

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 3 February 2016 at Kilham Hall Meeting Rooms commencing at 7.00 p.m.

PRESENT: Councillors J Worthington (Chair), M Caygill, D Chorlton, M Sidebottom, and N Williams.

IN ATTENDANCE: J A Staniforth (Council Clerk) and Ward Councillor R A Jones..

1) EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED (1)

That no items be excluded from the public and press.

2) APOLOGIES FOR ABSENCE

RESOLVED (2)

That the apologies of Councillors Y Butterworth and G Warrender be received and duly accepted.

3) DECLARATIONS OF OTHER DISCLOSABLE INTERESTS AND DISPENSATION FORMS

Councillor M Sidebottom declared an 'other interest' in respect of Item 8.

4) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS

Councillor Jones reported that a meeting had taken place on Tuesday 12 January 2016 with the Cabinet Member for Highways regarding the provision of a zebra crossing and it had been confirmed that Ward Councillors determined Section 106 expenditure not a Cabinet member. The latest indication was that a zebra crossing would be provided but the location would need to be in accordance with the Section 106 Agreement for the Woodlands Walk development. No written notification had been provided to date.

With regard to other Section 106 funding a meeting was to take place on 15 March 2016 to discuss allocations within the Fittingly Ward. Discussions had taken place in respect of the balance of funding for Woodlands Walk as to whether any play apparatus should be provided on the Poppyfields open space area. There was also an amount of funding from the Badgers Holt development and the proposed Branton House Farm development still to be determined. The possible introduction of the new Community Infrastructure Levy (CIL) to replace Section 106 funding provisions may add a new dimension in that the funding could be spent within one kilometre of a development and therefore could extend to a neighbouring parish thereby giving rise to joint projects.

RESOLVED (3)

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

b) That DMBC Officer D Haig is contacted requesting confirmation that a zebra crossing is to be provided and a copy is sent to the Neighbourhood Manager.

5) MINUTES OF THE MEETINGS HELD ON 6 JANUARY 2016

RESOLVED (4)

That the minutes of the January 2016 parish council meeting be agreed and signed by the Chairman.

6) CLERK'S REPORT ON ACTION ARISING FROM THE PREVIOUS MEETING

The Clerk reported that DMBC had undertaken flailing of the trees and shrubs on Gatewood Lane, Whiphill Top Lane and along the motorway bridge on Doncaster Road and so work was complete for the present time. The cutting back of vegetation on Doncaster Road from the rear of properties on Springwood Close was still awaited. Responses regarding DMBC's policy on the removal of mud from roads and the request for a hard surfaced to replace grass verges on Doncaster Road opposite the Three Horse Shoes had been circulated. A response had been received regarding the planting of wild flowers along verges stating that it was felt Whiphill Top and Gatewood Lanes were too narrow but other verges would be considered. The resident that had raised the issue initially had now stated that it was not felt necessary. No further update had been received regarding the entrance to the Ava Court retail outlets and the safety aspect.

Branton Juniors Football Club had confirmed that the goalposts would be removed by the end of February 2016.

.....Dated:.....

Councillor Williams reported that there had been an offer to meet any individual who had concerns about any activities taking place at the Yorkshire Wildlife Park and a new email address had been established for residents to submit any issues directly to the Park with a designated person identified to respond to the emails. An invitation had also been extended to Ward Councillors to discuss any issue.

RESOLVED (5)

- a) That the information relating to actions undertaken by the Clerk since the last meeting be duly noted.
- b) That the DMBC Stronger Communities Officer is asked to confirm whether letters had been sent to residents on Springwood Close regarding overgrown vegetation.
- c) That DMBC Highways Department is informed that the parish council feel that there is more than one property on Doncaster Road that requires to drive over the grass verges opposite the Three Horse Shoes in order to enter and egress their properties safely and therefore the replacement of the verges with a hard surface would improve road safety.
- d) That DMBC is asked for any update on the safety of the entrance to the Ava Court development.

7) ITEMS RAISED BY MEMBERS OF THE PUBLIC

No members of the public were in attendance.

8) KILHAM HALL MANAGEMENT COMMITTEE REPORT/UPDATE ON TRUST DEED

Councillor Sidebottom reported that the previous year's accounts had been audited denoting income for the year as £12,455 and expenditure due to refurbishment as £22, 975 leaving an end of year balance of £9,182. Bookings were continuing well and new procedures had been enacted for any later payers. The committee had now resolved that the new meeting rooms should be managed entirely by the parish council.

The Clerk reported that the solicitor had sent a message to say the Trust Deed was drafted and was just awaiting verification of some legal points in order to ensure no future difficulties arose.

RESOLVED (6)

- a) That Councillor Sidebottom be thanked for her report.
- b) That the Clerk manages any bookings for the meeting rooms for the present time.

9) NEW MEETING ROOMS – BUILDING ISSUES

a) Security system call out procedures

Discussion took place on how best to manage the rare occurrence of needing to attend the building in unsocial hours as there would be no indication as to which building the alarm was sounding from. It was felt disappointing that the Kilham Hall Management Committee did not wish to oversee any booking of the meeting rooms as it was felt there would be very few and cleaning of the meeting rooms would be undertaken by the parish council's handyman.

b) Building Regulations

Following a meeting with a DMBC Senior Building Inspector (S Dobson) and the Design Consultant (R Saxton) on 22 January 2016 it was confirmed that the building work undertaken to both Kilham Hall and the new meeting rooms was compliant with building regulation requirements and a certificate duly issued. A copy of the certificate along with documentation stating that the certificate covered both buildings has been forwarded to members of Kilham Hall committee.

c) Heating in Main Meeting Room

R J Electrical Services had advised that the heater was faulty due to the control stat not working and the builder had been notified accordingly and a response was awaited regarding a replacement.

d) Provision of Sink Unit/Cupboards

Funding had been included in the 2016/17 budget for kitchen facilities in order to make the best use of the meeting rooms. A specification was discussed to include a stainless steel sink/cold tap fitting with base unit(s), wall cupboards, a white tiled splash back between the units and a suitable electric hot water heater.

In view of the utilisation of the storeroom for a washing up facility it was proposed that the area inside the front lobby be made into a storeroom subject to any regard for fire regulations.

e) Use by St Wilfrid's School PTA

A request had been received for use of the meeting rooms for a meeting of the local school's PTA.

f) Equipment and Materials

The handyman had requested further items for the cleaning and maintenance of the building including a mop, plastic matting for the inner lobby, air freshener, coat hooks and a vacuum cleaner.

g) Commemorative Plaque

A plaque in memory of a former parish councillor had been removed during building work.

RESOLVED (7)

- a) That Councillor Sidebottom raise again the call out arrangements with Kilham Hall Management Committee with a view to Kilham Hall Caretaker being asked to attend a call out should this arise.
- b) That the receipt of the Building Regulation Certificate is duly noted.
- c) That the builder be contacted regarding the replacement of the heater in the main meeting room.
- d) That quotations for kitchen facilities be sought from Need a Hand Ltd, The Workbench and JHS Joinery for consideration at the next meeting with a view to the work being undertaken as soon as possible after 1 April 2016.
- e) That estimates/quotations are also obtained from the contractors stated in d) above for the creation of a storeroom in the area of the outer lobby subject to Councillor Sidebottom enquiring of the Fire Service that no fire regulations would be contravened.
- f) That the use of the meeting rooms for a meeting by St Wilfrid’s School PTA be agreed at no cost.
- g) That the small items of equipment and materials be obtained as soon as possible.
- h) That consideration be given to the purchase of cleaning machinery at the next meeting.
- i) That the plaque be placed on the wall of the outer lobby to the right of the entrance door.

10) RECREATION GROUND AND GARDEN ISSUES

Consideration was given to a request to hire the recreation ground between 6.15 a.m. and 7.15a.m.on Tuesday and Thursday morning for a Fitness Boot Camp. Discussion took place on parking and whether this would cause a nuisance to Kilham Lane residents.

The Clerk reported that two trees had been cut down at the Doncaster Road garden and whilst the removal may be beneficial no authorisation for removal had been given to the contractor only the trimming of several trees as discussed.

