

**CANTLEY WITH BRANTON PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council held on Wednesday 5 February 2014 at Kilham Hall commencing at 7.00 p.m.**

**PRESENT:** Councillors J Worthington (Chair), G Warrender (Vice-Chair), B Cheetham, M Sidebottom and N Williams

**IN ATTENDANCE:** J A Staniforth (Clerk to the Council), J Rodgers (DMBC Well Being Officer for Item 1) and 3 Members of the Public.

Two residents from a property on Whiphill Top Lane explained the difficulties that were being experienced with vehicular access onto Whiphill Top Lane from their property due to the height of a hedge at a neighbouring property and the speeding traffic. The residents had discussed the matter with the owner of the adjacent property after discovering the deeds of the property stated the hedge should be no more than one metre high but the occupants were unwilling to lower the height of the hedge. The Clerk reported that the matter had been referred to DMBC Highways Department who had viewed the hedge but could not take any action as it did not overhang the highway. A High Hedges Policy was in place and advice could be sought from the DMBC Tree Officers on this. The residents also enquired as to the appearance of one of the shrubs in the Rose Garden and it was explained a contractor had been asked to reduce the size of the shrub but the work could not be completed until new growth had appeared and it was assumed the contractor would return to complete the work in the Spring.

A resident enquired as to whether the parish council meeting date/time could be revised to enable the hall to be available for activities as there was a demand for a Zumba class on Wednesday evenings but it was not possible to run a weekly class due to the hall not being available for one Wednesday each month. The Chair explained that there was a necessity to hold a monthly meeting, the details of which were contained within the Council's Standing Orders and to change the date would not be convenient for members of the Council or the Clerk due to commitments on other evenings. The hall could be available up to 6.45 pm on a Wednesday. Consideration was being given to the current facilities at the hall and whether these could be improved but this would be a long term project.

**1) INFORMATION FROM DMBC WELL BEING OFFICER**

The Well Being Officer explained that her role was to support individuals and groups that had a low level need by providing access to existing groups and services for individuals and to provide support to voluntary groups including the making of some funding available. It was felt that changes to social care provision would mean an increased role for the service and new groups were being established known as Positive Action Groups to underpin provision.

Details of the new 'power switch' initiative were outlined and members explained that the short timescale available prevented effective advertising.

RESOLVED (1)

That the information be received and the Officer is thanked for the information provided.

**2) APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Y Butterworth and B Fussey.

RESOLVED (2)

That the apologies of Councillors Y Butterworth and B Fussey be received and accepted.

**3) DECLARATIONS OF OTHER DISCLOSABLE INTERESTS/AMENDMENTS TO MEMBERS REGISTER OF INTEREST FORMS**

The following declaration of interest was made: Councillor M Sidebottom for item 9. There were no amendments to the completed register of interest forms.

**4) REPORT FROM THE COMMUNITY POLICING TEAM**

The Clerk reported the receipt of the December report relating to the South West SNT denoting the holding of the next PACT meeting at Kilham Hall on 18 February 2014 from 10.30 am, the booking Clerk

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had been made aware of this. On enquiring about a December newsletter for the Airport Villages the Neighbourhood Team had stated that only one newsletter was now being produced. Members reported that a burglary had occurred recently on Kingsmead Avenue.

RESOLVED (3)

That the information be received and noted.

**5) REPORT FROM DMBC WARD COUNCILLORS**

No Ward Councillors were in attendance and no response had been received to the notification of the meeting.

**6) MINUTES OF THE MEETINGS HELD ON 6 JANUARY 2014**

RESOLVED (4)

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

**7) CLERK’S REPORT ON ACTION ARISING FROM THE PREVIOUS MEETING**

Consideration was given to the written report provided by the Clerk relating to actions required from the previous meeting. The Clerk reported there were no outstanding items other than a response was awaited from DMBC regarding the molehills to the rear of the Poppyfields Development. An enquiry was made regarding the Section 106 funding for the zebra crossing and the Clerk reported that 32 dwellings had to be built before any funding was available and it was thought around 18 had been built to date. The planning officer had confirmed that a notice had been placed at the entrance to the land off New Road but no response had been received and it was thought that activity had ceased. Members reported that a vehicle had been observed there on 3 February 2014. There had been no response to the letter of 18 December regarding additional costs for the sewer connection but the parish council had not responded to the letter. It was thought that GNE had not returned the key to the access gate.

RESOLVED (5)

- a) That the information be received and noted.
- b) That review of the number of properties being constructed at the Woodlands Walk development is provided for the next meeting.
- c) That GNE is asked to return the key for the vehicular access gate at the recreation ground.

**8) ISSUES RAISED BY THE PUBLIC**

RESOLVED (6)

- a) That the DMBC Tree Officer is contacted regarding the High Hedge Policy and the matter is referred to the police Safer Neighbourhood Team.
- b) That consideration is given to completing the maintenance of the shrub in the Rose Garden in Spring.

**9) KILHAM HALL MANAGEMENT COMMITTEE REPORT**

Councillor Fussey had informed the Clerk that the current balance was £17,286.90. Councillor Sidebottom reported that no Management Committee meeting had taken place since the last meeting and any views regarding the extension of the hall would be reported to the next meeting. The information received from RAY on child protection had been circulated to members of the Management Committee.

RESOLVED (7)

That the information be received and duly noted.

**10) SALE OF KLARGESTER UNIT AND DISCONNECTION REQUIREMENTS**

The Clerk reported that a second enquiry had been received but this had not been pursued. It was reported that there was still interest from the first enquiry and it was hoped that arrangements would be made to view the Unit sometime around Easter.

RESOLVED (8)

That the information is received and that further consideration is given to the disconnection requirements when the outcome of a possible purchase is known.

**11) RECREATION GROUND, COMMUNITY AND GARDEN MATTERS**

- a) Purchase of New Bulbs for Christmas Lights

The Clerk reported that the quotation/specification from Bawtry Electrical Services was still awaited and it had not been possible to contact Rosedale Lighting.

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b) Quotation for Maintenance Work to Garden Machinery Arising from the Annual Service  
Information from Branton Farm Nurseries relating to the poor condition of the lawnmower had been circulated and was considered.

RESOLVED (9)

- a) That the cost and specification for new bulbs is sought from Bawtry Electrical Services and Rosedale Lighting and these are considered when available.
- b) That the cost of a new lawnmower is sought from Torne Valley and considered at the next meeting.

**12) HIGHWAY MATTERS**

The following matter was raised:

- The parking of a building contractor van on the grass verge outside a property on Langton Gardens
- The parking of a vehicle with advertisements on the grass verge adjacent to the Warning Tongue Lane roundabout.
- The expected development of a new sewerage system from Rossington across Yorkshire Wildlife Park to the sewerage treatment plant in Branton.

RESOLVED (10)

- a) That the issues are reported to DMBC Neighbourhood Team/Safer Neighbourhood Team as necessary and appropriate action requested.
- b) That DMBC’s Planning and Highways Departments are contacted for advice regarding advertising material on the highway and the danger created by the vehicle accessing the area which is currently used by young people walking to and from school.

**13) PLANNING MATTERS**

There were no new planning applications to consider at this meeting and the only decisions were the granting of applications 13/01357/CAC and 13/01359/FUL relating to the demolition and erection of a bungalow at Birchwood Court.

**14) APPOINTMENT OF AN INTERNAL AUDITOR FOR 2013/14**

The Clerk reported that C Wellings had quoted a rate of £12.50 per hour with an expectation of around five hours work involved.

RESOLVED (11)

That C Wellings be appointed as the Internal Auditor for the 2013/14 accounts.

**15) UPDATED STANDING ORDERS**

Consideration was given to the draft Standing Orders that had been reviewed by two members of the Council and circulated to members in advance of the meeting.

RESOLVED (12)

That the draft Standing Orders be adopted with immediate effect.

**16) THIRD QUARTER BUDGET MONITORING REPORT**

Consideration was given to the report and the Clerk reported all expenditure was in line with predictions other than the agreed additional expenditure incurred for the sewer connection.

RESOLVED (13)

That the report be received and the information is noted.

**17) THIRD QUARTER BANK RECONCILIATION**

Consideration was given to the bank reconciliation denoting a balance of £22,590.73 which included £5.35 bank interest. The Clerk explained that the current balance was £25,762.80 following repayment of VAT amounting to £3,432.23 and the receipt of £450 for the sale of the three laptops.

RESOLVED (14)

That the bank reconciliation be received and duly authorised.

**18) WEBSITE AND APPOINTMENT OF NEW WEBMASTER**

Discussion took place on the alternatives available for maintenance of the website as Mat and Mouse had quoted a monthly fee with additional costs for any other work and the current operative the same price as in previous years but there was now the additional cost of hosting to be paid for. It was

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suggested that the Clerk considers receiving training to upload the agenda and minutes and a contractor is sought for more complex procedures.

RESOLVED (15)

That the Clerk is appraised of the work involved in uploading the agenda and minutes by the Chairman and further consideration is given to the matter at the next meeting.

#### **19) MARCH 2014 NEWSLETTER**

Councillor Sidebottom withdrew from the meeting during consideration of this item.

Consideration was given to the draft newsletter circulated with the agenda which included information on the 2014/15 precept, parking on grass verges, concern over speeding traffic, a review of the Christmas Carol Singing and wished everyone a Happy Easter.

RESOLVED (16)

That the newsletter is approved for publication in the Branton and Auckley Arrow and on the website.

#### **20) REPORT ON CHAIRMANSHIP TRAINING**

A copy of a written report compiled by the Chairman and circulated with the agenda was considered.

RESOLVED (17)

That the information be received and noted.

#### **21) AUTHORISATION OF DIRECT BANK PAYMENTS**

RESOLVED (18)

That the following payments be duly authorised.

D/13/76	Clerk	January 14 salary	£507.68
D/13/77	Clerk	Stationery	£13.34
D/13/78	Branton Farm Nursery	Winter pansies foplinths	£16.00
D/13/79	Auckley Parish Council	Shared cost of Clerk's H&S Training	£15.00
D/13/80	YHN Ltd	Hosting and website domain	£58.14

#### **22) DMBC CONSULTATIONS**

##### Proposed Reduction to Speed Limit on Cantley Lane/ Review of Rights of Way Improvement Plan

Consideration was given to the information provided and it was noted that one of the entrances to the Hatfield Moor was from the public car park at Boston Park Farm which was within the parish.

RESOLVED (19)

a) That the information is received and noted.

b) That DMBC is notified that the proposal to reduce the speed limit on Cantley Lane is supported.

#### **23) ITEMS OF CORRESPONDENCE**

Consideration was given to correspondence outlined on the agenda and the following which was circulated at the meeting: DMBC Libraries - dates for public consultation meetings, DMBC Neighbourhood Energy Champions initiative, YLCA notification that the requirement to hold a referendum if precepts were increased by more than 2% did not extend to local councils for 2014/15 and the latest newsletter from the SY Fire and Rescue Service. The Clerk explained that the guidance from DCLG on bin collections was mainly for District Councils to advise on the frequency of collections.

RESOLVED (20)

That the correspondence be received and noted.

#### **24) DATE AND TIME OF NEXT MEETING**

RESOLVED (21)

That the next meeting be held on Wednesday 5 March 2014 commencing at the 7.00 pm at Kilham Hall.

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