

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on Wednesday 20 May 2015 at Kilham Hall commencing at 7.00 p.m.

PRESENT: Councillors J Worthington (Chair), M Caygill (From item 4), D Chorlton, M Sidebottom, G Warrender and N Williams (From Item 4)

IN ATTENDANCE: J A Staniforth (Clerk to the Council) and 1 Member of the public.

The member of the public enquired as to whether the speed detection equipment that had been purchased jointly by DMBC and parish councils was still being used.

1) ELECTION OF CHAIRMAN AND DECLARATIONS OF ACCEPTANCE OF OFFICE

Councillor J Worthington was proposed and seconded as Chair

RESOLVED (1)

- a) That Councillor J Worthington is elected as Chairman for the ensuing year and duly signed the Declaration of Acceptance of Office.
- b) That it be confirmed that all members elected have duly signed the Declaration of Acceptance of Office form prior to the meeting commencing.
- c) That Mr David Chorlton is welcomed to his first meeting as a newly elected member of the council.

2) ELECTION OF VICE-CHAIRMAN

Councillor M Sidebottom was proposed and seconded.

RESOLVED (2)

That Councillor M Sidebottom is elected as Vice-Chairman for the ensuing year.

3) CO-OPTION OF MEMBERS TO TWO ORDINARY VACANCIES

The Clerk reported that written expressions of interest had been received from Mrs M Caygill (Clerk to Auckley Parish Council) and Mr N Williams a Director of the Yorkshire Wildlife Park and former member of the parish council..

RESOLVED (3)

- a) That Mrs M Caygill and Mr N Williams be duly co-opted and that declarations of office were duly signed.
- b) That a message of appreciation is recorded in respect of Mr Brian Cheetham for his long and valuable service to the council following his decision not to seek re-election to the parish council.

4) EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED (4)

That in accordance with the Public Bodies (Admissions to Meetings) Act 1960 the press and public be excluded during any discussion of Item 23 pending advice being received.

5) DECLARATIONS OF OTHER DISCLOSABLE INTERESTS AND DISPENSATION FORMS

Declarations of disclosable other interest were made from Councillors M Sidebottom in respect of Items 16 and 30, M Caygill in respect of item 20e and D Chorlton in respect of item 30 .

6) APOLOGIES FOR ABSENCE

Apologies were received from Councillor Y Butterworth.

RESOLVED (5)

That the apologies be accepted and duly recorded..

7) REPRESENTATIVE TO DMBC PARISH COUNCIL JOINT CONSULTATIVE COMMITTEE

RESOLVED (6)

- a) That Councillor Warrender is appointed as representative to the PCJCC.
- b) That Councillor Sidebottom is nominated as a substitute for Councillor Warrender.

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

8) REPRESENTATIVE TO THE ROBIN HOOD AIRPORT NOISE MONITORING AND ENVIRONMENTAL SUB-COMMITTEE

RESOLVED (7)

- a) That Councillor J Worthington is appointed as the representative.
- b) That Councillor Williams is nominated as a substitute for Councillor Worthington.

9) KILHAM HALL MANAGEMENT COMMITTEE REPRESENTATIVES

RESOLVED (8)

That Councillors M Sidebottom and G Warrender are appointed as representatives.

10) APPOINTMENT OF COUNCIL AUDITORS

RESOLVED (9)

That Councillors D Chorlton and M Sidebottom are appointed as the two Council Auditors.

11) REPORT FROM THE COMMUNITY POLICING TEAM

The Clerk reported the receipt of the April report and revised contact details following a reorganisation of the Safer neighbourhood Teams which would now be known as Local Policing Teams. Notification had been received that officers intended to attend the June meeting of the parish council.

RESOLVED (10)

- a) That the information is received and noted.
- b) That the Clerk enquires as to usage of the speed gun as no reports of usage had been received.

12) REPORT FROM DMBC WARD COUNCILLORS

No Ward Councillors were in attendance and it was expected that the two new councillors would attend the next meeting.

13) MINUTES OF THE MEETINGS HELD ON 1 APRIL 2015

RESOLVED (11)

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

14) 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. A member enquired as to the timescale for the removal of the barbecue from the Changing Rooms and whether this was the property of Kilham Hall or the personal property of a member of the Kilham Hall Committee.

RESOLVED (12)

- a) That the information relating to actions undertaken by the Clerk since the last meeting be duly noted.
- b) That the Kilham Hall representatives enquire as to when the barbecue would be removed.

15) ITEMS RAISED BY MEMBERS OF THE PUBLIC

There were no separate items raised by the public to consider.

