



Cantley with Branton Parish Council

www.cantleywithbrantonparish.co.uk

Agenda For The Meeting Of The Parish Council To Be Held On Wednesday 3rd April 2024 commencing at 6 p.m.

Prior to the Start of the Formal Meeting up to 30 minutes will be allowed for Public Participation

- 1) Apologies (1 minute)**
 - 1.1 To Receive Apologies for Absence in advance of the meeting.
 - 1.2 To Consider the Approval of the Reasons Given.
- 2) Declarations of Interest (3 minutes)**
 - 2.1 To receive any declarations of interest not already declared under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests.
 - 2.2 Where necessary, to apply for dispensation from the Council's Proper Officer.
 - 2.3 To agree items to which the public and press should be excluded under the Public (admissions to meeting) Act 1960.
- 3) Approval of Minutes (5 minutes)**
 - 3.1 To Approve the Minutes of the Parish Council Meeting held on 20th March 2024 (enclosed).
- 4) Parish Council Matters**
 - 4.1 To Receive and Consider written applications for the office of Parish Councillor (enclosed).
 - 4.2 To Co-opt a candidate to fill the existing vacancy.
 - 4.3 For the Co-opted candidate to sign the Declaration of Office form and formally join the meeting.
 - 4.4 To Approve the 2024/25 Risk Management Schedule Document (enclosed)
 - 4.5 To Approve the Asset Register as at 31st March 2024 (enclosed)
 - 4.6 To Consider the Review of Internal Controls (enclosed)
 - 4.7 To Consider and Approve the Annual YLCA Membership for April 2024 to March 2025 at a cost of £851 (an increase of £45 from last year).
 - 4.8 To Consider any photographs of Parish Council work that could be shared with YLCA for inclusion in their Annual Report.
 - 4.9 To Consider and Approve the content for an advert for a Councillor Vacancy should we be able to advertise it after CDC's closing date of 8th April 2024 and Agree the closing date for interest applicants (enclosed).
 - 4.10 To Determine whether to Consider and Appoint a member to Kilham Hall Management Committee following the resignation of Councillor Innes.
 - 4.11 To Appoint a Councillor to become the Parish Council's Internal Auditor signatory following the resignation of Councillor Innes.
- 5) Members of the Public (30 minutes)**
 - 5.1 To Consider Items Raised by Members of the Public Present at the meeting for Immediate Action/Future Consideration.
 - 5.2 To Consider Items Raised by Members of the Public to the Clerk/Councillors for Immediate Action/Future Consideration.
- 6) City of Doncaster Council (CDC) Matters (5 minutes per item)**
 - 6.1 To Receive Updates from CDC Ward Councillors.

- 6.1.1 To Consider carrying out a consultation regarding siting a container on Warren Park Estate for residents to use as a meeting place/hub. Consideration with regards to cost would also take place relating to seeking landowners permission, applying for planning permission, transportation of the container and arranging an electrical supply.
- 6.2 To Receive an Update on the MUGA and Consider and Agree any action needed
- 6.3 To Receive an Update on CCTV cameras.
- 6.4 To Identify any New Highway Matters for consideration by CDC and/or Other Agencies.

7) Clerk's Report and Administration Matters (2 minutes per item)

- 7.1 To Note the Clerks Report and actions carried out by the Clerk since the last meeting (enclosed).
- 7.2 To Consider any Amendments/Updates/Content to the Website and the Facebook site.

8) Kilham Hall/Park/Buildings/Garden Area Matters (3 minutes per item)

- 8.1 To Consider repairs to Kilham Hall whilst waiting the Solicitors Deed of Variation.
- 8.2 Receive and Note Kilham Hall Management Committee's Update Report.

9) Parish Matters (5 minutes per item)

- 9.1 To Consider the quotes received for the Installation, Removal and Storage of the Christmas Illuminations at Old Cantley Roundabout for 2024 onwards and Determine which quote to Approve.
 - 9.1.1 Quote received from Christmas Plus at a cost of £1075.00 plus VAT
 - 9.1.2 Quote received from Blanchard at a cost of £2947.00 plus VAT
- 9.2 To Consider the quotes received for the Installation, Removal and Return of the Christmas Illuminations for the 3 Parish Christmas Trees for 2024 onwards and Determine which quote to Approve.
 - 9.2.1 Quote received from RJ Electrical at a cost of £402 inclusive of VAT.
- 9.3 To Note the cost of £97.50 to repair 3 sets of Christmas Illuminations for the Old Cantley displays and Approve (dependent upon the resolution made at Item 9.1).
- 9.4 To Consider the residents request for subsidised swimming at Rossington and the information collated by the Clerk and Determine whether to Approve the same.
- 9.5 To Receive an Update on the Defibrillator in Old Cantley.
- 9.6 To Confirm purchase of Seed Bombs for residents at a cost of approximately £1072.80.

10) Financial (5 minutes per item)

- 10.1 To Approve Direct Bank Payments (enclosed).
- 10.2 To Receive and Approve Bank Reconciliation/Review Level of Reserves and to Receive Information on Possible Bank Charges arising from the Level of Reserves (to be circulated)
- 10.3 To Receive the Final VAT return for Quarter 4 2023/2024 (to be circulated).
- 10.4 To Note the Final Budget Monitoring Report for Quarter 4 2023/2024 (enclosed).
- 10.5 To Note the Bank Statements and for the Council's Internal Auditor's to sign them (to be circulated).
- 10.6 To Consider and Approve applying for a Grants (SUEZ and FCC Community Action Fund) for the shortfall of the MUGA costs (details previously circulated)

11) Planning Applications (2 minutes per item)

- 11.1 To Consider new Planning Applications listed below and any that may arise between Agenda Distribution and the Meeting and Receive an Update on Previous Applications (enclosed).
 - 11.1.1 23/00041/REF (Planning Application Ref 22/02491/OUT) – May Dene, New Road, Branton - Outline application for the erection of one detached dwelling (approval being sought for access, layout & scale)
URL:
https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=22/02491/OUT
 - 11.1.2 21/03196/REMM - Land At Manor Farm, Bawtry Road, Bessacarr - Details of Appearance, Landscaping, Layout, and Scale for the erection of 280 dwellings, access, associated infrastructure, parking and public open space (being matters reserved in outline application previously granted permission under ref: 14/00124/WCC on 16.11.2018) - amended application
URL:
https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=21/03196/REMM

11.1.3 24/00386/FUL - Tresillian, Whiphill Top Lane, Branton - Conversion of french door and window opening to a single large opening for bi-fold doors to the rear of the property

URL:

https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=24/00386/FUL

12) Police Matters

(2 minutes)

12.1 To Consider/Note any police issues and reports received.

13) Training/External Meetings

13.1 To Approve the Handyman's attendance at ROSPA Operational Playground Inspection Training on the 4th and 5th December, in York, at a cost of £555 plus VAT.

13.2 To Approve the Clerk's registration on CILCA for October 2024 at a cost of £775 and seek Approval from Finningley Parish Council to split the cost.

13.3 To Receive feedback from the Biodiversity Webinar on 19th March 2024, attended by Councillor Gibbins.

14) Items of Correspondence

(2 minutes)

14.1 For Consideration, Information and Noting: (previously circulated)

14.1.1 YLCA – White Rose Updates, online training programmes, Law & Governance Bulletin, Training Programme for April to September, CEO Bulletin.

14.1.2 Community First Yorkshire Update - Funding News.

14.1.3 CDC – Roadworks Reports, Funding Opportunities,

14.1.4 SLCC – News Bulletin, Civility & Respect Newsletter.

14.1.5 NALC - CEO Bulletin, Training.

15) Date of Next Meeting

15.1 To Confirm the Date of the Next Meeting, the Annual Parish Council Meeting, on Wednesday 1st May 2024 which will follow the Annual Parish Meeting starting at 6pm.

16) Employment Matters

(2 minutes per item)

16.1 **Excluded from the Public and Press** - To Receive the Clerk's March Timesheet form (to be circulated).

16.2 **Excluded from the Public and Press** - To Consider the Handyman/Gardener's March Timesheet (to be circulated).

16.3 **Excluded from the Public and Press** – To Receive a verbal update from the Chairman relating to the Clerk's Appraisal and Consider any issues raised.

16.4 **Excluded from the Public and Press** – To Consider the Clerk's Incremental Raise on the NALC Local Government Services Pay Agreement 2023.

16.5 **Excluded from the Public and Press** - To Receive a verbal update from the Clerk relating to the Handyman/Gardener's Appraisal and Consider any issues raised.

16.6 **Excluded from the Public and Press** – To Consider the Handyman's Incremental Raise on the NALC Local Government Services Pay Agreement 2023.