

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Virtual Parish Council Meeting held on Wednesday 2 December 2020, commencing at 6.30 p.m.

PRESENT: Councillors: M Sidebottom (Chairman), Y Butterworth, M Caygill, D Chorlton (from item 6), A Whittaker, N Williams (from item 6) and J Worthington.

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

1) APOLOGIES FOR ABSENCE

There were no apologies as all members were in attendance.

2) EXCLUSION OF PUBLIC AND PRESS

RESOLVED (1)

That the press and public be excluded from items 6a) and 8 on the agenda as they are commercially sensitive.

3) DECLARATIONS OF INTEREST

Councillors D Chorlton and M Sidebottom declared an 'other interest' in Item 12.

4) REPORTS FROM DMBC WARD COUNCILLORS/OFFICERS

Section 106 funding projects

The Clerk reported that the DMBC Officer responsible for the progression of the Section 106 funding projects stated that a new officer had been assigned to the Section 106 team due to the original officer transferring to Covid related work and a meeting was being arranged to discuss the projects .It was hoped that approval would be granted for notification at the January 2021 meeting however the approval process now required consideration by the Asset Board and this was lengthening the timescale for completion.

RESOLVED (2)

That DMBC's Finningley Ward Councillors are notified of the parish council's concerns in the delay being experienced in obtaining the required approval to progress the Section 106 projects and that they be asked to enquire as to the reasons for the delay and to seek assurances that the necessary approval will be obtained as soon as practicably possible.

5) MINUTES OF THE MEETINGS HELD ON 4 NOVEMBER 2020

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) Completion of annual servicing work at Kilham Hall Meeting Rooms

The electrical testing, security alarm and fire extinguisher servicing had all been completed along with the ventilation work to the handyman's store at a cost of £90. A replacement fire extinguisher had been needed for the storeroom at a cost of £54.51 +vat. A quotation of £35 + vat had been received for the replacement of a faulty emergency light above the entrance to the Meeting Rooms.

b) Collection of decorated stones for a Covid memorial

The Chairman reported that arrangements had been made with the school to notify parents of the parish council's idea to collect decorated stones as a memorial to the pandemic and that storage on the parish council's Kilham Hall Park site could be facilitated until such time as the stones could be displayed. The editor of the local magazine would be approached to include an item in the public news section free of charge to notify parents and residents of the arrangements.

c) Clerk's Vacancy

Signed:-----: Chairman

Date:-----:

A total of ten application forms had been issued and one returned to date. The arrangements for shortlisting and interviewing would be included on the January 2021 agenda.

d) Overhanging trees on east boundary at Kilham Hall Park

DMBC's Tree Officer had confirmed that there were no Tree Preservation Orders on trees on the east boundary of the park land.

e) Insurance cover for new equipment

The insurance provider had confirmed that items of equipment were included in the £27,500 contents provision which was deemed adequate for the total amount of items in this category.

f) Surplus Ink Cartridges

The Clerk reported that a set of ink cartridges for the old printer were now surplus and had a retail price of approximately £100 +vat.

g) Location of additional Christmas trees

The report from the DMBC Officer was still awaited and had been expected in time for the meeting.

RESOLVED (4)

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

b) That the quotation of £35 + vat for the replacement of the emergency light be agreed.

c) That the proposed arrangements for the collection of decorated stones as a Covid memorial are agreed and that a plastic storage box is purchased to store the stones until such time as they can be displayed.

d) That Auckley Parish Council is contacted to ascertain if the ink cartridges would be of use.

e) That the Clerk seeks information on the expected costs associated with the provision of new Christmas trees in order to consider the amount needed from reserves to progress the project.

7) REPORT FROM THE EXTERNAL AUDITOR RELATING TO THE 19/20 ACCOUNTS

Members had been provided with a copy of the report from the External Auditor which denoted there were no issues and the AGAR had been completed satisfactorily. The Clerk reported that it had been necessary to supply additional information relating to the increase in the precept and the insurance claim. The report had been uploaded to the website.

RESOLVED (5)

That the report is received and the Clerk thanked for the work undertaken.

8) ARRANGEMENTS FOR NEW PICNIC TABLES AND QUOTATION FOR A NEW BASE

Neither of the two original contractors that were approached for a quotation had provided one and two new contractors had been sought providing quotations of £680 and £650 + vat.

RESOLVED (6)

a) That DBS Construction be asked to supply a new concrete base at a cost of £650 + vat.

b) That the order is placed for the picnic tables when the date for the completion of the concrete base is known and the arrangements for the delivery of the benches is determined at the January 2021 meeting.

9) PURCHASE OF A SHREDDER AND LAMINATOR FOR THE COUNCIL OFFICE

RESOLVED (7)

That the cost of a shredder at £25+v at and a laminator costing £20.48 + vat be agreed.

10) DRAFT 2021/2022 BUDGET

Consideration was given to the first draft budget prepared by the Clerk which included additional insurance cover for the planned MUGA, the Clerk's gratuity payment and a provisional amount of £7k towards the cost of additional illuminated Christmas trees.

RESOLVED (8)

That the contents of the draft budget be noted and the final budget be approved at the January 2021 meeting,

11) ITEMS RAISED BY MEMBERS OF THE PUBLIC

No members of the public were in attendance and no communications had been received.

