

**CANTLEY WITH BRANTON PARISH COUNCIL**

**Minutes of the Meeting of the Parish Council held on Wednesday 6 September 2017 at Kilham Hall Meeting Rooms commencing at 6.30 p.m.**

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

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

**1) APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor G Warrender.

RESOLVED (1)

That the apologies be accepted and duly recorded.

**2) EXCLUSION OF PUBLIC AND PRESS**

RESOLVED (2)

That no items are excluded from the public and press.

**3) DECLARATIONS OF INTEREST**

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

**4) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS**

Apologies had been received from Councillors J and S Cox.

The Stronger Communities Officer reported that A5 size notices had been fitted at the recreation ground (following the introduction of the Public Spaces Protection Order (PSPO) which came into force in August) but these had been removed and arrangements would be made to fit new signs and the enquiry followed up as to whether the parish council could purchase A3 notices to replace the Dog Control Order notices that had been superseded by the PSPO. The Clerk confirmed that notification had been received that the Dog Enforcement Team would visit the recreation ground but no details of any visits had been received. The SCO agreed to ascertain details of the visits and provide the information to the Clerk.

RESOLVED (3)

a) That the DMBC Officer is thanked for his attendance and the information provided.

**5) MINUTES OF THE MEETING HELD ON 5 JULY 2017**

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) Update on provision of new outdoor equipment at Kilham Lane Recreation Ground

DMBC had confirmed that tenders had been sought from three suppliers and two had responded, these were currently being evaluated with a view to the contract being awarded in the near future. Samples of artwork for the signage had been provided and DMBC had recommended Red Bonsai as the best value from the three quotations sought.

b) Withdrawal of planning application for Multi-Use Games Area (MUGA)

Due to the continued objections from Sport England regarding the proposed surface and required evidence, following consultation with the parish council DMBC had withdrawn the planning application.

c) Funding bid for butterfly trail

This had been submitted and notification of receipt received.

d) Mobile telephone for the Clerk

Initially it seemed that most suppliers no longer provided a free handset but there were monthly plans of around £5. Tesco may offer a handset with a monthly cost of £7.50 and this would be explored.

e) Insurance policy for 2017/18

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

The renewal premium of £782.62 had been paid and would not be increased if a claim was submitted however the current contract would end at the end of the year if a claim was paid.

f) Computer maintenance/replacement of laptop

An annual maintenance check had now been completed but the contractor was of the opinion that the laptop was not operating well and a replacement should be considered.

g) Website

The Clerk and Chair had completed the training provided by the webmaster but there were still some areas that may need some input from the webmaster and he would be contacted if these could not be satisfactorily progressed.

RESOLVED (5)

a) That the information relating to actions undertaken by the Clerk since the last meeting be duly noted.

b) That the artwork of Red Bonsai be agreed for the new signage at the recreation ground.

c) That the decision by DMBC to withdraw the planning application for the MUGA be supported.

d). That the purchase of a new laptop be agreed at a cost not exceeding £500 and a possible joint purchase with a mobile telephone be considered.

## 7) ITEMS RAISED BY MEMBERS OF THE PUBLIC

No members of the public were in attendance.

## 8) EXTERNAL AUDIT OF 2016/17 ACCOUNTS

This item was deferred as the expected report was still awaited.

## 9) KILHAM HALL MANAGEMENT COMMITTEE REPORT

Councillor Sidebottom reported that no further meeting of the committee had taken place since 3 July and the next meeting was scheduled for 11 September 2017. Details of the cost of the defibrillator would be provided to the management committee in order to confirm the contribution that had been previously agreed by the committee. The location of the equipment would also need to be determined.

RESOLVED (6)

That the information be received and duly noted.

## 10) RECREATION GROUND/MEETING ROOMS AND GARDEN ISSUES

a) Fire damage to children's play area

An area in the corner of the playground near the children's swings had been damaged by fire on Saturday 27 July 2017 around 3.30 pm. Local residents had called the fire brigade but had managed to extinguish most of it by the time the fire service had arrived. The Clerk had asked for a report but none was available but a crime number and an investigation by the local police had been carried out but no further information was available. Quotations for repairs by DMBC were considered and whether an insurance claim should be submitted.

b) Damage to wooden fencing at Kilham Hall car park

Two horizontal lengths of the fencing had been damaged (presumably by a car parking) which was not repairable and needed replacing.

c) Playground Inspection Report and Replacement/Repair of Cradle Swings

The playground inspection dated 7 July 2017 had identified no action but following a subsequent site visit by DMBC on 18 August 2017 one of the cradle swings had been removed for safety reasons and the remaining swing had been repaired with tape and was in need of replacing in the near future.

d) Public Space Protection Order – Provision of Notices

Information was awaited from DMBC regarding as discussed under item 4.

e) Blocked drain in car park area

Following periods of heavy rain the drain had overflowed creating a large pool of water which may present a danger in cold weather.

f) Annual hedge cut

This would be due to take place in October possibly when contractors installing the new outdoor equipment would be on site.

RESOLVED (7)

That the repairs to the playground surface be deferred unless DMBC advised of any ongoing health and safety issues and the surface be monitored

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

- b) That consideration is given to funding fencing replacement in the next financial year and the matter be discussed at the next meeting.
- c) That DMBC is asked to provide a quotation of the cost of repairing the two cradle swings.
- d) That the Handyman is asked if improvement could be made to the drain in the Kilham Car Park by using drain rods which Yorkshire Wildlife Park could loan and the outcome be considered at the next meeting.
- e) That the annual hedge cut be arranged for early October with the height of the hedge not reduced but the depth cut as appropriate.

#### **11) PLANNING MATTERS**

There were no new planning applications to consider. The Clerk had submitted comments in respect of application 17/01744 supporting the comments of the Highway Authority in line with that submitted for a previous application for the same dwelling and the application had now been granted.

RESOLVED (8)

- a) That the comments submitted by the Clerk following consultation with members are agreed.
- b) That the decisions reached since the last meeting are duly noted.

#### **12) HIGHWAY MATTERS**

The following matters were raised:

- Damaged bollards on Doncaster Road, near Poppyfields Way awaiting repairs being completed
- A spillage of building materials on Doncaster Road adjacent to the former Post Office
- A damaged grass verge on the junction of Whiphil Top Lane and New Road.

RESOLVED (9)

That the matters be reported to DMBC.

#### **13) FIRST QUARTER BUDGET MONITORING REPORT**

Consideration was given to the report which identified that expenditure was in line with the agreed budget.

RESOLVED (10)

That the information is received and noted.

#### **14) FIRST QUARTER BANK RECONCILIATION**

The reconciliation reflected a balance of £42,011.25.

RESOLVED (11)

That the reconciliation is agreed and duly certified.

#### **15) DONATION TO ST WILFRID'S SCHOOL FOR THE WALK TO SCHOOL INITIATIVE**

Councillor Sidebottom reported that Tesco Community Fund had awarded £2k towards the project, the PTA were to provide £500 with an amount from the school to be determined. The parish council contribution was therefore in the region of £750.

RESOLVED (12)

That the Clerk arranges for the amount be donated to the school in line with the agreed figure when the final figure has been calculated.

#### **16) QUOTATIONS FOR FENCING POSTS ON VALLEY DRIVE/RURAL CRESCENT**

Two quotations had been received with options on types and styles of suitable fencing or posts, one from the contractor recommended by DMBC the second from a local contractor who had previously undertaken work for the parish council.

RESOLVED (13)

That the fencing quotation from Michael Spencer Fencing at a cost of £1,250 is agreed and the Clerk arranges for a site meeting with DMBC and the contractor prior to the work being undertaken.

#### **17) QUOTATIONS FOR A DEFIBRILLATOR**

Quotations had been received from three suppliers one of which was via the Yorkshire Ambulance Service and which had the lowest basic costs but with a number of choices.

RESOLVED (14)

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

That a defibrillator from Wel Medical is purchased through Yorkshire Ambulance Service (YAS) at a cost of £750 + vat with an external cabinet costing £520 + vat; and the Clerk obtains the necessary information for finalisation at the next meeting.

### 18) COMMEMORATION OF WORLD WAR ONE BATTLES

Information was provided on the availability of a bespoke bench that was available which could incorporate poppies and a message of 'Lest we Forget' along with any dates.

RESOLVED (15)

That this be considered at the next meeting in preference to planting a further tree on the site.

### 19) ARRANGEMENTS FOR THE ANNUAL CHRISTMAS CAROL SINGING EVENT

Due to a change of teaching staff at the local school Councillor Sidebottom reported that it was not known if a children's choir would still be available for the event and that if not the holding of event may need reviewing.

RESOLVED (16)

That Councillor Sidebottom contacts the school with proposed dates of 13 or 19 December 2017.

### 20) POLICE MATTERS AND CRIME REPORTS FOR MAY AND JUNE 2017

Details of the May and June crime statistics were reported denoting ten crimes in Branton, one in Old Cantley and four in Bessacarr in May and fourteen, three and eight respectively in June 2017.

RESOLVED ( 17)

That the information is received and duly noted.

### 21) CORRESPONDENCE FROM LOCAL WI GROUP

A letter had been received explaining that since the transfer of the Post Office to the Costcutter store there was no facility to display public notices about forthcoming events which was a detriment to those residents that did not have access to online information. An amount of information was contained in the Branton and Auckley Arrow magazine and on the internal notice board in Kilham Hall.

RESOLVED (18)

That the correspondence be noted and Kilham Hall Management Committee is asked to consider whether the notice board provided by the Management Committee at the entrance to the recreation ground could be better utilised to display some public notices.

### 22) YLCA WHITE ROSE UPDATE AND TRAINING INFORMATION

Consideration was given to the latest White Rose Update which confirmed the requirement to publish the report from the external auditor on notice boards and on the website and the availability of the Good Councillor's Guide to Finance and Transparency.

Details of training events for the autumn period were provided.

RESOLVED (19)

That the information is received and duly noted.

### 23) BANK PAYMENTS AND LCR RENEWAL

Notification had now been received from LCR that the cost of the four publications was £17.

RESOLVED (20)

a) That the following payments made are duly authorised:

17/28	Clerk	July Salary	£605.87
17/29	nPower	Admin 1.4.16 – 31.10.16	£ 11.08
17/30	Glendale	Grass cutting 2/6 & 16/6	£ 79.90
17/31	DMBC	Green waste 1.7.17 – 30.9.17	£169.00
17/32	Clerk	August salary	£598.22
17/33	SLCC	Annual regional conference	£ 82.80
17/34	Branton Farm Nursery	Repair to equipment	£ 15.87
17/35	Glendale	Grass cutting 7/7 & 21/7	£ 13.42
17/36	Handyman	Petrol for mower	£ 14.51
17/37	ICO	Annual fee for data protection	£ 35.00
17/38	Exact Marketing	3rd payment for new website	£186.00
17/39	Aon	Annual insurance premium	£782.62

b) That the annual subscription to LCR cease as it was felt comparable information was available through other publications received.

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

**24) REPORTS FROM MEETINGS ATTENDED**a) PCJCC – 12 July 2017

Councillor Sidebottom reported that a presentation had been received on the latest Local Plan however this had subsequently been withdrawn and a final draft plan was awaited. Information had also been provided on air quality around Doncaster with the area around Warning Tongue Lane/Bawtry Road and the A1/M18 junction some of the worst affected areas. Details of planning enforcement procedures were also outlined and that it was a costly and time consuming activity.

b) DMBC Public Rights of Way Meeting – 12 July 2017

Councillors N Williams and J Worthington reported that they had been unable to attend but the minutes were now available. It was noted that most recent issues related to the surrounding area

c) SLCC Regional Conference – 16 August 2017

The Clerk reported that the conference had been good value for money with opportunities to network with both local clerks and those across the region. The most useful exhibitor had been a manufacturer of bespoke metal benches. The day had provided an update on new legislation but there was no new information on the Data Protection legislation which was expected in the near future. There was much focus on social media and the positive benefits which may wish to be considered. A case study on how a council had acquired a community asset was enlightening.

d) DMBC (Yorkshire Wildlife Park planning application meeting) – 30 August 2017

Councillor Chorlton reported that the meeting had been attended by Finningley Ward Councillors, representatives of the four local parish councils, the Yorkshire Wildlife Park and Mott, McDonald who had carried out a traffic survey. The meeting had not met the expectations of some local members as little new information had been provided. The YWP had responded to questions raised and that a planning application for the expansion of the park and for the main entrance to be relocated off Hurst Lane in Auckley was to be submitted in the near future.

e) Igas – 31 August 2017

Councillor Worthington reported that Misson Parish Council were meeting with residents in respect of the drilling of boreholes and traffic issues. The railway crossings at Misson and Finningley would be closed and noise monitoring undertaken whilst work was taking place. Final information from Nottinghamshire County Council relating to the planning application was still awaited. Traffic from the site was expected to turn north at Blaxton towards Hatfield thereby not travelling through the local villages.

RESOLVED (21)

That the reports are received and the information duly noted.

**25) ITEMS OF CORRESPONDENCE**

Correspondence denoted on the agenda was considered including additional information received from DMBC relating to the availability of bereavement counselling services in Thorne, a Colour of Light procession in Doncaster, support services in the south locality family hub, basic skills classes at Rossington, an open day at Hatfield Moors and an invitation to Doncaster's Clinical Commissioning Groups AGM. Members were made aware of the noise monitoring survey commissioned by the CAA.

RESOLVED (22)

That the items of correspondence denoted on the agenda be received and duly noted

**26) DATE AND TIME OF NEXT MEETING**

RESOLVED (23)

That the next meeting be held on Wednesday 4 October 2017 commencing at 6.30 p.m.

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