

**CANTLEY WITH BRANTON PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council held on Wednesday 3 December 2014 at Kilham Hall commencing at 7.00 p.m.**

**PRESENT:** Councillors J Worthington (Chair), G Warrender (Vice-Chair), Y Butterworth, B Cheetham and M Sidebottom.

**IN ATTENDANCE:** J A Staniforth (Clerk to the Council) and four members of the public.

Three members of the public attended to express concerns over noise levels at the Yorkshire Wildlife Park emanating from a range of events taking place late into the evenings. The residents reported that DMBC's Environmental Services Department had been contacted on an occasion when loud music had been heard close to midnight and it had been determined that the noise level breached the standards laid down. The provision of monitoring equipment had been suggested by DMBC but none had been provided. Concerns were also raised that during summer months the public address system was loud and adversely affected residents and that new buildings were in closer proximity to residential properties than had previously been envisaged. Discussion took place as to whether a long term plan was in place and what other developments were planned. It was noted that whilst residents at the Poppyfields Development had been issued with information and complimentary tickets to events no similar notification had been issued to residents for Willow Glen and no communication had been received. One member of the public had attended to thank the parish council for its support in opposing a planning application relating to Greenacres on Doncaster Road.

**1) APOLOGIES FOR ABSENCE**

Apologies had been received from Councillor B Fussey.

RESOLVED (1)

That the apology be accepted and duly recorded.

**2) DECLARATIONS OF OTHER DISCLOSABLE INTERESTS AND UPDATE OF INTERESTS**

M Sidebottom declared a disclosable other interest in respect of Item 8. No changes to the Register of Interests were reported.

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

The November report for the airport villages had not been received.

**4) REPORT FROM DMBC WARD COUNCILLORS**

Councillor Schofield had sent her apologies and no other councillors were in attendance.

**5) MINUTES OF THE MEETING HELD ON 5 NOVEMBER 2014**

RESOLVED (2)

That the minutes of the Parish Council Meetings 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.

The Clerk reported that four of the six showers had been purchased giving total receipts of £284.90. There had been several enquiries regarding the benching but no offers had been received. The Handyman had requested that one section be retained for use in his store and Councillor Sidebottom suggested that some of the benching could be utilised in Killham Hall as part of future adaptations to the building. One of the four contractors asked to tender for the conversion of the Changing Room building had declined. There was still no response to the enquiry as to whether any planning consent was required for the conversion work and the matter had been raised with the DMBC's Head of Development Services who had indicated that it was unlikely that any formal planning consent would be needed.

An enquiry had been made regarding the police notices on New Road but the response received was that these had been placed by the Road Policing Group and the Safer Neighbourhood Team had no

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

responsibility for the timescale of display. The re-seeding of the grass verges on Doncaster Road would be delayed until the Spring. A resident had reported damage to a grass verge on Milton Road due to building work taking place at a property and the matter had been referred to DMBC who had agreed to carry out an inspection.

DMBC had confirmed that normal household waste could be disposed of in the green waste container but no building rubble must be included.

An update on the possible sale of the Klargester Unit was requested and the Clerk reported that there had been no further response from the possible purchaser.

RESOLVED (3)

- a) That the update on action from the previous meeting be received and noted.
- b) That the Police Safer Neighbourhood Team is asked to pursue the enquiry relating to the timescale for the removal of notices placed on New Road relating to an accident in April 2014.
- c) That Councillor Schofield is asked to pursue the enquiry as to whether any formal planning consent is required for the conversion of the Changing Room building to a meeting room.
- d) That any surplus wooden benching be donated to Kilham Hall.
- e) That the possible purchaser of the Klargester Unit is contacted to enquire as to whether the sale was to be pursued.

## 7) ITEMS RAISED BY THE PUBLIC

RESOLVED (4)

That the concerns raised by residents regarding unacceptable noise levels from Yorkshire Wildlife Park are referred to the Wildlife Park, DMBC's Environmental Services and Planning Departments for a response including enquiries to ascertain that all necessary licences and permissions are in place for the events taking place .

## 8) KILHAM HALL MANAGEMENT COMMITTEE REPORT

Councillor Sidebottom reported that there had been no general meeting of the Kilham Hall Management Committee since the last parish council meeting but a special meeting had taken place to discuss adaptations to the hall and agreement had been reached on the provision of new store cupboards and concertina doors to the meeting room which would facilitate more space for the main hall as and when needed. This would enable one of the meeting room windows to be made available for the new meeting room. Arrangements were being made to secure quotes from four building contractors.

RESOLVED (5)

That the information be received and duly noted.

## 9) QUOTATION FOR REPLACEMENT FENCING POSTS AT DONCASTER ROAD GARDEN

Following a site visit by the Chairman, Clerk and Need a Hand it was confirmed that the concrete fencing posts were in need of replacement as sections had worn away and were no longer secure. Need a Hand provided a quotation to undertake the work in order for new fence panels to be purchased.

RESOLVED (6)

That a second quotation is sought from C& A Landscapes for consideration at the next meeting.

## 10) RECREATION GROUND AND GARDEN ISSUES

### a) Playground Inspection Report for October 2014

Consideration was given to the report that had been circulated to all members in advance of the meeting. There were no issues arising from the report.

### b) Repair/Replacement of Alpina Strimmer

The garden strimmer had ceased to function due to the engine seizing and the cost of repair would be in the region of £300 which was equivalent to the purchase of a new model. The handyman had discussed this with the Garden Centre and was happy with the model suggested as being the one nearest to the current model but an improved specification at a cost of £349.

