

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 2 October 2019 at Kilham Hall Meeting Rooms commencing at 6.30 p.m.

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

IN ATTENDANCE: J Staniforth (Clerk to the Council), PCSOs C Gough and M Clarke, S Racjan (DMBC Officer) and one member of the public.

The member of the public expressed concern over speeding traffic on Whiphill Top Lane and requested that traffic calming measures be implemented. The Chairman explained that a request had been submitted to DMBC for a meeting to discuss such issues but the initial request had been declined but the parish council would discuss in the meeting whether a further request be made for DMBC Highway Officers to attend a future parish council meeting.

Concern was also expressed about anti social behaviour that was witnessed and this was a concern for parents with young children. The resident was advised to report any incidents as this would enable a picture to be formed of the extent of the issue and resources allocated as appropriate. The DMBC Officer in attendance agreed to provide an up to date contact list for the reporting of incidents and advised that individual complaints be sent.

A request was also made for the use of social media to collect comments relating to the parish council proposals for a Multi Use Games area. The Chairman explained that the event had been advertised on social media but no comments had been received.

Members of the local policing team in attendance confirmed that they had received no reports of anti social behaviour in the last month and advised to report any incidents online as this was the same notification as using the 101 telephone number. A question was asked if a car driving at speed could be reported and it was explained that the current speed monitoring that was being undertaken could not issue penalty notices however new procedures were being enacted to ensure drivers found speeding could be issued with such notices. There was to be a further change in the areas PCSO support with Kayt Martin and Joanne Watson assuming responsibility for the area in the immediate future.

1) APOLOGIES FOR ABSENCE

Apologies were received from Councillors Y Butterworth, M Turner and N Williams.

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

Councillors D Chorlton and M Sidebottom declared an other interest in Item 8).

4) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS

The DMBC Officer enquired as to the response from the consultation held prior to the meeting and the Chairman reported that fourteen people had attended and the outcome had been positive apart from two residents reservations about a possible increase in anti social behaviour and two residents in favour of the MUGA did express some concern regarding parking on Kilham Lane with a suggestion that the car park for the community hall and park be extended as there were issues for farm vehicles if cars were parked along Kilham Lane. A resident had enquired as to whether the Section 106 monies could be spent on highway improvements but it was explained that the agreement specifically linked the monies to improvements on the park area of Kilham Hall.

5) MINUTES OF THE MEETINGS HELD ON 4 SEPTEMBER 2019

RESOLVED (3)

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

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

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) New outdoor illuminated Christmas decorations

DMBC were still awaiting a response from Northern Power Grid..

b) Communications with Old Cantley and Bessacarr areas of the parish

A draft of the proposed communication was considered.

c) Update on insurance claim

Quotations had been received and submitted to the insurance company and a response was awaited.

d) Removal of surplus/damaged items

The items had been collected at a cost of £30 (reclaimable from the insurance) for the damaged memorial stone and £25 (all plus vat) for the old CCTC equipment.

e) Enrolment of employees to pension scheme

Correspondence had been received from the regulator denoting the legal requirement to enrol employees into a pension scheme unless they wished to opt out. The Clerk reported that a letter had been sent to the Handyman and he had signed to confirm he did not wish to be enrolled in a pensions scheme. The Clerk confirmed that in view of approaching retirement age she did not wish to be enrolled in a pension scheme.

f) Broadband connection

The router had been received and was awaiting connection. No information had been received regarding the commencement of payment for the contract.

g) Christmas carol singing arrangements

Councillor Sidebottom had contacted the school and a decision was awaited on the music but the Ukulele Club had asked to be involved. The coffee club would serve refreshments and the WI provide mince pies.

h) Repair to goalpost

The repair was still awaited.

i) Nottinghamshire County Council Draft Mineral Policy

A copy of a response produced by Finningley and Blaxton Parish Council had been circulated to members for any comments to be added. It was noted that the main impact for the parish would be in respect of traffic on the A614 (Lindolme Road) and the property Boston Park Farm.

j) Replacement Christmas Tree

DMBC had now confirmed that a tree between 3.5 and 4m was available at a total cost of £1, 259.02 which included watering on eight visits per year for three years and included insurance if the tree died due to lack of maintenance (vandalism was not covered). It was not possible to provide a larger tree as specialist equipment was needed to plant and more maintenance was needed.

RESOLVED (4)

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

b) That the provision of new Christmas decorations be deferred until 2020 in view of the timescale.

c) That the proposed draft letter for publication in the next edition of the Cantley and Bessacarr Journal be agreed.

d) That the cost of the removal of surplus items totalling £55 +vat be agreed.

e) That the decisions of both council employees to opt out of a pension scheme be noted.

f) That Councillor Sidebottom arranges the connection of the broadband.

g) That the organist from 2018 is asked if he will provide the musical accompaniment at this year's carol singing event.

h) That the draft response produced by Finningley and Blaxton Parish Councils is agreed.

i) That the quotation which was in line with that previously agreed be accepted and DMBC asked to ensure the new tree is in situ by 1 December 2019 and that the old trees are removed.

7) ITEMS RAISED BY MEMBERS OF THE PUBLIC

Discussion took place on the suggestion from the resident that the Section 106 monies should be used for traffic calming measures on Whiphill Top Lane and it was clarified that whilst a Section 106 Agreement could be varied it was a complex legal process and did not extend to changes in the public highway and was only for the benefit of improvement to public open space.

RESOLVED (5)

That in the event of further contact from the resident the Clerk respond to the enquiry.

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

8) KILHAM HALL MANAGEMENT COMMITTEE REPORT

Councillor Sidebottom reported that a new temporary Caretaker/Booking Clerk had been appointed. The year-end accounts were due to be submitted to the accountant and a new user group for young children engaging in outdoor activities was due to commence in November 2019. There were numerous individual bookings for the month of November and a number of minor repairs had been carried out.

9) PROGRESSION OF SECTION 106 FUNDING FOR THE MUGA AND STOREROOM

The Chairman reported that the meeting with a DMBC Ward Member and Officer had outlined the options for the submission of tenders in that a specification could be drawn up and quotations received or a budget could be set and tenders invited to supply a detailed specification on what could be provided for the amount of money based on a broad specification. There was a need to prioritise the sports that the MUGA was intended to include and it was recommended that in view of the location (adjacent to the perimeter path and the 30m length between 2-4m from the outdoor gym equipment to the butterfly trail and the 16m towards the zip wire) that 3m fencing be fitted on all four sides for safety reasons. The exact location was not needed for the planning application and a further site visit could determine this. The public consultation prior to the meeting had not suggested any additional sports and had supported the 3m height for the fencing.

The local primary school had indicated that the school would use the MUGA on a formal basis as it did not have such facilities at the school.

With regard to the storeroom extension the Design Consultant was progressing the planning application. A communication had been received from one of the leaders of the playgroup expressing concern that the removal of the window at the rear of the hall would mean that the supervision of children using the children's playground would no longer be possible from inside the hall and this would impact adversely on the playgroup and other hall users. The Chairman reported that the matter had been discussed with the playgroup leader and it had been concluded that there was no reasonable alternative to the location of the storeroom and that Kilham Hall Management Committee had supported the proposal.

At this stage no detailed costing of the extension had been obtained and DMBC advised that this would be helpful in order to manage the sum of money available to ensure that the amount was not exceeded.

RESOLVED (6)

- a) That DMBC is asked to submit the planning application based on 3m fencing to three sides and the priority for sports be; netball, tennis, basketball and football..
- b) That the location be as advised adjacent to the perimeter path with the 30m between the outdoor gym equipment and the butterfly trail and the 16m towards the zip wire to ensure that the maximum of open space remained for general usage.
- c) That tenders sought for the MUGA be on the basis of a fixed sum and evaluated based on the amount of facilities provided.
- d) That the building specification be considered at the next meeting with a view to seeking estimates of the cost of building the storeroom.
- e) That the playgroup organiser be informed that it was felt that there was no suitable alternative location for the new storeroom extension.

10) REVIEW OF CCTV POLICY

Currently only one designated member and the Clerk were authorised to access the footage and it was felt that there may be occasions when both the Clerk and the designated member were unavailable and therefore a second member of the parish council should be designated.

RESOLVED (7)

That the policy be amended to allow two designated members and the Councillor Chorlton be designated as authorised to access the CCTV footage.

