

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Virtual Parish Council Meeting held on Wednesday 3 February 2021, commencing at 6.30 p.m.

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

IN ATTENDANCE: J A Staniforth (Clerk to the Council), DMBC Ward Councillor R A Jones and B Walton (Clerk Designate).

1) APOLOGIES FOR ABSENCE

There were no apologies as all members were in attendance.

2) EXCLUSION OF PUBLIC AND PRESS

RESOLVED (1)

That item 23 be excluded from the public and press on the grounds of the confidential nature relating to employees to be discussed.

3) DECLARATIONS OF INTEREST

Councillors D Chorlton and M Sidebottom declared an 'other interest' in Item 12. Councillors M Caygill and J Worthington declared an 'other' interest in item 6c).

4) REPORTS FROM DMBC WARD COUNCILLORS/OFFICERS

a) Section 106 funding projects

The Clerk reported that the information had been forwarded from DMBC stating that all the required information had been included in the Officer Decision Record form and now only required certification by the appropriate Director. One the ODR had been signed off arrangements would be made to forward the legal agreement for signing. Once the legal agreement had been signed the services of the landscape architect and the project manager would be commissioned.

b) Damaged grass verges on Doncaster Road

Ward Members reported that DMBC had been notified that work was needed to restore the verges and a response had been received stating that the obligations of the contractors would be investigated and if the responsibility fell to DMBC the necessary work would be arranged.

RESOLVED (2)

a) That the information is duly received and Ward Councillors thanked for their help and support.

b) That the signing of the legal agreement be delegated to the Clerk in consultation with members.

5) MINUTES OF THE MEETINGS HELD ON 6 (MAIN MEETING) AND 18 AND 25 (RECRUITMENT COMMITTEE) FEBRUARY 2021

RESOLVED (3)

That the minutes of the Parish Council Meetings 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) Maintenance/replacement of security light above the Meeting Rooms entrance

The work had now been completed.

b) Collection of decorated stones for a Covid memorial

No notifications had been received with regard to stones being donated and a further article had been published in the February edition of the local magazine. The purchase of a suitable storage container was still being sourced.

c) Disposal of unused ink cartridges

An offer of £50 from a neighbouring parish council had been received for the unused ink cartridges.

Signed:-----: Chairman

Date:-----:

d) Location of additional Christmas trees

A site meeting had been arranged for 2 February 2021 but had been cancelled due to the weather and a date in the following week was awaited. As a consequence there was no further information on costs. An estimate of the cost of illuminating trees on Doncaster Road approaching the Warning Tongue Lane roundabout at approximately £942.50 per tree for year one and £500 for each year with a three year contract. In addition there would be a one off cost of for the electricity infrastructure and annual electricity supply. The latest policy document from DMBC also denoted that there would be a cost to the contractor for obtaining a permit to undertake installation of lighting.

e) Appointment of the Internal Auditor

Mrs C Wellings had accepted an appointment to complete the 2020/2021 accounts.

f) Report from Climate Change Emergency Webinar

Councillor Williams had circulated a detailed written report for consideration.

g) Disposal of Old Laptop

The Clerk reported that it was felt that there was no longer a requirement to retain the old laptop which was over ten years old with some of the software older and the IT support contact had offered to wipe clean the hard drive and dispose of it for £10 and could collect it.

h) Kilham Hall Trust Deed Variation

It was reported that the signing of the Variation Deed was still awaited due to changes to the Kilham Hall Management Committee but this could be completed as soon as a face to face meeting could be arranged.

RESOLVED (4)

- a) That the information relating to actions undertaken by the Clerk since the last meeting be noted.
- b) That the Clerk purchases a suitable container for the Covid stones.
- c) That the offer of £50 for the sale of surplus ink cartridges by Auckley Parish Council is accepted with thanks.
- d) That the information relating to illuminated trees and new Christmas trees be presented to the next meeting.
- e) That arrangements be made for the disposal of the old laptop and an appropriate receipt be obtained.
- f) That Councillor Williams be thanked for his written report.

7) THIRD QUARTER BANK RECONCILIATION

Consideration was given to the latest bank reconciliation which denoted a bank balance of £85,702.42. There was still a large DMBC invoice outstanding.

RESOLVED (5)

That the bank reconciliation is agreed and duly signed.

8) THIRD QUARTER BUDGET MONITORING REPORT

The report reflected that expenditure to date with only the stationery and equipment, Kilham Hall Park maintenance and two garden areas exceeding the planned budget. The first due to computer maintenance and the purchase of the Arnold Baker manual, the second due to tree work and the third due to additional maintenance as reported previously.

RESOLVED (6)

That the report is received and the contents duly noted.

9) FINANCIAL PROJECTIONS TO SUPPORT THE PURCHASE OF HIGHWAY CAMERAS

Consideration was given to financial information provided by the Clerk denoting an expected carried forward amount in the region of £75k assuming all outstanding invoices had been received and a projection of the level of reserves of £30k following completion of provisionally planned projects. This amount represented three quarters of the annual budget and was recommended as around the requirement to be retained in view of the council's capital assets.

A response had been received from DMBC advising that a site meeting was needed with the recommended contractor once the specific locations for highway cameras had been identified. It was noted that there were three exits from Branton.

RESOLVED (7)

- a) That the suggested locations for highway cameras be agreed as Whiphill Top Lane and in close proximity to the roundabout at Warning Tongue Lane.

Signed:-----: Chairman

Date:-----:

- b) That a site meeting be arranged to identify the most suitable locations based on the suggested sites and detailed costings be provided.
- c) That consideration be given to reviewing the priorities for expenditure from reserves in 21/22 with a view to determining any deferred expenditure for 2022/23.

10) ARRANGEMENTS FOR ORDERING NEW PICNIC TABLES

The concrete base had now been completed and the special offer for the picnic tables that had been chosen was still available however the arrangements for taking of the delivery and unloading the tables still needed to be determined. Councillor Williams offered to accept the delivery of the picnic tables and to transport the tables to the site of the bases free of charge.

RESOLVED (8)

That Councillor Williams is thanked for the offer to accept delivery and transport the tables to the site and the order is confirmed with the agreed delivery and transport arrangements.

11) ITEMS RAISED BY MEMBERS OF THE PUBLIC/BLACK CARR PLANTATION

No members of the public were in attendance but a communication had been received from both parish council members and members of the public regarding what was felt to be the unlawful felling of trees at Black Carr Plantation. DMBC had been duly notified and had denoted that the issue had been reported to the police. Councillor Jones reported that the Forestry Commission had visited the site to ensure there were no safety issues and had agreed to follow up the matter and for any further information to be sent forwarded directly to him.

RESOLVED (9)

That the information relating to the unlawful tree felling at Black Carr Plantation be noted and information be included in the latest newsletter to denote that any further information in relation to unlawful tree felling be forwarded to DMBC Ward Councillor Allan Jones.

12) KILHAM HALL MANAGEMENT COMMITTEE REPORT

Councillor Sidebottom reported that the hall remained closed with a weekly check being undertaken by the caretaker. Information was awaited as to whether any further funding was available for village halls. A meeting was to take place on 9 February 2021 and the Chairman asked if the parish council zoom subscription could be used.

RESOLVED (10)

a) That the report is received and duly noted.

b) That it be agreed that the parish council Zoom subscription be used for the Kilham Hall Management Committee meeting.

13) KILHAM HALL PARK/MEETING ROOMS AND GARDEN ISSUES

a) Order for replacement goal parts

Some damage had occurred to one of the goalposts requiring two new corner pieces costing £16.48 +vat and further pieces may be needed costing up to £30 + vat. It was not clear if there had been any deliberate damage and was possibly due to inclement weather.

b) Defibrillator battery

Notification had been received that the defibrillator battery should be replaced between years four and five and by no later than five years which would be in March 2022 at a current cost of £176 + vat.

c) Provision of office furniture

Following the appointment of the new Clerk and that the place of work would be deemed the parish council meeting rooms there was a need to provide some office furniture.

RESOLVED (11)

a) That the replacement of parts for the portable goalposts be agreed.

b) That arrangements are made for the defibrillator battery to be checked in July and a replacement ordered if required at that time.

c) That the new Clerk meets with the current Clerk to determine the needs for office furniture and details are presented to the next meeting for consideration.

14) CONTENT AND PUBLICATION OF NEXT NEWSLETTER

Signed:-----: Chairman

Date:-----:

Consideration was given to two separate newsletters for publication in the Branton and Auckley Arrow and Bessacarr Times.

RESOLVED (12)

That it be agreed that the content be combined so the same newsletters is published in each magazine and that information relating to the tree felling at Black Carr Plantation is included along with contact details for Councillor Jones is included along with details of the number of parish councillors and period of office in the item relating to the forthcoming parish council elections.

15) PLANNING MATTERS

The following new planning applications were considered and details of decisions reached since the last meeting had been circulated for information:

Councillor Williams withdrew from the meeting during consideration of applications 20/3552/ADV and 21/00017/ADV.

20/03396/FUL 29 Warning Tongue Lane	Erection of 4 bed detached house/ attached double garage/ widening vehicular access/demolition	Comments
20/03548/FUL Land east of Green Lane	Erection of detached bungalow with integral garage	Comments
20/03552/ADV 21/00017/ADV Yorkshire Wildlife Park	Display of 3 signs to at the new entrance Display of hub building signage	Delegated Delegated + Information
20/00033/FUL 283 Bawtry Road	Extensions to front and rear + increase roof height to form rooms + attached double garage	No comments or objections
21/00203/FUL Maudsville, New Road	Variation to change from hipped to pitched roof for rooms in roofspace/rear dormer for both Shanklin and Maudsville to become detached properties	Delegated
20/00469/FUL 9 The Close	Amended proposal re floor levels, no dig driveway and streetscene plans	No further comments

RESOLVED (13)

That the following comments are submitted to DMBC:

20/03396/FUL – The protection of trees to be notified

20/03548/FUL – Concerns regarding access an egress of traffic and impact on neighbouring properties

20/03552/ADV & 20/00017/ADV to be delegated to the Clerk and DMBC is asked as to why notification had been forwarded to Cantley with Branton Parish Council and not Auckley Parish Council.

21/00203/FUL – Delegated to the Clerk pending more information on the planning portal

16) AUTHORISATION OF BANK PAYMENTS

Consideration was given to the schedule of payments for signature.

RESOLVED (14)

That the following payments made are duly authorised:

20/093	Clerk (January salary)	£ 727.48
20/094	Clerk (Ink cartridges)	£ 103.99
20/095	Clerk (Zoom subscription for January meeting)	£ 14.39
20/096	Clerk (Floral tribute for member)	£ 40.00
20/097	Clerk (Stationery)	£ 6.50
20/098	DBS Construction (Concrete base for picnic table)	£ 780.00
20/099	B G Sport (Goalpost part)	£ 19.78
20/100	Wel Medical (Defibrillator pads + starter pack)	£ 101.88
20/101	Clerk (stationery)	£ 6.60

17) WEBSITE UPDATES

RESOLVED (15)

That information relating to the forthcoming elections for parish councillors is included on the website.

18) HIGHWAY MATTERS FOR CONSIDERATION BY DMBC OR OTHER AGENCIES

Signed:-----: Chairman

Date:-----:

There were no new highway matters raised.

19) POLICE ISSUES

Details of crimes reported in November and December 2020 had been circulated and reflected lower levels than in the previous year.

20) REPORTS FROM MEETINGS/TRAINING ATTENDED

a) PCJCC – 14 January 2021

Councillor Sidebottom had circulated a detailed report which had included an update from Dr Rupert Suckling Doncaster’s Director of Public Health.

b) DSA – Consultative Committee – 28 January 2021

Councillor Worthington provided a report stating that a response was awaited from the South Yorkshire Mayor following correspondence that had been sent, the car park and terminal expansion was in progress, cargo operations were continuing and options were under consideration for a rail terminal. An announcement was expected on the availability of the latest Community Fund.

RESOLVED (16)

That Councillor Sidebottom and Councillor Worthington are thanked for the reports provided.

21) ITEMS OF CORRESPONDENCE

Correspondence denoted on the agenda was duly considered including the availability of YLCA training events, White Rose weekly updates dated 8 and 22 January 2021, minutes of the DMBC Quarry Liaison Meeting held on 4 November 2020 and a consultation response from Misson PC relating to the restoration of exploratory drilling.

RESOLVED (17)

That the correspondence be received and noted.

22) DATE AND TIME OF NEXT MEETING

RESOLVED (18)

That the next meeting is held remotely on Wednesday 3 March 2021 commencing at 6.30 pm.

EXCLUDED FROM THE PUBLIC AND PRESS

23) ARRANGEMENTS FOR THE APPOINTMENT OF THE NEW CLERK/RESIGNATION OF CURRENT CLERK

Signed:-----: Chairman

Date:-----: