

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 5 December 2018 at Kilham Hall Meeting Rooms commencing at 6.30 p.m.

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

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

1) CO-OPERATIVE COMMUNITY FUND

The representative was now unable to attend due to work commitments.

RESOLVED (1)

That the representative be invited to attend the next meeting if the council is eligible to bid for funding,

2) APOLOGIES FOR ABSENCE

Apologies were received from Parish Councillor N Williams.

RESOLVED (2)

That the apologies be accepted and duly recorded.

3) EXCLUSION OF PUBLIC AND PRESS

RESOLVED (3)

That in accordance with the Public Bodies (Admissions to Meeting) Act 1960 item 10b) is excluded on the basis that the information is commercially sensitive and item 25 is excluded due to staff confidentiality.

4) DECLARATIONS OF INTEREST

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

5) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS

All of the Ward Councillors had sent apologies and the DMBC officer provided the following information:

- The parish council could submit a bid for funding from the Co-operative Community Fund and it was believed a separate 'mangers fund' for amounts up to £250 was also available.
- DMBC officers would be working normally over the festive period other than on bank holidays
- Details of community events for December was being collected and support provided as required.

The parish council provided details of the consultation that was taking place with regard to the provision of a Multi Use Games Area (MUGA) and a copy of the leaflet was provided. The deadline for responses was 30 January 2019.

RESOLVED (4)

That the information is received and the support received greatly appreciated.

6) MINUTES OF THE PARISH COUNCIL MEETINGS HELD ON 7 NOVEMBER 2018

RESOLVED (5)

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

7) 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 a supplier of support poles for trailing plants at the butterfly trail

Contact had been made with the local Wildlife Park but the grounds team stated that they had not purchased any support poles of the type that was being sought by the parish council. The local resident had been contacted for further information and this was awaited.

b) Drainage issues at Kilham Hall/Car Park

GNE had sent their findings and a set of photographs to the architect but no further information had been received to date.

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

c) External lighting improvements for Kilham Hall Meeting Rooms

A local electrician had supplied a quotation of £91.50 to provide an additional external light outside the meeting rooms in conjunction with work being undertaken at Kilham Hall.

d) Update on provision of new fencing at Kilham Hall entrance and car park

The contractor had stated that the new fencing would be supplied and fitted in January 2019.

e) Consultation arrangements for the provision of a MUGA

Councillor Sidebottom confirmed that the consultation leaflet had been included in the copies of the Branton and Auckley Arrow that had been distributed in Branton and Old Cantley. The leaflet had also been uploaded on the website and a box for receipt of the replies had been sited at Branton Post Office. The replies would be collected on 31 January 2019 after the closing date. It was noted that Barnburgh Parish Council had a MUGA which may be of a suitable type for the recreation ground.

f) Tree Survey for Kilham Lane Recreation Ground

A DMBC Officer had visited on 13 November 2018 to undertake a preliminary assessment and had concluded that the boundary trees on the east side of the field were most likely not the responsibility of the parish council and a further detailed survey would be undertaken and advice provided on any maintenance required.

g) Electrical Testing/Repairs

The three electrical items had been tested and the heater in the meeting room that was thought to be in need of repair was working satisfactorily. It was concluded that the sensor light in the toilet was faulty and was lit continuously.

h) Other Issues

The gate entrance key to the recreation ground still had not been returned. Letters had been sent to the Three Horse Shoes and residents of Whiphill Top Lane who had attended the last meeting but no acknowledgement had been received from either of the recipients. A DMBC Officer had met with the Chairman regarding improvements to the open space to the rear of Poppyfields who had suggested some remedial work but that the cost of re-seeding areas may be prohibitive. A request had also been made for signs relating to dog fouling.

RESOLVED (6)

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

b) That Councillor Sidebottom contacts the local resident regarding the provision of wooden poles for the climbing plants at the butterfly trail.

c) That DMBC is approached to provide an independent assessment of the surface water problem in the car park at Kilham Hall.

d) That the cost of the additional external light for Kilham Hall Meeting Rooms be agreed and the contractor be asked to investigate the repair/replacement of the sensor in the meeting room toilet area.

e) That two reflective strips are purchased and the handyman is asked to fit these to the Kilham Hall car park entrance gate posts in order to improve visibility during dark evenings.

f) That the Chairman of Kilham Hall Management Committee is notified of the proposed date for the erection of the new fencing at Kilham Hall car park.

g) That Barnburgh Parish Council is contacted to ascertain the supplier of the MUGA in its parish.

h) That further attempts are made for the return of the entrance gate key.

i) That further discussions take place with DMBC regarding re-seeding the open space at Poppyfields and the cost of grass seed is ascertained in order for the parish council to consider funding the cost.

8) ITEMS RAISED BY MEMBERS OF THE PUBLIC

No members of the public were in attendance.

9) KILHAM HALL MANAGEMENT COMMITTEE REPORT

Councillor Sidebottom reported that the AGM and regular meeting had taken place on Monday 12 November 2018. Regrettably two members of the committee had decided to step down so two vacancies existed and cards and thank you gifts had been arranged as appropriate. Amy Ducker-Jacques had agreed to take on the role of Treasurer.

One off 'party type' bookings had now increased but there was a slight reduction in the numbers attending the coffee club due to bereavements, illness and relocation of members. The annual Christmas coffee morning event would take place on Tuesday 18 December 2018.

There had been some large expenses incurred due to roof repairs, redecorating and new radiators but there was a substantial balance of £12k to date.

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

RESOLVED (7)

- a) That the information be received and duly noted.
- b) That a letter of thanks is sent to the retiring Treasurer to thank her for her services to the committee.

10) RECREATION GROUND/MEETING ROOMS AND GARDEN ISSUES**a) Storage of play equipment**

The Fire Extinguisher service report had advised that the large volume of items stored in the entrance lobby had the potential for an issue in relation to evacuation of the premises and therefore it was felt that an alternative arrangement for the storage if items needed to be made in the longer term although it was known that the playgroup had little financial resources available at the present time.

b) Quotations for Upgrading the CCTV

Quotations from Metro Locksmiths (£1,130 inc vat) and DT Security (£1,280) had been received. A third contractor had been contacted but had not attended for an agreed appointment and had not responded to a follow up call. Consideration was given to the two quotes one of which although more expensive had provided for two additional cameras and new lighting to the rear.

c) Security Checks by Members

Members had undertaken the weekend checks in accordance with the agreed rota and there had only been a small number of issues observed and it was felt that there were generally less issues during the winter season.

d) Servicing of Gardening Equipment

The handyman had contacted the local garden centre to arrange for the servicing of the equipment at a cost of £144.42 including any parts which was in line with previous years.

RESOLVED (8)

a) That it be agreed that an alternative storage facility was needed for the playgroup items and sources of external funding be sought and forwarded to the playgroup leaders for consideration including details of the Airport Community Fund which Councillor Worthington agreed to provide details of.

b) That the quotation from DT Security be accepted on the basis that separate contractors were not required for the additional lighting requirements.

c) That the members rota for security checks be as follows:

22/23 December – N Williams

29/30 December – M Sidebottom

5/6 January – M Caygill

12/13 January – M Turner

19/20 January – Y Butterworth

26/27 January – J Worthington

2/3 February – D Chorlton

d) That the quotation for the servicing of the gardening equipment be agreed.

11) GARDEN AND COMMUNITY AREAS MATTERS INCLUDING ORDER FOR NEW CHRISTMAS TREE

The Clerk reported that following the placing of the order for a replacement Christmas Tree DMBC could now only obtain a new tree at a height between 3-3.5m rather than 4-4.5m but at a lower cost of £366.15.

There were no other community garden issues raised.

RESOLVED (9)

That DMBC is asked to provide a tree around 4.5m high so as to replace the existing tree in the near future within the budget agreed at the previous meeting.

12) CHRISTMAS CAROL SINGING FINAL ARRANGEMENTS

Councillor Sidebottom reported that all arrangements had been made, Councillor Chorlton was arranging the printing of the carol sheets, the Clerk had contacted the local WI who had again agreed to provide mince pies and an offer had been received for Father Christmas. It was not yet known if Father Howard would be able to attend.

RESOLVED (10)

That the information is received and members encouraged to attend the event.

13) PLANNING MATTERS

The following new/revised planning applications were considered:

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

18/02783/OUT Stone Cross Manor	Erection of dwelling and conversion of stables to garage (All matters reserved)	Comments
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RESOLVED (11)

a) That the applications and decisions reached are received and duly noted..

b) That the following comments are submitted in respect of the planning application considered:

‘The parish council does not support the application as the building plot is deemed to lie outside the settlement boundary of DMBC’s policy framework.’

14) HIGHWAY MATTERS

The following matters were raised:

- Surface water on Warning Tongue Lane – this was under investigation by DMBC from a previous referral
- Unlit street lamps on Cantley Lane
- New street names for Branton House Farm development

RESOLVED (12)

a) That the issues be reported to DMBC

b) That the proposed new street names for the Branton House Farm development be ‘Old Farm Lane’ and Henlea Grove’.

15) FUTURE PROVISION OF OUTDOOR ILLUMINATED CHRISTMAS DECORATIONS

Members considered the costs for the initial electricity costs that had been provided by DMBC amounting to around £250 per unit, an annual inspection costing £500 and a full inspection every six years at £30 per unit. Information had also been received that it was possible to hire the decorations over a three year period the advantage being the display could be changed.

RESOLVED (13)

That information is sought on costs of hiring or purchasing decorations and any implications for storage for discussion at the next meeting.

16) 2019/20 BUDGET PLANNING PREPARATION

Consideration was given to a plan of the expected costs for the current contractual arrangements and running costs for current assets and activities.

RESOLVED (14)

That the budget be enhanced to include costs for training, subscriptions for YLCA, SLCC, CAY and ICO at £1,000, £500 for equipment, £500 for playground repairs, cost of weed and feed treatment and £500 for donations with the finalisation at the next meeting.

17) YLCA PLANNING SEMINAR ON 21 MARCH 2019

Councillor Chorlton had expressed an interest in attending the full day seminar at a cost of £115.

RESOLVED (15)

That the attendance of Councillor Chorlton be agreed.

18) TO CONSIDER A SECURITY INCIDENT POLICY

YLCA had provided information and a copy of a policy that was felt to be appropriate for local councils to adopt as good practice to support and assist compliance with the General Data Protection Regulations.

RESOLVED (16)

That the adoption of a Security Incident Policy as forwarded by YLCA be agreed.

19) POLICE MATTERS

The Clerk reported details of crimes that had been included on the police crime map for the parish for the month of September 2018 with fifteen crimes reported in Branton, one in Old Cantley and eight in the Bessacarr part of the parish. The weekly updates for November 2018 denoted that patrols had been made at the recreation ground and two people had been ‘moved on’. Farm patrols on Gatewood Lane had taken place and advice along with property marking liquid had been given.

RESOLVED (17)

That the information is received and duly noted.

20) WEBSITE MATTERS

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

There were no new matters identified other than the Clerk explained that some of file maintenance would be needed in the future and the webmaster had offered to attend to undertake this with payment at the normal rate.

RESOLVED (18)

That the information is noted and the Clerk arrange the maintenance work as and when required.

21) TO RECEIVE REPORTS FROM THE FOLLOWING MEETINGS

a) Parish Council Joint Consultative Committee – 14 November 2018

Councillor Caygill reported that Parish Councillor Duncan Wright had been appointed Chairman and Finningley Ward Councillor Steve Cox appointed Vice-Chairman. The main item had been a presentation about the Police and Crime Commission Panel whose role it was to hold the Police and Crime Commissioner to account. Members present had raised concerns about the '101' telephone reporting service and that it did not provide an adequate response and also about nuisance motorcyclists. A presentation was also given on migration statistics in Doncaster which denoted that the numbers of migrants into Doncaster had fallen since 2013 although prior to this date Doncaster had received a higher number of migrants mainly from eastern Europe than other towns. The statistics on numbers were compiled from people registering for GP services and for obtaining an national insurance number and so may not cover all circumstances. Future items for discussion included plastic waste and the Joint Charter.

b) Police Quarterly Meeting – 21 November 2018

Councillor Caygill had attended and reported that it had been a worthwhile meeting and had discussed visiting farm properties, PCSO 'drop in' sessions, the '101' telephone service and vehicle crimes.

c) Public Rights of Way Meeting – 29 November 2018

Due to extenuating circumstances no member had been unable to attend the meeting but Councillor Worthington had contacted the Auckley Parish Council representative who had advised that no significant issues relating to Cantley with Branton parish were raised.

RESOLVED (19)

That the reports are received and the information duly noted.

22) AUTHORISATION OF BANK PAYMENTS

Consideration was given to the schedule of payments for signature.

RESOLVED (20)

That the following payments made are duly authorised:

18/80	Clerk	November Salary/travel	£ 654.88
18/81	Handyman	DIY screws/fuel for equipment	£ 17.69
18/82	Branton Farm Nursery	Garden supplies	£ 47.31
18/83	Npower	Electricity for 17/18 Christmas lights	£ 93.90
18/84	DMBC	Repairs to outdoor play equipment	£ 528.00
18/85	Glendale	Grass cutting 5 & 26/10	£ 82.30

23) ITEMS OF CORRESPONDENCE

Correspondence denoted on the agenda was duly considered and noted including the latest YLCA White Rose Update, an enquiry from a resident in Old Cantley regarding original photographs on the website, the collection of waste and recycling timetable over the Christmas period and the notification of the submission of the Bawtry Neighbourhood Development Plan.

RESOLVED (21)

That the information is received and the resident invited to attend a future parish council meeting to view the original photograph requested.

24) DATE AND TIME OF NEXT MEETING

RESOLVED (22)

That the next meeting be held on Wednesday 2 January 2019 commencing at 6.30 pm.

25) EXCLUDED FROM THE PUBLIC AND PRESS - REQUEST FOR AN EXTENDED HOLIDAY

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