11) HIGHWAY MATTERSa) Response from DMBC to a request for a site meeting on Whiphill Top Lane

DMBC had responded that they were unable to attend a site meeting as the recent road traffic incident was due to a speeding motorist and according to police data the road has a good safety record compared to many other parts of the borough and therefore it would not be possible to allocate any resources as a priority for improvements.

b) Correspondence on traffic issues at Old Cantley

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

A communication had been received from a resident at Old Cantley stating there had been five accidents due to speeding traffic skidding around the bend at Nether Cantley Lane and hitting a stone wall.

c) Diversion of Bridleway No. 9 at Carr Lane

Details of the diversion which affected the Manor Farm area was considered.

d) Warning Tongue Lane – Road Closure

The closure to undertake drainage work was noted.

e) Closure of lay-by on Gatewood Lane

Following an enquiry DMBC had reported that the lay-by would be closed and the area re-seeded.

f) New highway matters

No new matters were raised.

RESOLVED (8)

a) That DMBC is contacted to request that a Highway Officer attend a meeting with the parish council either at the parish council meeting with the public in attendance or a separate meeting to discuss traffic calming on Whiphill Top Lane and Ward Councillors be copied into to the communication.

b) That the residents in communication with the parish council regarding highway concerns on Whiphill Top Lane and Old Cantley are updated on the parish council attempts to convene a meeting with DMBC to discuss traffic calming measures.

c) That other highway matter notifications are noted.

12) KILHAM HALL PARK/MEETING ROOMS AND GARDEN ISSUES

a) Playground inspection report/repair of leg press equipment

The latest inspection report had identified no new issues and the leg press had been repaired at a cost of £45 + vat.

b) Arrangements for servicing the alarm, fire extinguishers and portable appliances

The annual servicing of safety/security equipment was due in November 2019.

c) Installation of a bracket for housing CCTV monitor

Following the installation of the shelf in the office area the contractor suggested that the CCTV monitor be fitted to a bracket to allow the connection of the printer at a cost of £36.

d) Letter of apology from young person involved in an incident at the park

A letter of apology had been received from a young person involved in the 'fridge incident' during the summer holiday period who had been identified by CCTV and spoken to by the police.

e) Provision of an additional electrical socket in the office area

Due to the broadband connection and the CCTV equipment it was noticed that there were a large number of electrical leads that had been fitted to an adapter and it was felt beneficial for an additional double socket to be fitted.

f) Dog fouling

The handyman had reported a number of incidents of dog fouling on the park area one of which was on the children's playground. A resident had also reported an incident of anti social behaviour where a group of about ten young people were creating a disturbance.

g) Request to hire park area for a toddler group to undertake outdoor activities

A request had been received to hire the hall and use the park area for a nature based toddler group. The organiser had submitted details of public liability insurance and a Disclosure and Barring Service (DBS) check and the Clerk had verified these were in order. A taster session was to be held on 21 October 2019 with a view to the group commencing on 4 November 2019.

h) Re-setting of CCTV Password

There had been a need to re-set the password following access but the original contractor had undertaken the work free of charge.

RESOLVED (9)

a) That the latest playground inspection report be noted and the repair of the leg press agreed.

b) That the necessary arrangements be made for the annual electrical testing, fire extinguisher and security alarm servicing.

c) That the installation of a bracket for housing the CCTV monitor be agreed.

d) That the letter of apology from a young person be accepted and an acknowledgement sent.

e) That a quotation be sought from R J Electricals for an additional double socket and the work be arranged if the quotation is less than £100.

f) That the dog fouling incidents be noted and DMBC asked if they could attend and visit the Park area and Moor View, Valley Drive and Doncaster Road areas of Branton.

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

g) That the use of the Kilham Hall grounds be agreed in conjunction with the hire of the hall.

13) PLANNING MATTERS

The following new planning application was considered:

19/02022/FUL 19 Warrington Drive	Installation of first floor balcony/external stair and garden annexe (retrospective)	Comments
19/02166/OUT Hillcrest, Doncaster Rd	Erection of four dwellings/1 detached double garage and the formation of a new private drive	Comments
19/01984/FUL Willow Farm	Erection of an outbuilding to the rear	No comments

RESOLVED (10)

a) That the information including decision reached since the last meeting is received and duly noted including the dismissal of an appeal relating to Stone Cross Manor.

b) That the comments be submitted in respect of planning application 19/02022FUL opposing development that would have an adverse impact on the conservation area.

c) That comments be submitted in respect of application 19/002166/OUT denoting that the proposed development constituted an overdevelopment of the site, would impact adversely on neighbouring properties and the increase in traffic in close proximity to two junctions and a zebra crossing would be detrimental to the area.

14) POLICE ISSUES

a) Police 'Drop In' sessions

The next Drop In session had been arranged for Monday 21 October 2019 between 6.00 and 7.00 pm. The September session had been attended by several residents most of whom had concerns regarding speeding traffic. Those attending stated that this was the first session they were aware of following advertisement in the local magazine. Dates and times for a November meeting were discussed.

b) August crime report

No report was available for the meeting.

c) Speed monitoring information

Following the road traffic incident on 26 August 2019 weekly speed monitoring had been undertaken and a small percentage of vehicles had been detected travelling in excess of the speed limit.

d) Bulletins dated 13 and 27 September 2019

These had referred to the speed monitoring and an introduction from Inspector Mark Payling who was the new Neighbourhood Inspector for the area. School parking patrols had operated at Branton St Wilfrid's School and a vehicle issued with a parking advisory note for parking on a junction.

e) SYPC's Summer Newsletter

This denoted a small increase in crimes reported and it was hoped to engage additional resources funded by the government.

f) SYPC – Public Accountability Board

Area meetings would now take place which would be open to the public. Dates would be forwarded.

RESOLVED (11)

That the information received by duly noted and dates proposed for the November police drop in be: Mondays; 11, 18 or 25 and Tuesdays; 19 or 26 November 2019.

15) PROVISION OF A POPPY WREATH AND DONATION TO ROYAL BRITISH LEGION

RESOLVED (12)

That a donation of £100 be made to cover the cost of a poppy wreath for St Wilfrid's School and the balance a donation to the RBL.

16) PUBLICATION OF AN ADDITIONAL NEWSLETTER

RESOLVED (13)

That the next newsletter be published in December 2019 and details agreed at the November meeting.

17) WEBSITE MATTERS

There were no new matters identified for the website.

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

18) REPORTS FROM MEETINGS ATTENDEDa) DSA – Noise Monitoring and Environmental Sub Committee – 19 September 2019

Councillor Worthington reported that the airport continued to received accolades and that passenger numbers had currently increased by around 20% however the impact of Brexit was awaited. A heritage trail depicting the history of the air industry at the site was being developed. Investment was still being sought for a rail link with the east coast mainline.

b) Co-operative Forum – 25 September 2019

Councillor Caygill reported that there had been a presentation on fraud information for the elderly and that support officers were employed by the Coop to provide benefit advice..

RESOLVED (14)

That the reports are received and the information duly noted.

19) AUTHORISATION OF BANK PAYMENTS

Consideration was given to the schedule of payments for signature.

RESOLVED (15)

a) That the following payments made are duly authorised:

19/50	Clerk (September salary)	£669.31
19/51	Clerk (Refuse sacks/refreshments/postage)	£ 27.81
19/52	Handyman (petrol)	£ 7.88
19/53	Glendale (grass cutting)	£ 7.99
19/54	Branton Farm Nursery (grass seed/wire)	£100.00
19/55	Bits n Bobs (office shelf)	£ 50.00
19/56	BHIB (data protection insurance)	£ 54.47
19/57	DMBC (repair of leg press)	£ 54.00
19/58	GG Door Co. (shutter servicing)	£ 150.00
19/59	Handyman (2 nd quarter salary)	£ 935.78
19/60	Handyman (petrol/ear defenders)	£ 13.74
19/61	HMRC (2 nd quarter return)	£ 790.37

b) That payment of the Clerk's membership of SLCC is agreed for the forthcoming year at a cost of £136.

20) NALC POLICY CONSULTATION ON REVIEW INTO LOCAL GOVERNMENT AUDIT

RESOLVED (16)

That the details of the review be noted.

21) ITEMS OF CORRESPONDENCE

Correspondence denoted on the agenda was duly considered including the September YLCA White Rose Update denoting details of the next South Yorkshire Branch Meeting on 9 October 2019 at Wadworth. The appointment of independent members to the Fire Service Audit and Governance Committee was noted.

RESOLVED (17)

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

22) DATE AND TIME OF NEXT MEETING

RESOLVED (18)

That the next meeting be held in accordance with the agreed schedule on Wednesday 6 November 2019 commencing at 6.30 pm.

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