16) KILHAM HALL MANAGEMENT COMMITTEE REPORT

Councillor Sidebottom reported that the current balance of the accounts was £20,606 and bookings were continuing well. The annual summer outing of the coffee club had recently taken place and had been enjoyed, a coffee morning was to be held to raise money for the 'Miles Better Million' campaign and to fund a gift for a recently bereaved family. An enquiry was being made as to whether building regulations would be required for the removal of a window in the current meeting to facilitate the wider adaptations to the hall. Two quotations for the building work had been received and whilst one included the cost of a canopy the second excluding the canopy was considerably less and therefore the second quotation was to be accepted.

Communication with the Charities Commission regarding the requirement for the hall to be formally registered as a charity was ongoing.

RESOLVED (13)

That the information be received and duly noted.

17) QUOTATION FOR DISCONNECTING THE ELECTRICITY SUPPLY TO THE KLARGESTER

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

A quotation of £120 from R J Electrics to disconnect the electricity supply from the main supply at Kilham Hall was considered.

RESOLVED (14)

That the quotation be accepted and the arrangements be made for the completion of the work.

18) APPROVAL OF 2014/15 ANNUAL ACCOUNTS RETURN/BANK RECONCILIATION

The completed annual return was circulated for information with the final bank reconciliation and budget monitoring report. The level of reserve at the end of the financial year was noted as £32,241.72 which was more than one year's precept. The Clerk was thanked for preparing the accounts.

RESOLVED (15)

a) That the Annual Return is duly certified by the Chairman for presentation to the internal auditor and submission to the External Auditor.

b) That the final bank reconciliation is agreed and duly certified.

c) That the final budget monitoring report is received.

19) RECREATION GROUND AND GARDEN ISSUES

a) Handyman's New Safety Boots

The Handyman had reported that his current safety boots required replacement.

b) Other Matters

i) New molehills had appeared on the recreation ground.

ii) The grass around the tubs on Valley Drive required tending.

RESOLVED (16)

a) That the purchase of new safety boots costing up to £60 be agreed.

b) That the removal of the moles by Blyth Pest Control is agreed in retrospect.

c) That the Handyman is asked to trim around the tubs on Valley Drive.

20) PLANNING MATTERS

The following applications were considered: Councillor Williams withdrew during consideration of two applications relating to the Yorkshire Wildlife Park.

| | | |
|------------------------------------|--|--------------------|
| 15/00741/OUT Sandhills Bungalow | Residential development on 0.13ha of land | Comments Agreed |
| 15/00710/FUL Manor Farm | Erection of 73 dwellings (matters reserved from Outline Permission) | No Comments |
| 15/00758/ADV 2 School Lane | Display of fascia sign and 1 hanging sign (non illuminated) | Comments |
| 15/00871/FUL YWLP | Erection of giant otter enclosure | No comments |
| 15/00956/TCON 9 Birchwood Dell | Notice to fell and replace 1 Silver Birch tree | No comments |
| 15/01064/FUL 13 Milton Road | Part 1 and 2 storey extensions to front and side after demolition of existing garage | No comments |
| 15/01097/FUL Sandhills Bungalow | Erection of 3 detached and 5 town houses | Comments |
| 15/01102/FUL YWLP | Installation of single packaged biomass plant room | Comments |

RESOLVED (17)

a) That the comments submitted by the Clerk in consultation with members relating to access and egress and the density of properties in respect of application 15/00741/OUT be agreed

b) That comments in respect of the following applications be submitted:

i) 15/00758/ADV – That the comments of the Design and Conservation Consultee are supported

ii) 15//01097/FUL – That the application is not supported due to overdevelopment, the design and layout was not in keeping with neighbouring properties, there was insufficient car parking and there were concerns over the additional traffic entering and leaving the development in close proximity to other junctions with Doncaster Road.

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

iii) 15/01102/FUL – That the plant is in keeping with the surrounding landscape and no unpleasant odour is emitted.

c) That details of decisions reached since the last meeting and the presentation of application 14/0223/FUL to the Planning Committee on 2 June 2015 are noted.

21) HIGHWAY MATTERS

The following matters were raised:

- The removal of a litter bin from the entrance from Poppyfields Way to Black Carr Plantation
- Overgrown gauze bushes on Gatewood Lane presenting a hazard to pedestrians
- A request from residents for a 'Cul de Sac' sign at the entrance to Silverdale Close
- Proposed improved access onto Warning Tongue Lane from the Yorkshire Wildlife Park
- The inclusion of the parish council invited to attend IGas meetings, the next one to take place at Bawtry New Hall on 11 June 2015 at 6.30pm relating to fracking at Misson Springs.

RESOLVED (18)

a) That DMBC are requested to consider replacement of the litter bin at the Black Carr Plantation, cut back the gauze bushes to improve the safety of pedestrians and provide a sign to identify that Silverdale Close is a cul de sac.

b) That the proposal to improve access onto Warning Tongue Lane from the Yorkshire Wildlife Park be welcomed.

c) That Councillor Sidebottom attends the next IGas meeting.

22) PUBLICATION OF QUARTERLY NEWSLETTER

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

RESOLVED (19)

That the following information be contained within the June newsletter: Names of the elected Chairman and Vice-Chairman and members of the Council, updates on the conversion of the Changing Rooms building and zebra crossing on Doncaster Road and Doncaster Council telephone number for residents to ring directly with complaints.

23) CORRESPONDENCE FROM LAND REGISTRY

RESOLVED (20)

That the item be deferred for consideration at the next meeting pending advice from YLCA.

24) WEBSITE ISSUES

There were no issues to report in respect of the website other than the updating of the site by replacing the March newsletter with the latest newsletter and the updating of information relating to new councillors.

25) AUTHORISATION OF BANK PAYMENTS

Consideration was given to the schedule of payments for signature.

RESOLVED (21)

That the following payment made be duly authorised:

| | | | |
|---------|--------------|-----------------------------------|---------|
| D/15/01 | Clerk | April Salary | £519.46 |
| D/15/02 | A Cadman | Website Fees for 15/16 | £318.00 |
| D/15/03 | YLCA | Annual Membership Fee | £644.00 |
| D/15/04 | Staples | Ink Cartridges and Stationery | £103.62 |
| D/15/05 | Clerk | May Salary | £513.30 |
| D/15/06 | Matt & Mouse | Printer repair | £30.00 |
| D/15/07 | DMBC | Emptying Green Waste (Mar – June) | £191.54 |
| D/15/08 | DMBC | Supply and fit new swing seat | £132.00 |

26) NOMINATIONS FOR YLCA SOUTH YORKSHIRE BRANCH OFFICIALS

RESOLVED (22)

That Parish Councillors D Wright (Wadworth PC) and D Liddell (Silkstone PC) are nominated as Chair and Vice-Chair respectively.

27) YLCA'S PROVISION OF SERVICE AGREEMENT

RESOLVED (23)

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

That the service agreement is adopted and YLCA duly notified.

28) REQUEST FOR A DONATION TOWARDS A NEW SCOUT/COMMUNITY BUILDING

Consideration was given to correspondence received from the 73rd Doncaster Guide Group requesting a donation towards the cost of a new building as the current scout hut was no longer fit for purpose.

RESOLVED (24)

That further consideration be given to the request when determining the next annual budget.

29) REPORT FROM PCJCC MEETING HELD ON 17 MARCH 2015

Councillor Warrender reported the mayor had attended the meeting and responded to questions that had been submitted one of which had been from the parish council relating to the safeguarding of young people. The Mayor had responded that every effort was being made to protect children and any ideas for improving DMBC services would be listened to .A three year plan was being developed for delivery of services within the budget provision. A paper on issues relating to double taxation was also presented.

RESOLVED (25)

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

30) PURCHASE OF A GIFT TO A RECENTLY BEREAVED FAMILY

The Clerk reported that advice was still awaited from YLCA as to whether it was lawful for a local council to contribute towards the purchase of a gift to an individual family.

RESOLVED (26)

That the item be considered at the next meeting.

31) ITEMS OF CORRESPONDENCE

Correspondence denoted on the agenda was duly considered including information from DMBC regarding the listing of community assets, a request to meet with a reporter from BBC Radio Sheffield and a request from RAY for information pertaining to the AGM and other meetings to be sent electronically.

RESOLVED (27)

- a) That the items of correspondence denoted on the agenda be received and duly noted.
- b) That the documentation from DMBC regarding listing of community assets be considered at the next meeting of the parish council.
- c) That the invitation to meet with a reporter from BBC Radio Sheffield be declined.
- d) That it be agreed for RAY to send communications electronically where appropriate.

32) DATE AND TIME OF NEXT MEETING AND SCHEDULE OF MEETINGS FOR 2015/16

RESOLVED (28)

- a) That the next meeting be held on Wednesday 3 June commencing at 7.00 pm at Kilham Hall.
- b) That the schedule of meetings for 2015/16 is agreed as the first Wednesday of each month (other than August when there would be no meeting) .
- c) That the Annual Parish Meeting be held on the first Wednesday in April 2016 commencing at 7.00 pm and followed by the parish council meeting.

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