

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 4 April 2018 at Kilham Hall Meeting Rooms commencing at 6.30pm.

PRESENT: Councillors D Chorlton (Vice – Chair), Y Butterworth, M Turner, N Williams and J Worthington.

IN ATTENDANCE: J A Staniforth (Council Clerk) and S Racjan (DMBC Stronger Communities Officer).

1) APOLOGIES FOR ABSENCE

Apologies were received from Councillors M Sidebottom and M Caygill.

RESOLVED (1)

That the apologies be accepted and duly recorded.

2) EXCLUSION OF PUBLIC AND PRESS

RESOLVED (2)

That no items be excluded from the public and press.

3) DECLARATIONS OF INTEREST

Councillor D Chorlton declared an ‘other interest’ in Item 8.

4) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS

DMBC’s Stronger Communities Officer provided details of the following:

- Availability of grants for community groups
- Events in June – ‘Big Lunch day and Great Get Together (in honour of Jo Cox) over the period 22-24 June 2018
- Stewards meeting for Tour de Yorkshire arrangements to confirm timings

RESOLVED (3)

That the DMBC Officer is thanked for attending the meeting and the information provided.

5) MINUTES OF THE MEETING HELD ON 7 MARCH 2018

RESOLVED (4)

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

6) 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 and the following updates were considered:

- a) Approval of Artwork for the Interpretation Board/Update on delivery and re-seeding work
DMBC had not yet provided a final draft of the artwork based on the specification requested following amendments submitted to the first draft. The proposed wording with a heading of ‘Sianne’s Butterfly Trail’ was ‘ You will find a range of plants and flowers selected specifically to attract butterflies, other insects and wildlife. This area also provides a commemorative bench for reflection and relaxation.’ DMBC’s Landscape Architect had advised that it was felt that details of the equipment should not be included on the board as too much information could be confusing.
There was no update on the re-seeding work as it was intended to be undertaken when the Interpretation Board was installed. There was an amount of growth emerging from the original seeding that had taken place at the end of 2017.
- b) Monitoring of First Bus Provision
No further issues of concern had been received.
- c) External Storage for Outdoor Apparatus for the Mother and Toddler Group
Details of the proposed outdoor storage container was considered and issues of durability and insurance were discussed.
- d) Completed and Pending Issues

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

The Yorkshire Ambulance Service had confirmed that the pads for the defibrillator were suitable for children as different pressure levels were applied. A copy of the current insurance for Kilham Hall had been supplied denoting adequate cover for the building. R Dobson and I Smith had been formally appointed as parish council representatives to Cantley Poor's Land Trust.

The traffic cones requiring collection adjacent to the Three Horse Shoes had been reported to DMBC but no reference number had been given and the completion of potholes was still outstanding. No information had been received relating to the proposed tree survey for trees adjacent to the east side of the recreation ground. Dog fouling had been cleared on Kingsmead Drive.

RESOLVED (5)

- a) That the information relating to actions undertaken by the Clerk since the last meeting be noted.
- b) That a final draft of the artwork for the Interpretation Board be requested and its approval be delegated to the Clerk in consultation with members.
- c) That the Mother and Toddler Group be advised that the proposed storage container is acceptable but the durability should be considered and the group should arrange appropriate insurance as the parish council insurance was not applicable.
- d) That DMBC is asked to confirm when work to rectify potholes would be undertaken.
- e) That DMBC is contacted to ascertain if a tree survey is being undertaken.
- f) That DMBC is contacted again to request the removal of the two traffic cones on Doncaster Road.

7) ITEMS RAISED BY MEMBERS OF THE PUBLIC

No members of the public had been in attendance.

8) KILHAM HALL MANAGEMENT COMMITTEE REPORT

Councillor Chorlton reported that no further main meeting had been held since 5 March 2018 but a special meeting had taken place to review the hire rates for the Mother and Toddler Group following the decision to increase these at a previous meeting. A further subsidised rate had now been agreed which would be reviewed at the end of November 2018.

Following a series of roof leaks temporary repairs had been arranged but there were concerns that extensive repairs may be required.

RESOLVED (6)

- a) That the information is received and duly noted.
- b) That the building contractor is contacted to ascertain if a building guarantee exists.