RESOLVED (8)

- a) That the hiring of the recreation ground for a fitness ‘Bootcamp’ be agreed on a trial basis for three months with an entrance gate key being provided should this be required and the start date being ascertained.
- b) That N Marsh is contacted to ascertain why two trees had been cut down.

11) CHANGES TO EXTERNAL AUDIT ARRANGEMENTS

Following the introduction of the Local Audit and Accountability Act 2014 local councils are required to determine if they wish to opt out of the government’s arrangements for the provision of the external audit or to remain within the arrangements provided by the new Sector Led Body. Fees for the SLB will remain at £200 for the present time.

RESOLVED (9)

That the parish council remains within the Sector Led Body arrangements for the provision of the External Audit.

12) PLANNING MATTERS

The following applications were considered:

15/02996/FUL YWLP	Erection of coffee shop/restaurant adjacent to the Giraffe Enclosure	No comments
16/00134/FUL 317 Bawtry Road	Formation of new vehicular access	Comments

Councillor Williams withdrew from the meeting during consideration of the item relating to the Yorkshire Wildlife Park.

RESOLVED (10)

- a) That the Planning Authority is informed of comments relating to application 16/00134/FUL as follows: ‘the concerns raised by the Highways Authority are supported relating to the adjoining footpath and the surfacing of the driveway.
- b) That the decisions reached since the last meeting are noted.

13) HIGHWAY MATTERS

Councillor Williams reported that the Yorkshire Wildlife Park was arranging to plant two Oak trees to commemorate World War I on the footpath between Warning Tongue Lane and Brockholes Lane on 10 February 2016, attended by veterans from World War 2. It was intended to plant further trees.

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No other highway matter were raised.

14) PUBLICATION OF MARCH QUARTERLY NEWSLETTER

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

Consideration was given to a draft which included items on: Christmas carol singing event, 2016/17 parish precept, annual parish meeting date, zebra crossing update, Yorkshire Wildlife Park issues, police matters and an Easter greeting.

RESOLVED (11)

That the draft newsletter be approved with the added inclusion of more details of the Annual Parish Meeting, the procedure for reporting mud on roads and a request for the public to provide details of any projects that funding could be used for to benefit the community. .

15) TOUR DE YORKSHIRE EVENT IN APRIL 2016

DMBC had confirmed that Doncaster had been chosen to host the Saturday finish of the event which would complete at the Race Course travelling via the A638 part of which was within the parish.

Councillor Williams reported that the YWLP intended to produce a land sculpture which would provide a feature for aerial viewing.

RESOLVED (12)

That the information be received and duly noted.

16) DONATION TO THORNE RURAL LIONS FOR SERVICE TO THE COMMUNITY

RESOLVED (13)

That a donation of £20 be awarded to Thorne Rural Lions for the provision of the Christmas sleigh.

17) COUNCIL WEBSITE ISSUES

There were no issues to report or consider. The newsletter would be uploaded when completed.

18) REPORT FROM COMMUNITY FRACKING GROUP MEETING

Councillor Worthington reported that she had been unable to attend the last meeting of the group but subsequently Nottinghamshire County Council had approved a planning application from Igas to allow groundwater monitoring boreholes at Misson. The next meeting was to be held on 11 February 2016.

RESOLVED (14)

That Councillor Worthington be thanked for the information provided.

19) AUTHORISATION OF BANK PAYMENTS

Consideration was given to the schedule of payments for signature.

RESOLVED (15)

That the following payments made are duly authorised:

15/84	Clerk	January 2016 salary	£518.25
15/85	N Marsh Arborist	Tree pruning at Doncaster Road	£120.00
15/86	R J Electrical.	Relocating and connecting CCTV	£258.00
15/87	DMBC	Emptying dog litter bins Sept - Dec	£98.88
15/88	Staples	Ink cartridges and stationery	£62.44
15/89	Glendale Countryside	Grass cutting on 16 October	£37.66

20) ITEMS OF CORRESPONDENCE

RESOLVED (16)

That all correspondence denoted on the agenda are duly noted.

21) DATE AND TIME OF NEXT MEETING

RESOLVED (17)

That the next meeting be held on Wednesday 2 March 2016 immediately after the Annual Parish Meeting commencing at 7.00 pm.

.....Dated:.....