### c) Purchase of New Edging Shears

The edging shears had broken and a replacement would cost £20.

RESOLVED (7)

- a) That the receipt of the latest playground inspection report is duly noted.
- b) That a replacement hedge trimmer is purchased at a cost not exceeding £350 and a request is made for new edging shears to be provided free of charge with the purchase of the new strimmer.

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**11) PLANNING MATTERS**

There were no new applications to consider and decisions relating to two previous applications for tree maintenance were noted.

**12) HIGHWAY MATTERS**

The following issues were raised:

- Unlit streets lights for a number of weeks on Milton Road.
- Dog Fouling on Doncaster Road, Valley Drive and the junction of Kilham Lane and Whiphill Top Lane.
- Overhanging vegetation along footpath on the east side of the motorway bridge.
- Litter in the lay-by on Gatewood Lane.

RESOLVED (8)

That the issues be reported to the relevant departments of Doncaster Council.

**13) CHRISTMAS CAROL SINGING FINAL ARRANGEMENTS**

Councillor Sidebottom circulated a copy of the final programme which confirmed that the proceeds of the raffle would again be donated to the Harry Matthews Bowel Transplant Fund.

It was noted that tree used for the Christmas lighting on Doncaster Road was becoming unsuitable as it was only possible to trim the branches slightly without damaging the tree.

RESOLVED (9)

- a) That the final details of the Christmas Carol Singing be noted.
- b) That consideration be given to a replacement Christmas tree at the next meeting.

**14) APPOINTMENT OF AN INTERNAL AUDITOR FOR 2014/15**

The Clerk confirmed that C Wellings was willing to undertake the audit again this year for a similar fee to that of the previous year.

RESOLVED (10)

That C Wellings be confirmed as the internal auditor for the 2014/15 accounts.

**15) BUDGET PREPARATION FOR 2015/16**

The Clerk reported that the 2014/15 pay award had now been received and it was assumed that this also covered 2015/16. Details of grass cutting costs had also been received. It was confirmed that the major development would be the conversion of changing room building to a meeting room and all available resources would be used towards the completion of this. A second quotation for the cost of replacing the net bridge at the play area had been obtained from Online Playgrounds at a total cost of £1,260 + vat.

RESOLVED (11)

That the Clerk provides a draft budget plan for consideration at the next meeting.

**16) ISSUES ARISING FROM MEETINGS HELD ON 20 NOVEMBER 2014**

No further information had been received regarding the outcome of the meeting relating to the provision of a zebra crossing on Doncaster Road or the planning issue relating to the development to the rear of 1 Wood View which was now a matter for residents and DMBC.

RESOLVED (12)

That a response is sought from DMBC regarding the request to DMBC to vary the Section 106 Agreement in order to provide a zebra crossing on Doncaster Road.

**17) WEBSITE MATTERS**

The webmaster had not uploaded the agenda on time due to a family bereavement and members reported that the October minutes that had been forwarded for uploaded were an incomplete set and required replacing.

RESOLVED (13)

That the Clerk arranges for the replacement of the October 2014 minutes and the timing of the uploading of information to the website is monitored.

**18) AUTHORISATION OF BANK PAYMENTS**

Consideration was given to the schedule of payments for signature.

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D/14/62	Clerk	November Salary	£509.48
D/14/63	Handyman	Petrol for garden machinery	£7.50
D/14/64	Blyth Pest Control	Mole eradication	£70.00
D/14/65	Branton Farm Nursery	Pansies for new planters	£14.00
D/14/66	DMBC	Hedge cut at Kilham Lane Ground	£375.00
D/14/67	Embrace Middle East	Donation in lieu of carol sheets	£15.00
D/14/68	Clerk	Stationery	£12.03
D/14/69	Veolia	Grass cutting 3 & 17 Oct 14	£73.13
D/14/70	South Anston Fire	Annual fire extinguisher service	£63.60
D/14/71	Branton Farm Nursery	Plants for plinths	£12.00
D/14/72	Branton Farm Nursery	2 x Mole repellent plants	£10.00

RESOLVED (14)

That the payments made are duly authorised.

## 19) DISCUSSION ON CODE OF CONDUCT MATTERS

RESOLVED (15)

That the item be deferred to the next meeting and that information is included with the agenda on the principles of the Code in order to progress the discussion.

## 20) ITEMS OF CORRESPONDENCE

Consideration was given to items of correspondence denoted on the agenda and the following additional items: PCJCC draft minutes, new salary scales and SYPTE Christmas bus time table. The appointment of representatives to DMBC's Audit Monitoring Committee was raised as it was believed that representatives nominated originally by parish/town councils to DMBC's Standards Committee for Parish Councils had been appointed to the Audit Monitoring Committee with no referral back to parish /town councils.

RESOLVED (16)

a) That the items of correspondence denoted on the agenda and the additional items including the revised pay scales, letter from Wentworth Residents Association regarding training members of the public on the usage of speed guns, Yorkshire Water on locating private pumping stations and refund of £50 from Dickinson Wood solicitors be received and duly noted.

b) That DMBC is asked as to the procedure for the appointment of parish council members to DMBC's Audit Monitoring Committee and why parish councils had not been consulted regarding the appointment of members to the Audit Committee when they had been consulted when appointing the parish councillors to the Standards Committee.

## 21) DATE AND TIME OF NEXT MEETING

RESOLVED (17)

That the next meeting be held on Wednesday 7 January 2015 at 7.00 pm at Kilham Hall.

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