

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 1 June 2016 at Kilham Hall Meeting Rooms commencing at 7.00 p.m.

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

IN ATTENDANCE: J A Staniforth (Clerk to the Council) 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) DECLARATIONS OF OTHER DISCLOSABLE INTERESTS AND DISPENSATION FORMS

Councillors D Chorlton and M Sidebottom declared an 'other interest' in respect of Item 9.

3) APOLOGIES FOR ABSENCE

There were no apologies as all members were in attendance.

4) POLICING ISSUES AND LATEST MEDIA STATEMENT

A response had been received from the Inspector of the Local Policing Team stating that it was not possible for officers to attend parish council meetings and any issues should be reported by attending the monthly Community Safety meetings. It was also not possible to provide crime statistics due to the amount of time that was needed to be spent producing the information.

RESOLVED (2)

That the response be noted and dates of the Community Safety meetings be forwarded to parish council members.

5) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS

Councillor Jones reported that the recent latest Licence Application for the Yorkshire Wildlife Park had been refused and that the Ward Councillors were seeking a meeting with the Wildlife Park to seek information on the long term plan of the Park.

Parish council members raised the following concerns:

- Overgrown grass verges around Milton Road, Branton and School Lane at Old Cantley
- Indiscriminate and unlawful parking on Valley Drive at the beginning and end of the school day
- Lack of response to a request for a replacement litter bin at Black Carr Plantation
- The need for improved road safety on Hurst Lane adjacent to The Hayfield School

Councillor Sidebottom reported that it was hoped to arrange for a 'Walk to School' initiative at the start of the new school year to discourage pupils being transported by car and enquired as to whether CCTV could be provided as a deterrent. A resident had submitted photographs of measures enacted at Armthorpe to deter parking and had enquired as to why areas were treated differently.

Councillor Jones requested that specific details of areas that required grass cutting were sent to him and that he would raise the matter with DMBC and that a DMBC Enforcement Officer would be asked to visit the Valley Drive area. The parish council was informed that it could fund the cost of Enforcement Officer visits and could consider joint arrangements for funding CCTV including the use of Section 106 funding.

RESOLVED (3)

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

b) That details of the grass cutting requirements and the request for a replacement litter bin at Black Carr Plantation be forwarded to Councillor Jones for referral to DMBC.

6) MINUTES OF THE MEETINGS HELD ON 4 MAY 2016

RESOLVED (4)

That the minutes of the May 2016 parish council meeting be agreed and signed by the Chairman subject to the inclusion of 'Discussion took place on the possibility of meeting in other areas of the parish' and that this be resolved to be discussed at the next meeting.

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

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

The Clerk explained that a letter had not been sent to the Chief Executive relating to the lack of responses from DMBC officers as time had not permitted and the outstanding issues had now been reported via the DMBC website which was the appropriate channel and a further reorganisation of DMBC officers had recently taken place. However the issues were still outstanding. Councillor Worthington reported that another parish council had raised the issue of the lack of responses by DMBC Officers and the matter was to be an item for discussion at the next PCJCC meeting.

RESOLVED (5)

- a) That the information relating to actions undertaken by the Clerk since the last meeting be duly noted.
- b) That a letter be sent to the Chief Executive of DMBC outlining the lack of response regarding the replacement litter bin at Black Carr Plantation.

8) ITEMS RAISED BY MEMBERS OF THE PUBLIC

No members of the public were in attendance.

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

Councillor Sidebottom reported that a message of thanks had been extended to Councillor Warrender for her work and support as a Kilham Hall Management Committee representative. The use and booking of the hall was continuing well and there had been a very successful visit to The Millstone by members of the coffee morning club.

There was no further update on the Trust Deed from the solicitor and the issue as to whether the Chair and Vice-Chair were eligible to serve as parish council representatives had been raised at the latest Kilham Hall Management Committee meeting.

RESOLVED (6)

- a) That the information is received and noted.
- b) That a copy of the Trust Deed is forwarded to Councillor Chorlton.
- c) That the solicitor is contacted regarding the outstanding variation to the Trust Deed and clarification is sought regarding the appointment of the parish council Chair and Vice-Chair as representatives of the Management Committee/Charity Trustees.

10) INTERNAL AUDIT REPORT

Internal Auditor had identified six minor errors in the accounts the only one requiring specific action was an under notification of taxable income for the handyman in the last quarter payment where taxable mileage had been omitted, this had now been rectified.

RESOLVED (7)

That the report of the Internal Auditor be received and the contents duly noted.

11) LOCATION OF ZEBRA CROSSING – DATE FOR SITE MEETING

RESOLVED (8)

That the provisional date of the site meeting on Thursday 9 June 2016 at 9.30 a.m. be agreed.

12) NEW MEETING ROOMS – UPDATE AND PURCHASE OF EQUIPMENT/MATERIALS

The kitchen area had now been fitted and the electrical work was due to be undertaken on either the 9 or 16 of June 2016. The water heater identified at the previous meeting was not deemed suitable and a heater suitable for the electric supply had been suggested at a similar cost and would be fitted underneath the sink and plumbed in to the hot water tap. The issue of whether tiling or a splash back was required was discussed. Consideration was given to further items of equipment and materials needed.

RESOLVED (9)

- a) That the provision of an alternative water heater be agreed
- b) That tiling or a splash back for the sink unit be deferred
- c) That a kettle, suitable cutlery and materials be purchased for use in the kitchen area.

13) RECREATION GROUND AND GARDEN ISSUES

- a) Quotation for removal of Cherry trees and tree stumps at Doncaster Road garden

Two quotations had been received with the one from N Marsh at £125 +vat was substantially less.

- b) Playground Inspection Report

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

The latest playground inspection report had not identified any issues other than the monitoring of the condition of the bridge on the multi unit and cradle swings..

c) Condition of grassed areas to the front of the recreation ground and Doncaster Road garden.

The handyman had reported that the grassed area in front of the recreation ground was in need of weed and feed treatment as was the Doncaster Road garden.

d) Request to hire recreation ground in conjunction with Kilham Hall hire.

A request had been received for the hire of the recreation ground for a company fund raising event for employees on Saturday 20 August 2016 which would include a bouncy castle. A copy of the public liability insurance had been received and a risk assessment requested.

RESOLVED (10)

a) That N Marsh is asked to undertake tree work at the Doncaster Road Garden and the residents of 5 Bassey Road be informed should they wish to use the same contractor for the removal of their tree.

b) That the contents of the playground inspection report be received and noted.

c) That Veolia is asked to apply weed and feed to the verge outside the recreation ground if the work to the recreation ground has not yet been completed.

d) That consideration is given to renewed landscaping of the Doncaster Road garden from Section 106 funding.

e) That the hire of the recreation ground be agreed at no cost subject to the ground being left clean and tidy and the hirer being made aware of the dog control order.

14) PLANNING MATTERS – NEW APPLICATIONS/DECISIONS SINCE LAST MEETING

Councillor Williams withdrew from the meeting during consideration of application 16/01100/ADV.

The following new applications were considered:

| | | |
|--|--|-------------|
| 16/00746/REMM Manor Farm | Substitution of house types | No comments |
| 16/01212/FUL Ambleside, Doncaster Rd. | Variations to condition 2 & 7 and remove condition no.4 (Increase size of shop, increase number of employees and make parking available at Cheri-lyn for employees | Comments |
| 16/01100/ADV YWLP | Display of signage to main entrance | No comments |

Details of decisions reached since the last meeting were reported.

RESOLVED (11)

a) That no comments be submitted in respect of applications 16/00746/REMM and 16/0110/ADV.

b) That comments in respect of application 16/001212FUL be submitted stating that the removal of Condition 4 was not supported as it was felt there was still insufficient parking and the proposal put forward was not a viable solution. The concerns submitted with the original application were still valid.

15) HIGHWAY MATTERS

The following highway matters were raised in addition to those raised under Item 5 :

- Height of grass verges at Old Cantley
- Litter and dog fouling at the pathway leading to Black Carr Plantation from Poppyfields Way
- Vehicles parked on the grass verge at a property on Moor View
- Indiscriminate parking and vehicles causing an obstruction on Moor View at night

RESOLVED (12)

That the highway matters be referred to DMBC

16) COUNCIL WEBSITE ISSUES

All documentation submitted to the webmaster had now been uploaded apart from the Chair's Annual Report as a final copy had only recently been sent. The invoice for 2016/17 had now been paid.

RESOLVED (13)

That the information is noted.

17) NATIONAL SALARY AWARD FOR 2016/17 AND 2017/18

A new salary agreement had been reached providing a 1% increase for the Clerk for the current and next financial year and an increase of 6.5% for the handyman for 2016/17 and a further 3.4% in 2017/18. The increase for the handyman may exceed the budget provision dependent upon the number of hours worked during the year.

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

RESOLVED (14)

That the new salary award details are noted and the budget monitored accordingly.

18) PUBLICATION OF NEWLETTER AND CONSULTATION DOCUMENT

Following the receipt of quotations for the production of the newsletter and consultation leaflet the most cost effective means was to produce a separate leaflet containing both documents at a cost of £155+ vat for printing and distribution. Inclusion within the Branton and Auckley Arrow would be £190 + vat. The leaflets had now been distributed and a box for replies sited at the Costcutter store. Leaflets for completion were also available at Branton Farm Nursery, Costcutter, Deli Badger, Three Horse Shoes and St Wilfrid's School. Councillor Sidebottom reported that twenty four replies had been received to date which included many positive suggestions for improvements to the parish.

RESOLVED (15)

- a) That the cost of printing and arrangements for distribution be agreed.
- b) That the responses be collated on a spreadsheet for consideration at the next meeting.

19) REPORT FROM THE IGAS MEETING HELD ON 12 MAY 2016

Councillor Worthington reported that following the decision to allow explorations for fracking in North Yorkshire the impact on development in North Notts was being monitored. If planning consent is given then the site construction of a rig would be undertaken in 2016 and the drilling of a horizontal well would take place in 2017. A further meeting had been arranged in June 2016.

RESOLVED (16)

That Councillor Worthington is thanked for her report.

20) REQUEST TO SITE A SKIP ON THE RECREATION GROUND CAR PARK

A resident of Whiphill Top Lane whose garden was adjacent to the recreation ground had enquired as to whether the parish council would allow a skip to be sited on the recreation ground at the rear of his property to allow garden waste to be removed whilst the garden was being landscaped. Written details had been requested but had not been received to date.

RESOLVED (17)

That permission be granted for a period up to 7 days.

21) AUTHORISATION OF BANK PAYMENTS

Consideration was given to the schedule of payments for signature.

RESOLVED (18)

That the following payments made are duly authorised:

| | | | |
|-------|------------------------|----------------------------------|---------|
| 16/11 | Clerk | May salary | £573.90 |
| 16/12 | Staples | Ink cartridges/stationery | £58.45 |
| 16/13 | Ray | Annual Subscription | £35 |
| 16/14 | Handyman | Petrol for mower | £6 |
| 16/15 | C Wellings | 15/16 Internal Audit | £62.50 |
| 16/16 | A Cadman | Website maintenance 16/17 | £318 |
| 16/17 | Glendale | Grass cutting | £38.78 |
| 16/18 | The Workbench | Kitchen fitment to meeting rooms | £850 |
| 16/19 | Auckley Show Committee | Donation | £100 |

22) ITEMS OF CORRESPONDENCE

Consideration was given to items of correspondence outlined on the agenda including a document from YLCA headed 'NALC Strategic Plan Delivery.

RESOLVED (19)

- a) That all correspondence denoted on the agenda and reported at the meeting is duly noted.
- b) That consideration is given to the correspondence from Centenary Fields relating to their programme of protecting valuable green space.

23) DATE AND TIME OF NEXT MEETING**RESOLVED (20)**

That the next meeting be held on Wednesday 7 July 2016 commencing at 7.00 pm.

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