

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 4 December 2019 at Kilham Hall Meeting Rooms commencing at 6.30 p.m.

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

IN ATTENDANCE: J Staniforth (Clerk to the Council) and one members of the public.

The member of the public introduced himself as Nick Fletcher the Conservative candidate for the forthcoming parliamentary election explaining that he had not attended to campaign but to enquire if anyone had any questions. Parish council members had no specific questions but asked a small number of general questions and thanked him for his attendance.

1) APOLOGIES FOR ABSENCE

Councillor Williams had tendered his apologies at the last meeting due to a pre-arranged work commitment.

RESOLVED (1)

That the reason for apologies for absence from Councillor Williams be agreed 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

Councillors D Chorlton and M Sidebottom declared an other interest in Item 10).

4) CO-OPTION OF A PARISH COUNCILLOR

DMBC had confirmed that no requests had been received to fill the parish councillor vacancy by an election by the closing date and therefore the parish council could co-opt a person to the vacancy.

RESOLVED (3)

That the vacancy be advertised on the parish council notice boards and in the Branton and Auckley Arrow (which the editor had offered free of charge) and in the Bessacarr and Cantley Today magazine providing an edition was published to give sufficient notice of the vacancy with a closing date of 28 January 2020.

5) APPOINTMENT OF A SECOND PARISH COUNCIL AUDITOR

RESOLVED (4)

That Councillor Williams is appointed as a second council auditor if willing to accept .

6) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS

No DMBC Ward Councillors or Officers were in attendance.

7) MINUTES OF THE MEETINGS HELD ON 6 NOVEMBER 2019

RESOLVED (5)

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

8) 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) Christmas Carol Singing/Publicity leaflets/Replacement Christmas tree and lighting

Councillor Sidebottom reported that the carol singing programme had been agreed with the school as broadly the same as the previous year with the school providing the accompaniment for the children singing and the local organist the accompaniment for the community carol singing. In order to encourage attendance it had been suggested that a leaflet be sent home with the children and the school had

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

agreed to print fifty copies of the programme although it was felt that additional ones may be needed. The Yorkshire Wildlife Park had donated forty animal puppets and an annual entry pass for a raffle prize. Sweets for the children had also been donated but as these were one type it was proposed to purchase a second choice with the donations from parish council members. Branton coffee club would serve the refreshments but a response was awaited as to whether the provisions would be provided or whether these needed to be purchased by the parish council.

A new Santa Claus outfit had been purchased at a cost of £49.99 +vat.

DMBC had removed the ornamental Christmas tree and the small tree and planted a new Christmas tree. Three residents had enquired as to why the tree had been removed and members of the parish council felt that there had been an element of misunderstanding regarding the removal of the large tree. The Christmas lights had been hung on 2 December 2019 but only the set of 40 lights used in view of the smaller tree.

b) Repair to damaged goalpost

It had not been possible to contact the local football team prior to the meeting but Councillor Sidebottom offered to contact the team when they were due to meet in the Meeting Rooms the following Sunday.

c) Use of social media for signposting information

The Clerk reported that tom post information on the Branton Village there would be a need to create an account as it was not acceptable to use a personal account for parish council information.

d) Repair of handyman's storeroom shutter

The contractor had visited the site to carry out the repair but felt providing a mechanised lock would be the most appropriate and had sent a quotation for £360 +vat but this provided access by remote control with only two devices being provided. A key access could be provided at a cost of an additional £84.

e) Other Matters

Work had been undertaken to the overgrown vegetation in the kerbsides on Moor View and the overgrown hedgerow on New Road. The issue raised by the residents of Milton Road at the November 2019 meeting had been referred to DMBC and the residents notified accordingly.

RESOLVED (6)

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

b) That the programme for the carol singing is forwarded to the organist when received from the school.

c) That the clerk arranges to purchase refreshments for the carol singing if the local coffee club are unable to provide them.

d) That a second quotation be obtained from GG Door Servicing for updating the handyman's store shutter to comply with safety requirements and an order be placed for the lowest cost quotation..

e) That in view of the complexities with posting information on the local social media site no use of social media be undertaken.

9) ITEMS RAISED BY MEMBERS OF THE PUBLIC

There were no items raised from the member of the public in attendance.

10) KILHAM HALL MANAGEMENT COMMITTEE REPORT

Councillor Sidebottom reported that the AGM was held on 13 November 2019 and a new member had been appointed and was to undertake the role of treasurer with support from the hall's chairman, other committee roles remained unchanged. In order to assist the work of the treasure consideration was being given to purchasing an accounts package. The contract for the caretaker role had been offered to the current incumbent on a permanent basis. Promotion of the hall's and meeting room facilities would be undertaken in the new year.

A message of thanks was extended to the management committee for the work undertaken.

11) APPOINTMENT OF AN INTERNAL AUDITOR FOR 2019/20 ACCOUNTS

.RESOLVED (7)

That the current internal auditor Ms C Wellings be reappointed as the auditor for the latest accounts.

12) PLANNING OF 2020/21 BUDGET

A report was provided denoting expenditure for 2018/19, projected expenditure for 2019/20 and details of costs committed or expected to be incurred in 20/21.

RESOLVED (8)

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That the budget for 20/21 include amounts of £5k for maintenance of the park area to cover the cost of any new fencing needed following the building of the storeroom extension, £900 for donations and £6k for new community development projects with additional funds being taken from reserves.

13) DMBC COSTINGS FOR PROVISION OF MULTI USE GAMES AREA (MUGA)

Information had been received from DMBC outlining the fees and the inclusion of a 10% contingency for the provision of a MUGA costing £80k. The total cost was £102, 580. A request had been made for the reaming balance of the Section 106 Funding but no figure had been received but was believed to be around £40k. DMBC had requested that no maintenance be built into the agreement.

RESOLVED (9)

That the information is received and the costs outlined agreed.

14) KILHAM HALL STORAGE EXTENSION

The Design Consultant had approved the building specification drawn up and submitted the planning application which had now been uploaded to the planning portal for approval at a cost of £256 .

RESOLVED (10)

That quotations for the building of the storeroom extension be obtained from LMN Construction and G Lee.

15) RESPONSIBILITY FOR ARRANGING COMMUNITY LITTER PICKS

A further litter pick had been undertaken on 30 November 2019 arranged by the community group that had been established and twenty three bags of litter had been collected. The Chairman reported that as a regular cycle for the litter picks had been established less rubbish was now collected. Consideration was given as to whether the parish council should be the organising body rather than a separate community group in view of the fact that the parish council provided a base which subsequently could store the equipment and funded the cost of refreshments. A supply of litter picks had been obtained and so there was no longer a need to bid for funding. The parish council insurance would be operable for any parish council activity.

An amount of fly tipping on Whiphill Top Lane had been reported to DMBC.

RESOLVED (11)

That it be agreed that future litter picks would be the responsibility of the parish council to arrange.

16) PROVISION OF DRIVER FEEDBACK SIGN INFORMATION

Information provided by DMBC relating to Driver Feedback signs was considered. The Clerk reported that Wadworth and Fishlake Parish Councils were in the process of installing solar panelled signs in the near future and had provided an amount of information. DMBC had indicated that to change the warning sign on Whiphill Top Lane to a Driver Feedback Sign would cost in the region of £2-2.5,k and a full costing could be arranged.

The Clerk advised that there were no specific po

RESOLVED (12)

a) That an order is placed with DMBC to replace the existing warning sign on Whiphill Top Lane with a 'Driver Feedback' sign subject to the cost not exceeding £2.5k.

b) That any decision regarding the provision of solar powered Driver Feedback signs be deferred pending assessment of signs being installed in other parishes.

17) OTHER HIGHWAY AND UPDATE ON EXISITNG ISSUES

The road inspection at Old Cantley was still awaited and had been delayed due to the flooding of areas in the borough. A communication had been received from a resident from the Poppyfields development enquiring as to the law relating to vehicles parking on the pavements and creating elements of obstruction for motorists and pedestrians. There were also unlit bollards on Doncaster Road.

RESOLVED (13)

That the resident is informed that if a vehicle is causing an obstruction to notify the police preferably via the online reporting system and enclosing photographs if possible.

18) KILHAM HALL PARK/MEETING ROOMS AND GARDEN ISSUES

a) Servicing of gardening equipment

The annual service was due and the handyman intended to arrange this so the equipment was taken prior to the Christmas break and collected early in the new year.

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

b) Letter requesting a skate park

A letter had been received from a young person thanking the parish council for the facilities that had been provided at Kilham Hall Park but that it was felt there was a gap in provision for young people aged between 11 – 15 and that the provision of a skate and scooter park would address this.

RESOLVED (14)

a) That the servicing of the equipment be agreed in accordance with the arrangements suggested.

b) That the correspondent be thanked for the interest shown but in view of the fact that a decision had been taken to provide a MUGA there were no additional resources or a suitable site for a skate park.

19) PLANNING MATTERS

The following new planning application was considered:

19/02135/REMM YWP	Details of animal housing and play equipment agreed in principle under application 18/0193/REMM	No comments
19/02499/REMM YWP	Landscaping for phase 1 hub for pavilions, courtyard and visitor services	Comments
19/02693/FUL 2 Stayers Road	Ground floor bay window extension to front	No comments
19/02702/FUL Land SW of New Road	Erection of dwelling following demolition of existing structure	Comments
19/02742/FUL 7 Plantation Avenue	Erection of outbuilding to rear	No comments

RESOLVED (15)

a) That the information including decision reached since the last meeting is received and duly noted.

b) That the comments be submitted in respect of planning application 19/02702/FUL denoting that the parish council objects to the application for a dwelling as the land is designated countryside policy area and would constitute a loss of open space between villages and could lead to an increased flood risk.

c) That comments be submitted in respect of application 19/02499 requesting that any public footpaths remain open to enable pedestrian access to the Wildlife Park.

20) POLICE ISSUESa) October 2019 crime reports

The reports denoted fifteen crimes in Branton, four in Old Cantley and four and five in Bessacarr area respectively.

b) Bulletins dated 8 and 29 November 2019

There was no specific information relating to the parish in the bulletins.

c) SYPC – Newsletter for September and October 2019

This outlined increased funding for additional police officers and the building of a new police station and custody unit on College Road, Doncaster.

d) Police 'Drop In' sessions

A date for the next session was still awaited.

RESOLVED (16)

That the information is received and duly noted

21) WEBSITE MATTERS

There were no new matters identified for the website.

22) NALC REVISED LNT 22 – DISCIPLINARY AND GRIEVANCE ARRANGEMENTS

RESOLVED (17)

That the provisions of the revised document be duly adopted.

23) COMMUNITY ALCOHOL PARTNERSHIP (CAP) MEETING - 25 NOVEMBER 2019

Councillor Worthington provided a report which outlined there were still some concerns and that anti social behaviour issues were not always young people. DMBC Officers together with the police were to liaise with schools and visit local stores. Chalk based logos were to be displayed in suitable weather and posters had been made available to display.

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

A suggestion had been made by a DMBC Ward Councillor as to whether the parish councils in the Finningley Ward would be willing to fund a part-time police officer to work for approximately 20 hours per week divided between the parishes.

RESOLVED (18)

That the information is received and that no commitment be made to the funding of a police officer at the present time.

24) AUTHORISATION OF BANK PAYMENTS

Consideration was given to the schedule of payments for signature.

RESOLVED (19)

That the following payments made are duly authorised:

19/71	Clerk (November salary)	£ 10.48
19/72	DMBC (Qu1 emptying dog litter bins)	£137.76
19/73	Glendale (grass cutting 4/10)	£ 42.38
19/74	Metro Locksmiths (annual alarm service)	£ 87.00
19/75	Today Publications (Newsletter for Bessacarr)	£ 72.00
19/76	HP Ink UK (Ink cartridges)	£114.74
19/77	DMBC (Qu 2 emptying dog litter bins)	£137.76
19/78	South Anston Fire (Fire extinguishers service)	£ 42.00
19/79	Clerk (reimbursement for Santa outfit/paper)	£ 65.69
19/80	Portal Plan Quest (planning application)	£256.00

25) ITEMS OF CORRESPONDENCE

Correspondence denoted on the agenda was duly considered including the YLCA November White Rose Update denoting guidance on bullying and harassment, webinar training sessions and a 'no precept cap'.

DMBC had provided notification of works to tree felling at the Black Carr Plantation and a consultation from NALC on strengthening police powers to tackle unauthorised encampments was also received.

RESOLVED (20)

- a) That the items of correspondence denoted on the agenda be received and duly noted.
- b) That DMBC is asked when Black Carr plantation would be fully reopened to the public, would it be left in a safe condition for the public as there were concerns over the state of the footpath and were any new trees being planted to replace ones that had been removed.

26) DATE AND TIME OF NEXT MEETING

RESOLVED (21)

That the next meeting be held in accordance with the agreed schedule but on the later date (due to the usual date coinciding with New Years Day) of **Tuesday 14 January 2020** commencing at 6.30 pm.

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