

**CANTLEY WITH BRANTON PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council held on Wednesday 4 March 2015 at Kilham Hall commencing immediately after the Annual Parish Meeting.**

**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), Councillor R A Jones and three members of the public.

Two members of the public attending on behalf of the Plymouth Brethren Christian Church confirmed that collection of the surplus benches would be arranged in the near future and paid the agreed sum of £50. Further to discussion at the last meeting the two representatives reported that the offer to create a community facility on land to the rear of the property Greenacres adjacent to the public footpath had been discussed with the Christian Community who had suggested that the land (approximately half an acre) be donated to the parish council along with a donation of up to £10k for the provision of play equipment.

Members of the parish council enquired as to whether there was any progress with the planning application for Greenacres but the representatives stated there was no further update.

**1) APOLOGIES FOR ABSENCE**

Apologies had been received from Councillor N Williams

RESOLVED (1)

That the apology be accepted and duly recorded.

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

Councillor Sidebottom declared a disclosable other interest in Item 11. No changes to the Register of Interests were reported.

**3) EXCLUSION OF THE PUBLIC AND PRESS**

RESOLVED (2)

That in accordance with the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded during consideration of Item 22.

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

The January report for the airport villages had been received denoting two house burglaries, one vehicle theft, one vehicle damage and interference with a vehicle in Branton. The February report was awaited.

**5) REPORT FROM DMBC WARD COUNCILLORS**

Councillor Jones reported that at the recent YLCA South Yorkshire branch meeting attended by the Police Commissioner a commitment had been given to neighbourhood policing and each area would again have an assigned police officer. A new awards scheme to replace 'Quality Council' status was being introduced with three separate levels where only the highest level required a detailed independent assessment process.

A new DMBC Neighbourhood Manager had been appointed but the Neighbourhood Officer would be unchanged.

With regard to the proposed zebra crossing on Doncaster Road Councillor Jones explained that he had discussed the location with DMBC Highway Officers in order to maintain all the existing safe crossing points in addition to the provision of a zebra crossing. Parish Councillors expressed concern they had not been consulted and it was assumed the location of the crossing was as agreed at the previous site meeting.

Support measures for an elderly resident in an upstairs St Leger Homes property on Valley Drive was being arranged.

RESOLVED (3)

That Councillor Jones is thanked for his attendance and the information provided.

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

**6) MINUTES OF THE MEETING HELD ON 4 FEBRUARY 2015**

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 report provided by the Clerk relating to actions required from the previous meeting that had been circulated.

No response had been provided as to whether a letter was to be sent to a property on Valley Drive regarding driving over the pavement and grass verge and thereby damaging the grass verge and creating a danger to the public. The Neighbourhood Officer had confirmed that any incidents of dangerous driving should be referred to the police. A response had been received from Carillion Construction stating that grants were not available but that construction materials could be provided.

All other action from the previous meeting had been completed.

RESOLVED (5)

a) That the update on action from the previous meeting be received and noted.

b) That in the event of no response from the Highways Officer regarding a vehicle driving over the grass verge at Valley Drive the matter be referred to the Ward Councillors.

**8) PROGRESSION OF ZEBRA CROSSING ON DONCASTER ROAD**

Discussion took place on the response that had been received from the Highway Officer who had undertaken the site visit denoting that it was felt prudent to undertake another traffic survey when the new developments had been completed as this would give a better indication of the most appropriate location for the crossing. The Clerk reported that the Highways Department had been contacted for clarification as to whether the crossing could be provided in the near future and the response had been that the crossing could be provided but that once in situ it would not be possible to change the location should a more appropriate one be deemed suitable. As a sum of around £100k was available members considered whether a pelican crossing would be more beneficial.

RESOLVED (6)

a) That as the location of the new developments were known and that the commercial premises were expected to commence trading in June 2015, a site meeting be requested as soon as possible to agree the location of the crossing and that it be provided as soon as practicably possible.

b) That DMBC is asked to consider providing a pelican crossing as sufficient funding was available.

**9) ITEMS RAISED BY THE PUBLIC**

RESOLVED (7)

That the proposal to donate an area of land for community use be considered at a future meeting when the new council is in situ.

**10) UPDATE OF THE AGREED TENDER FOR CONVERSION OF CHANGING ROOM BUILDING**

Information relating to the breakdown of the costs involved with the conversion were circulated including the deposit of £7,800 which was required. Details of possible grant funding was discussed.

RESOLVED (8)

a) That the building contractor is asked how long the quotation would be valid for and the latest start date that would be available.

b) That a funding bid to Derbyshire Environmental Trust is submitted for the balance of the funding needed to complete the project.

**11) KILHAM HALL MANAGEMENT COMMITTEE REPORT AND UPDATE ON THE AMENDMENT TO THE TRUST DEED**

Councillor Sidebottom reported that quotations were being sought for the building work to enlarge the main hall. The Clerk reported that the Charity Commission had acknowledged that the advice regarding charitable donations based on the 'Objects' of the Trust Deed was incorrect and that it had quoted the 'Objects' of a registered charity named Kilham Hall in East Yorkshire. Advice was therefore awaited as to whether the Charity Commission would agree to the 'Objects' being amended. Section 20 of the Trust Deed provided for amendments to the Trust Deed by resolution at an Annual General Meeting or an Extraordinary General Meeting convened for that purpose.

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

**RESOLVED (9)**

That the report is received and duly noted and update is provided at the next meeting.

**12) RECREATION GROUND AND GARDEN ISSUES**a) Replacement of shrubs in the Rose Garden

It was reported that some of the original shrubs were in a poor condition and may need replacing at a future date.

b) Playground Inspection report

The latest inspection report was considered which recommended the replacement of one of the flat swing seats at a cost of £110.

c) Disconnection of the Klargester Unit.

Advice had been received from the Environment Agency that officers were not aware of any regulations that needed to be adhered to other than the area could not be filled with waste or any hazardous substances.

d) Wooden Fencing Maintenance

A supply of fence preservative was now surplus and could be used on other areas of fencing. It was noted that the closing mechanism on the side gate to the hall required repair or replacement.

**RESOLVED (10)**

a) That the replacement of any shrubs in the Rose Garden be deferred to the Autumn.

b) That the replacement of a flat swing seat be agreed at a cost of £110.

c) That the Environment Agency is asked to supply details of any local contractors who could complete the work to de-commission the Klargester Unit.

d) That any fencing maintenance is deferred until the Autumn.

e) That the Handyman is asked to repair the side gate attached to the hall if possible.

**13) QUOTATIONS FOR PLANTING A REPLACEMENT CHRISTMAS TREE**

DMBC had quoted £118 for supplying a suitable tree 1.7-2m high and £80 to plant the tree other quotations of £550 and £640 had been received

**RESOLVED (11)**

That DMBC is asked to supply and plant a suitable Christmas tree for the displaying of Christmas lights when fully grown and to remove the existing tree when this was no longer required.

**14) PLANNING MATTERS**

The following applications were considered and decisions relating to previous applications were reported.

15/00023/FUL Rear of 2 Plantation Ave	Amended plans for erection of detached house	No comments
15/00320/FUL, Corner House, Whiphill Top Lane	Front porch extension + 2 storey rear extensions and garage	No comments
15/00313/FUL 31 Warning Tongue Lane	Erection of detached house following demolition of bungalow	Comments
15/00286/FUL 30 Warrington Drive	Conversion of attic + installation of dormer windows to create habitable accommodation	No comments

**RESOLVED (12)**

a) That comments be submitted in respect of application 15/00313/FUL supporting the proposals submitted by a resident of Birchwood Dell.

b) That the decisions reached since the last meeting are duly noted.

**15) HIGHWAY MATTERS**

The following issues were raised:

- Inconsiderate parking on Valley Drive at the beginning and end of the school day.
- Condition of grass verges on Chapel Lane, outside Badgers Holt and Branton Farm Nursery
- Tyres left on Gatwood Lane

Correspondence with the MP regarding surface water on School Lane at Old Cantley was considered and that DMBC had agreed to undertake road repairs in the next financial year .

**RESOLVED (13)**

a) That a letter be sent to the Head Teacher of St Wilfrid's School requesting a letter be sent to parents of pupils at the school to reinforce previous requests that cars do not block resident's driveways or park on the pavement when delivering or collecting pupils to and from school.

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

- b) That the condition of grass verges at the locations identified be referred to DMBC.  
 c) That the correspondence and responses relating to flooding on School Lane is noted.

**16) 2015/16 RISK ASSESSMENT DOCUMENT/EFFECTIVENESS OF INTERNAL CONTROL**

Consideration was given to the updated draft Risk Assessment document for 2015/16 and a review of the effectiveness of the current financial procedures was undertaken in conjunction with this.

RESOLVED (14)

- a) That the updated Risk Assessment be agreed and the effectiveness of current procedures be agreed as secure.  
 b) That the fidelity guarantee of £250,000 far exceeds the current reserves and annual precept.

**17) ASSET REGISTER AS AT 31 MARCH 2015**

RESOLVED (15)

That the Asset Register to 31 March 2015 is agreed.

**18) WEBSITE MATTERS**

There were no matters to raise under this item.

**19) AUTHORISATION OF BANK PAYMENTS**

Consideration was given to the schedule of payments for signature.

D/14/84	Clerk	February Salary	£519.82
D/14/85	YHN Ltd.	Website hosting fee	£58.14
D/14/86	YLCA	Clerk's Course	£40.00
D/14/87	DMBC	Emptying litter bins	£74.16
D/14/88	Clerk	March Salary	£518.70
D14/89	Clerk	Postage Jan – Mar	£5.84
D14/90	Branton Farm Nursery	Servicing equipment + New shears	£124.00
D14/91	DMBC	Emptying green waste in Jan 15	£17.54
D14/92	Arrow Publications	March Newsletter	£66.00

RESOLVED (16)

That the payments made or to be made during March 2015 are duly authorised.

**20) ITEMS OF CORRESPONDENCE**

Consideration was given to items of correspondence denoted on the agenda and the following additional items: Yorkshire Passenger Transport: New public transport information, timetable and ticket options and following the YCLA South Yorkshire branch meeting a letter from South Yorkshire Police on securing the future of neighbourhood policing.

RESOLVED (17)

- a) That the correspondence is received and duly noted.  
 b) That the survey from Sapporo University is completed.

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

RESOLVED (18)

- a) That the next meeting be held on Wednesday 1 April 2015 at 7.00 pm at Kilham Hall.

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