9) KILHAM LANE RECREATION GROUND SITE AND BUILDINGS ISSUES

a) Commencement of grass cutting

In view of the re-seeding work to the recreation field the commencement of grass cutting had not yet been arranged.

b) Replacement of original electric heater in meeting rooms

Consideration was given to whether the original heater should be replaced as the heat output was low although a second heater with a timer had been fitted.

c) Hire of Meeting Rooms

Notification had been received of a request to hire the meeting rooms for a six week period commencing on Wednesday 18 April between 1.00 – 3.00.pm for a six week period. Arrangements would be made to loan a set of keys.

RESOLVED (7)

- a) That arrangements be made for grass cutting to commence.
- b) That the handyman is asked to set the timer for the heater two hours prior to the council meeting.
- c) That the hire of the meeting rooms be noted.

10) REPORT FROM THE BUTTERFLY WORKING GROUP/APPROVAL OF COSTS

A meeting had been held on 22 March 2018 which had been attended by the Head Groundsman of the Yorkshire Wildlife Park who had subsequently provided a quotation for the supply and planting of plants and laying an area of turf for a commemorative bench. A total budget of £2,500 was expected to be needed to cover the cost of the bench and planting work and therefore £1,500 would be needed from parish council funds with a possible contribution from Auckley Parish Council who had pledged an amount subject to cost information being provided.

RESOLVED (8)

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

- a) That the YWLP is thanked for the support of the Head Groundsman.
 b) That an amount of £1,500 is agreed towards the cost of the project in addition to the grant of £1k.
 c) That two further quotations are sought for the supply and planting of plants from DMBC and Walkers Nursery by Friday 13th April with a view to the work being completed by 30 April 2018.

11) 2018/19 ASSET REGISTER

Consideration was given to the latest Asset Register which the Clerk explained that on reading the latest Governance and Accountability regulations and on seeking advice from YLCA a small number of items on the Asset Register were incorrectly included as 'parish council assets' and should be included as 'community assets'. A separate listing had been drawn up and a copy sent to YLCA for any further advice or amendments needed. The issue of land valuation had also been raised as all land had been included previously as a community asset but it was not known if any covenants actually existed on the recreation ground and Doncaster Road garden land.

RESOLVED (9)

- a) That the revised asset register be approved subject to any further advice being received from YLCA.
 b) That advice be sought from YLCA on land valuation procedures.

12) ATTENDANCE ON YLCA DATA PROTECTION TRAINING COURSE

Details of training courses provided by YLCA at a cost of £45 per delegate had been circulated in advance of the meeting. Councillor Worthington had agreed to provide transport at no cost to the council.

RESOLVED (10)

That approval be granted for the attendance of Clerk, Councillors M Caygill and J Worthington to attend the course on 26 April 2018 subject to a 50% contribution from Auckley Parish Council as a reciprocal arrangement.

13) GARDEN AND COMMUNITY OPEN SPACE ISSUES

RESOLVED (11)

That the Handyman is asked to plant suitable flowers in the village plinths.

14) PLANNING MATTERS

The following planning applications were considered:

18/00453/FUL 283 Bawtry Road	Erect first floor to bungalow/2 storey extension with double garage attached	No comments
18/00520/FUL 1 Bracken Close	Single storey pitched roof rear extension/ rendering of existing garage to match proposed extension	No comments
18/00528/FUL 12 Warning Tongue Lane	Erection of detached bungalow	Comments
18/00533/FUL Rear of 23 Warning Tongue Lane	Erection of four bedroom detached house with attached triple garage	Comments
18/00673/FUL The Villa, Brockholes Lane	Erection of orangery being resubmission of previously approved application 17/00203/FUL	No comments
18/00717/DOV Manor Farm	Modification of Section 106 Agreement relating to the timing/detail of works associated with the Railway Crossing Improvement Scheme	No comments

RESOLVED (12)

- a) That no comments or objections be made in respect of applications denoted above.
 b) That comments be submitted supporting the comments of the DMCB Tree Officer in respect of applications 18//00528FUL and 18/00533/FUL.
 c) That the decisions reached since the last meeting are duly noted.
 d) That the Finningley Ward Councillors are asked to provide information relating to the Section 106 Agreement for Manor Farm.

15) HIGHWAY MATTERS

There were no additional matters were raised:

16) ELECTRICITY UNMETERED SUPPLY CONTRACT FOR 2018/19

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

Details of price increases of 25% for the cost of the electricity and further increases for the administration from Npower were considered along with a quotation from Eon that provided for no administrative costs and consumption costs in line with those for 2017/18.