12) KILHAM HALL MANAGEMENT COMMITTEE REPORT

Signed:-----: Chairman

Date:-----:

Councillor Sidebottom reported that the Annual General Meeting had been held in November and that there had been no change to the Chairman, Secretary and Treasurer but two new members had joined the committee. Whilst some classes had been lost due to the pandemic for a variety of reasons the bank balance was still not a concern due to the £10k grant received. The dance class was returning and had booked additional sessions in December and other classes would resume in January 2021.

RESOLVED (9)

That the report is received and the members of the committee thanked for the work undertaken.

13) KILHAM HALL PARK/MEETING ROOMS AND GARDEN ISSUES

a) Playground inspection report

DMBC had carried out a full inspection and had not reported any items of concern and would continue to monitor the condition of the swing with a split seat.

b) Servicing of gardening equipment

The annual service was due and items would be taken on 21 December 2020.

c) Request for a mobile coffee bar to use Kilham Hall Car Park

A request had been received from the owner of a mobile coffee bar to site the vehicle on Kilham Hall car park to serve users of Kilham Hall Park with refreshments. A copy of the hire policy had been issued and a request for insurance details had been made but no response had been received.

RESOLVED (10)

a) That the playground inspection report is received and the contents noted.

b) That the servicing of the gardening equipment be arranged in line with that of previous years.

c) That the request to site a mobile coffee bar on Kilham Hall car park is agreed subject to meeting the requirements of the hire policy.

14) PLANNING MATTERS

The following new planning applications were considered:

20/02991/FUL 4 Badgers Holt	Erection of single rear storey extension and division of garage to form a playroom.	No comments
20/03009/FUL Yorkshire Wildlife Park	Vary conditions for temporary nature to permanent and tents only to motorhomes and caravans	No comments
20/03108/FUL 20/03109/LBC Cantley Mill	Conversion and extension of Grade II listed building to form a dwelling	Comments
20/00469/FUL 9 The Close	Amendment to original application for 2 new dwellings and replacement of existing dwelling	Comments

Councillor Worthington requested that her concerns be recorded in respect of application 20/03009/FUL relating to the temporary site being made a permanent site.

RESOLVED (11)

a) That no objections be raised in respect of application 20/03108/FUL but comments be submitted stating concerns relating to the impact on the B1396 due to additional traffic.

b) That whilst the concerns relating to application 20/00469/FUL were still applicable the reduction in the number of proposed dwellings be welcomed.

15) AUTHORISATION OF BANK PAYMENTS

Consideration was given to the schedule of payments for signature.

RESOLVED (12)

That the following payments made are duly authorised:

20/065	Clerk (November salary)	£ 727.48
20/066	PFK Littlejohn LLP (2019/20 external audit)	£ 240.00
20/067	Clerk (reimbursement for ink cartridges)	£ 97.75
20/068	Clerk (Zoom subscription 26/10/20 – 25/11/20)	£ 14.39
20/069	SLCC (Annual membership fee)	£ 140.00
20/070	Clerk (reimbursement for shredder)	£ 30.00
20/071	DMBC (3 rd quarter green waste collection)	£ 184.00
20/072	DMBC (hedge cut)	£ 420.00
20/073	DMBC (Quarter 2 emptying dog litter bins in parish)	£ 112.00

Signed:-----: Chairman

Date:-----:

20/074	Metro Locksmith (security alarm service)	£ 87.00
20/075	Glendale (grass cutting 2 & 23//10)	£ 87.31

16) WEBSITE UPDATES

RESOLVED (13)

That the webmaster is asked to include a link to South Yorkshire Passenger Transport information for the latest public transport information to be obtained.

17) HIGHWAY MATTERS FOR CONSIDERATION BY DMBC

Councillor Whittaker agreed to report an amount of fly tipping adjacent to open land on Doncaster Road.

18) POLICE ISSUESCrime reports

The crime report for October 2020 was circulated and the reduction in the number of crimes noted.

19) DMBC PUBLIC RIGHTS OF WAY MEETINGS

Notification had been received from DMBC to seek views on whether virtual PROW meetings should be commenced and that any information sought was available from DMBC's PROW team.

RESOLVED (14)

That the information is noted.

20) REPORTS FROM MEETINGS/TRAINING ATTENDEDa) Igas meeting – 5 November 2020

Councillor Worthington had circulated the minutes of the meeting that denoted the purpose of the meeting was to discuss a further planning application to extend the exploratory drilling work at the first well for a further three years as permission had only been granted to November 2020.

b) YLCA Councillors Discussion Forum – 26 November 2020

Councillor Worthington reported that the meeting had mainly focused on employment issues rather than any wider strategic matters.

RESOLVED (15)

That Councillor Worthington is thanked for attending the meetings and the information provided)

21) ITEMS OF CORRESPONDENCE

Correspondence denoted on the agenda was duly considered including the availability of YLCA training events, White Rose weekly updates dated 6 and 20 November 2020 and promotional materials for the local council elections in May 2021 from NALC.

RESOLVED (16)

That the correspondence be received and noted.

22) DATE AND TIME OF NEXT MEETING

RESOLVED (17)

That the next meeting is held remotely on Wednesday 6 January 2021 commencing at 6.30 pm.

Signed:-----: Chairman

Date:-----: