

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 6 July 2016 at Kilham Hall Meeting Rooms commencing at 7.00 p.m.

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

IN ATTENDANCE: J A Staniforth (Clerk to the Council), D Ridge (DMBC Neighbourhood Manager - for Item 1) and S Racjan (DMBC Stronger Communities Officer for Items 1-5).

1) SECTION 106 FUNDING PROVISION

The Neighbourhood Manager confirmed that the location for the zebra crossing had been agreed as outside the Ava Court development and that the design work was being completed in order to determine the cost which was expected to be in the region of £45-50k. When the costing was finalised he would produce the documentation for final authorisation for the work to be carried out in 2017. Properties within close proximity to the crossing would receive a letter from DMBC outlining the proposals. The funding would be from the £90k Woodlands Walk Section 106 funding which would leave a balance of around £35-45k available to spend on improvements to open spaces in the parish. This could be spent on play equipment on the Poppyfields site subject to a formal consultation with residents. It was explained that the parish council had not formally requested the provision of play equipment on the open space at Poppyfields and this had been initiated by DMBC Ward Councillors. The parish council had included this as a possible proposal on the recent consultation which also included the planting of trees on the public highway and apparatus for all ages including adults at Kilham Lane Recreation Ground. The Neighbourhood Officer outlined potential difficulties with planting more trees as these would need to be maintained by DMBC and that any apparatus sited on land owned by the parish council would need to be maintained by the parish council.

There was the potential for a considerable sum of money to be available from the Branton House Farm development which was to be assigned to Kilham Lane as it was now necessary to specify the location where the money would be spent but no agreement had yet been finalised with the developer. It was explained that there were options as to how the funding was managed, it could be transferred to the parish council but the administration was complex and in accordance with certain legal requirements relating to procurement (the cost of which could be met from the Section 106 funding) and therefore it may be more appropriate for DMBC to manage any large projects in conjunction with the parish council. A full formal consultation would need to be undertaken before any scheme could be enacted.

RESOLVED (1)

- a) That the Neighbourhood Manager is thanked for his attendance and the information provided.
- b) That the parish council consider establishing a committee for progressing the expenditure plans.
- c) That DMBC is asked to provide a list of suppliers of recent playground schemes in the local area.

2) APOLOGIES FOR ABSENCE

No apologies for absence had been received.

3) EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED (2)

That no items be excluded from the public and press.

4) DECLARATIONS OF OTHER DISCLOSABLE INTERESTS AND DISPENSATION FORMS

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

5) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS

Councillors J and S Cox had sent apologies and Councillor Jones was not in attendance.

The DMBC Stronger Communities Officer reported that DMBC had agreed to cut back a section of the hedge line between Poppyfields Way and the Ava Court development and a date to undertake the work was awaited and was likely to be at the end of the bird nesting season. A request would be made for any events taking place in the autumn and information was being collated on support groups that were operating in the area for inclusion on DMBC's website for information.

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

A member enquired as to whether the Repairs Team was still available to undertake project work in communities. It was explained that this team worked primarily under supervision at the Holmescarr Centre but did undertake some other project work.

RESOLVED (3)

That the Stronger Communities Officer is thanked for his attendance and the support provided.

6) MINUTES OF THE MEETINGS HELD ON 1 JUNE 2016

RESOLVED (4)

That the minutes of the June 2016 parish council meeting be agreed and signed by the Chairman subject to the inclusion of the cost of the quotation at £125 +vat for tree removal at the Doncaster Road garden.

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

The Clerk explained that following a letter sent to the Chief Executive relating to the lack of responses from DMBC officers the Head of DMBC's Street Scene had offered to meet the Clerk and a meeting had taken place with the Chair, Clerk and Councillor Caygill to discuss the problems experienced. As a result a new litter bin had been provided at Black Carr Plantation and a request had been made for a larger litter bin at the bus stop near St Vincent's Avenue as the current one was regularly full.

St Leger Homes had dealt with the caravan parked outside of a property on Moor View as this was a breach of the tenancy arrangement. Vehicles parking on verges on Valley Drive and Moor View had been reported to DMBC and Officers had agreed to visit the area to assess safety aspects where vehicles were driving over footpaths. DMBC were still in discussions with the AVA Court developer regarding widening the access and replacing the bin store.

It had not been possible to progress the security measures at the meeting rooms as the electrician had left the site when the Clerk had returned. The risk assessment relating to the request to hire the recreation ground had not been received to date. The new Christmas tree measures around 1.6 m which was just short of the original specification of 1.7m but had not currently been charged for. A new village sign for the plinth when entering Branton from Doncaster was also awaited.

RESOLVED (5)

- a) That the information relating to actions undertaken by the Clerk since the last meeting be duly noted.
- b) That DMBC is asked for a response regarding the request for a larger litter bin at the bus stop on Doncaster Road.
- c) That DMBC is asked to progress the widening of the entrance to the Ava Court development on the grounds of safety as it contravened planning requirements.
- d) That arrangements are made to complete the security measures at Kilham Hall meeting rooms.
- e) That the hirer of the recreation ground on 20 August 2016 is asked to forward a risk assessment as soon as possible.
- f) That DMBC is contacted to ascertain if a new village sign can be provided.

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 the next meeting of the management committee was on 11 July 2016 and there was some reference to damage to the car park on the agenda. The coffee morning would be closing for the summer recess after 12 July 2016.

The solicitor was hoping to finalise a revision to the amendment of the Trust Deed in the near future.

RESOLVED (6)

- a) That the information is received and noted.
- b) That a message of appreciation is extended to the Kilham Hall Management Committee.

10) NEW MEETING ROOMS – UPDATE/REQUIREMENTS AND MAYOR'S VISIT

The electrical work had been completed and a date for the plumbing of the water heater in the kitchen was awaited. A kettle, teaspoons and tea towel had been purchased and other items could be purchased as felt necessary. Consideration was given to the painting of the entrance door, the renovation/renewal of porch which had no guttering and improved external lighting.

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

Councillor Worthington agreed to open the meeting rooms and to provide light refreshments for the Mayor's visit on Thursday 11 August at 2.00p.m. to 5.00 p.m. Councillor Caygill agreed to close the meeting rooms at the end of the visit.

RESOLVED (7)

That the update be received and noted

That the handyman is asked to paint the entrance door or if unable a quotation is sought from a local contractor.

That a quotation is sought for improved external lighting and for the renovation of the porch.

11) RECREATION GROUND AND GARDEN ISSUES

a) Quotation for replacement fencing at Doncaster Road garden

One quotation had been received and a second was awaiting an adjustment as it had contained the cost of removing tree stumps which had now been removed by an alternative contractor.

b) Weed and feed treatment to grass verge adjacent to the entrance to the recreation ground

The Clerk reported that the work had been requested to be carried out when the weed and feed for the recreation ground was undertaken and the contractor had advised that this could be undertaken at a minimal cost. The actual cost would need to be ascertained from the original quote and compared to the invoice.

c) Other Matters

The condition of two small bushes at the Rose Garden was raised as these had suffered wind damaged and only limited re-growth had taken place.

RESOLVED (8)

a) That Need a hand is asked to revise the quotation and a third quotation be obtained from a local contractor in respect of replacement fencing for the Doncaster Road garden.

b) That the arrangements for the weed and feed treatment for the grass verge are noted.

c) That further consideration is given to replacing trees at the Rose Garden at the September meeting.

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

The following new applications were considered:

Application Number and Address	Description	Comments
16/01485/FUL 8 Silverdale Close	Erection of rear two storey extension to detached house	Comments
16/01535/TPO The Briars, Whiphill Top	Consent to fell 1 Ash Tree	No comments
16/01541/TPO 16/01548/TCON 29 Warning Tongue Lane	Crown lift trees /remove and 3 dead oak + 1 chestnut Fell 7 birch + 1 larch, crownlift and deadwood 1 oak	No comments
16/01543/TCON 32 Warrington Drive	Fell two cypress trees	No comments
16/01544/TCON 5 Plantation Avenue	Crown lift trees, remove 3 dead oak + 1 chestnut	No comments
16/01555/FUL 31 Warning Tongue Lane	Erection of a detached dwelling following demolition of existing dwelling	No comments
16/01697/FUL 283 Bawtry Road	Erection of detached dwelling and detached garage on approx 0.08 ha of land	No comments

Details of decisions reached since the last meeting were reported including 16/01469/FUL (granted) and 16/01548/TCON (designated as exempt works) which had been included on the agenda. Application 15/02323/FUL (17 Boulton Drive) had been granted by the Planning Committee.

RESOLVED (9)

That no comments be submitted in respect of the applications other than application 16/01485/FUL where the comments of a neighbour relating to the location of windows is supported.

13) HIGHWAY AND POLICE MATTERS

The following highway matters were raised :

- A request from a resident for a sign at the bus shelter at Brockholes Lane requesting that litter is placed in the litter bin
- The need to reduce the height of the grass at the edge of the lay-by on Gatewood Lane

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

RESOLVED (10)

- a) That the highway matters be referred to DMBC
- b) That police matters are contained as a separate agenda item for future meetings.

14) CORRESPONDENCE FROM CENTENARY FIELDS ON PROJECTING GREEN SPACES

Consideration was given to the correspondence which sought to identify areas of open space to be designated in perpetuity to commemorate the First World War including the Battle of the Somme. Any designation included the cost of amending the deeds and other administration.

RESOLVED (11)

That the information is received and noted but no action taken.

15) PUBLICATION OF NEWSLETTER INCLUDING CONSULTATION RESPONSES

Discussion took place on the responses received and the need for further analysis of responses from the immediate locality of the proposals for Poppyfields and Kilham Lane.

Councillor Sidebottom withdrew from the meeting whilst consideration of items for the newsletter was undertaken.

RESOLVED (12)

- a) That an informal meeting be held on Monday 8 August 2016 at 6.00 p.m. to progress the formulation of ideas for proposals for projects to be funded from the Section 106 allocations.
- b) That a visit be made to other new playgrounds in the Doncaster area on Friday 5 August 2016 at 10.00 a.m. including those at Dunsville.
- c) That the following be included in the latest newsletter; update on zebra crossing with a map of the proposed location and to record of appreciation to residents for the completion of questionnaires as part of the consultation exercise for new projects funded from Section 106 expenditure.

16) YLCA TRAINING COURSES

Consideration was given to the training programme that had been circulated in advance of the meeting.

RESOLVED (13)

That it be agreed that Councillor Sidebottom attends the Chair's training on 12 July 2016 at a cost of £45 and that Councillor Worthington attends the 'Local Councils are Employers' course on 29 September 2016 at a cost of £45.

17) INSURANCE RENEWAL/AGREEMENT

The current insurers had quoted an annual renewal premium of £1,152.71 for a one year agreement, £1,114.25 for a three year agreement and £1,075.76 for a five year agreement. Came and Company had been asked to quote and a reply was awaited and Aon had provided a quote of £726.14 but this did not cover an surfaces such as the car park and playground which were currently insured.

RESOLVED (14)

That Aon is asked to provide a comparable quote to the current insurers and the lowest comparable quote is accepted with a three year agreement

18) DMBC CONSULTATION ON A PUBLIC SPACE PROTECTION ORDER

Consideration was given to a consultation document that aimed to provide a more consistent approach across the Borough balancing the needs of dog owners and the community.

RESOLVED (15)

That the proposals contained in the consultation document be supported and it be proposed that dogs should be kept on a lead on the public highway and that clarification is sought that the current Dog Control Order for Kilham Lane Recreation Ground remains in force.

19) COUNCIL WEBSITE ISSUES

All documentation submitted to the webmaster had been uploaded including the financial information relating to the annual external audit of accounts which was now required to be displayed.

RESOLVED (16)

That the information is noted.

20) REPORTS FROM MEETINGS/TRAINING EVENTS ATTENDED

- a) VAT Course attended by the Clerk on 16 June 2016

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

The Clerk reported the course had been very informative and had identified that the issue of reclaiming vat for purchases that had a business use or provided for a benefit in kind was complex.

b) Igas Meeting on 16 June 2016

Councillor Worthington reported that a presentation had been received outlining where boreholes would be drilled for exploration work and that sums would be commuted for the benefit of the community. The lifespan of each well was deemed to be twenty five years. Nottinghamshire County Council had requested more information so the determination of the planning application was awaited. Newcastle University were undertaking a traffic survey.

c) YLCA South Yorkshire Branch Meeting on 23 June 2016

Councillor Worthington reported that the South Yorkshire Police and Crime Commissioner was due to attend the next meeting on 19 November 2016 and the Chairman of the Meeting was contacting the Police Chief Constable regarding the withdrawal of support for public events. Fees for membership of the National Association were to increase by 1.9% next year and NALC had established a Human Resources service for member councils.

d) RHA Noise Monitoring and Environmental Sub-Committee held on 23 June 2016

Information relating to new routes, a meet and greet service and extra car parking was provided by Councillor Worthington. It was also explained that the public were being asked to report any sightings of drones, air balloons or fireworks as these could affect aircraft by telephoning 01302 625642 .

e) Meeting with DMBC's Head of Street Scene on 27 June 2016

As a result of the letter sent to the Chief Executive of DMBC, the Chair, Clerk and Councillor Caygill had met with DMBC's Head of Street Scene who had explained that the service was in the process of completing major changes which had impacted adversely for a short period but would bring about much improved service delivery when the transition to a seven day service was complete. Details of contact officers were provided and it was suggested that officers were contacted directly for the present time due to the on-line reporting system still undergoing development.

RESOLVED (17)

- a) That the reports are received and the information duly noted.
- b) That advice is sought from YLCA regarding reclaiming of vat on building work and any liability arising from the current usage of the meeting rooms.
- c) That details for reporting drones ,air balloons and fireworks is included in the next newsletter.

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:

16/20	Clerk	June salary/Apr & May arrears	£584.25
16/21	Clerk	Postage/stationery/kitchen items	£36.14
16/22	Arrow Publications	Newsletter/consultation leaflet	£186
16/23	Glendale	Grass cutting 13 &27 May	£116.35
16/24	SLCC	Annual Subscription	£114
16/25	Handyman	Petrol for Mower	£6.60
16/26	Handyman	First quarter salary	£719.83
16/27	N Marsh	Removal of Cherry tree/stumps	£150
16/28	HMRC	First quarter return	£587.61

22) ITEMS OF CORRESPONDENCE

Consideration was given to items of correspondence outlined on the agenda.

RESOLVED (19)

That all correspondence denoted on the agenda and reported at the meeting is duly noted.

23) DATE AND TIME OF NEXT MEETING

RESOLVED (20)

- a) That the next meeting be held on Wednesday 7 September 2016 commencing at 7.00 pm.
- b) That further consideration is given to holding meetings in other areas of the parish at the next meeting.

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