the names of the local businesses supporting the walk to school challenge.

#### **14) INSURANCE ARRANGEMENTS REVIEW**

The Clerk advised that the current policy included an amount of £30k for gates and fences and therefore there was adequate cover for the new fencing on Valley Drive. There was an amount of £27,500 for contents of buildings which included £15k for specialist items and therefore this was sufficient to include the defibrillator. With regard to the perimeter path there was only cover for the existing car park surface and the total cost was in the region of £50k. With regard to the new equipment there was an amount of £90k however the cost of the new equipment was deemed to be around £58k and the cost of the existing equipment had previously been insured for around £48k and therefore may be insufficient.

RESOLVED (11)

That the cost of an additional £50k for ground surfaces and £20k for outside equipment be sought from the insurers for consideration at the next meeting.

#### **15) FINALISATION OF CHRISTMAS CAROL SINGING ARRANGEMENTS**

RESOLVED (12)

That Councillor Sidebottom liaises with the Clerk regarding the list of carols for the organist and a letter is sent to the local WI regarding the provision of mince pies as in previous years.

#### **16) POLICE MATTERS /CRIME REPORTS FOR AUGUST 2017**

Details of crimes during the month of August 2017 were reported which included four crimes in Old Cantley, seven in Branton and five in the Bessacarr area of the parish. A copy of the October 2017 newsletter from the Police and Crime Commissioner was circulated which referred to the reintroduction of neighbourhood policing.

RESOLVED (13)

That the information is received and duly noted.

#### **17) WEBSITE MATTERS**

The website content was up to date with just new photographs needed.

RESOLVED(14)

That the information is duly noted.

#### **18) BANK PAYMENTS**

RESOLVED (15)

That the following payments made are duly authorised:

17/52	Clerk	October Salary	£ 606.77
17/53	Glendale	Grass cutting 8 & 22 September	£ 9.90
17/54	DMBC	Green waste collection 3 <sup>rd</sup> quarter	£ 69.00
17/55	Royal British Legion	Donation and wreath purchase	£ 80.00
17/56	Wel Medical Ltd	Defibrillator and external case	£1,400.00
17/57	Spencer Fencing	Fencing at Valley Drive/Rural Crescent	£1,420.00
17/58	Beacon Signs	2 x A3 notices re dog control	£ 57.60

#### **19) REPORT FROM IGAS MEETING ON 19 OCTOBER 2017**

Councillor Worthington reported that a public meeting had been arranged in Misson and a number of questions had been raised but a response was still awaited and it was hoped that a response would be available at the next meeting on 30 November 2017. The parish was not currently eligible to be considered for the Igas community fund as it was outside of the five mile radius.

RESOLVED (16)

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

#### **20) YLCA WHITE ROSE UPDATE FOR SEPTEMBER 2017**

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

The latest White Rose Update was circulated for information and it was noted that YLCA were appealing for success stories, good practice and innovation to publish.

RESOLVED (17)

That arrangements are made to publish the 'Wow Challenge and the provision of a zebra crossing as part of partnership working.

**21) ITEMS OF CORRESPONDENCE**

Correspondence denoted on the agenda was considered including the latest briefing from the south Yorkshire Fire and Rescue Service. It was noted that one of the NALC briefings referred to the Public Sector Mapping Agreement (PSMA) which provided access to Ordnance Survey maps free of charge.

RESOLVED (18)

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

That membership of the (PSMA) is obtained.

**22) DATE AND TIME OF NEXT MEETING**

RESOLVED (20)

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

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