RESOLVED (13)

That Eon be contracted to supply the unmetered electricity for the 2018/19 Christmas lights.

17) POLICE MATTERS/LATEST NEWSLETTER FROM SYPCC

A copy of the response received from the police officers attending the previous meeting denoting that the recorded incidents under the heading 'Violence and sexual offences' were not a cause for concern had been circulated. Members welcomed the prompt response and reassurance.

A copy of the latest newsletter from the SYPCC was circulated for information. Details for crimes in February 2018 were not yet available.

Notification had been received from Shaun Morley the new Doncaster and District Commander Chief Superintendent of an introductory meeting to be held at Doncaster Police Station on Wednesday 11 July 2018 between 11.00am and 12.30 pm. and that further meetings would be held on a quarterly basis.

Members were asked to indicate if they wished to attend.

RESOLVED (14)

That members notify the Clerk in advance of the meeting if they wish to attend the meeting with the Police District Commander.

18) WEBSITE MATTERS

Members enquired as to whether there were any issues relating to 'Cookies' but it was explained these did not apply. The Clerk would seek to update the site with the financial information required.

19) BANK PAYMENTS

RESOLVED (15)

That the following payments made are duly authorised:

17/95	Clerk	March Salary	£ 606.32
17/96	Clerk	Postage and stationery	£ 9.06
17/97	Arrow Publications	March newsletter	£ 114.00
17/98	Metro Locksmiths	New keys/fobs	£ 38.40
17/99	Handyman	4 th Quarter salary	£ 635.51
17/100	Handyman	Petrol for mower	£ 6.50
17/101	DMBC	Grit bin/rock salt	£ 87.60
17/102	DMBC	Green waste collection for March 2018	£ 39.00
17/103	AJH Electrical	Portable Appliance Testing	£ 20.00
17/104	HMRC	4 th Quarter return	£ 635.61

20) ORAL REPORT ON 2017/18 FINANCIAL OUTTURN

The Clerk reported that the bank balance at the end of the financial year was £41,544.35 which was in excess of one year's precept however work to re-seal the Rose Garden and costs associated with the butterfly trail were still to be incurred. A number of invoices were also still outstanding.

RESOLVED (16)

That the information is noted and the formal bank reconciliation be presented to the next meeting.

21) REPORTS FROM MEETINGS ATTENDED IN MARCH 2018

a) Parish Council Joint Consultative Committee on 14 March 2018

Councillor Caygill had supplied a written report denoting the following:

- Questions and answers for the Mayor's attendance at the meeting,
- Financial cuts of £44m by 20/21 and capital investment projects of £349m
- Town and parish council service enhancement partnerships
- Data Protection Regulations – No capacity to offer Data Protection Officer appointments

b) DSA Noise Monitoring and Environmental Sub - Committee – 15 March 2018

Councillor Worthington reported on the following:

- Open day and consultation period for the Airport Master Plan
- Passenger numbers increase and importance of cargo transportation
- New routes for 2018

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

- Community Fund availability
- Airport Consultative Committee election of parish councillors J Worthington, N McCarron and A Cropley

c) YLCA Planning Seminar on 24 March 2018

Councillor Worthington had attended and outlined that the course had focused particularly on material objections (which included overlooking and overbearing).

d) Neighbourhood Policing Event – 28 March 2018

No one had been able to attend this event.

e) DMBC Public Rights of Way Meeting – 29 March 2018

Councillor Worthington reported that a Definitive Map review was being undertaken and public consultation would be held. Flooding and drainage issues on the Manor Farm site had been raised

f) Igas – 29 March 2018

Councillor Worthington reported that Misson Parish Council had expressed concerns over the work that was taking place as it was felt the council had not been fully informed of events. A review of the terms of reference with the Community Liaison Group and Igas was to be undertaken. No highway matters had been raised that affected Cantley with Branton parish.

RESOLVED (16)

That Councillors M Caygill and J Worthington are thanked for her reports provided.

22) ITEMS OF CORRESPONDENCE

Correspondence denoted on the agenda was considered including details of forthcoming events arranged by Rossington Parish Council and the formation of a group for new mothers in Rossington.

RESOLVED (17)

That the items of correspondence denoted on the agenda and tabled at the meeting be noted.

23) DATE AND TIME OF NEXT MEETING

RESOLVED (18)

That the next meeting (Annual Parish Council) be held on Wednesday 2 May 2018 commencing at 6.30 pm.

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