



# Cantley with Branton Parish Council

[www.cantleywithbrantonparish.co.uk](http://www.cantleywithbrantonparish.co.uk)

## **Agenda For The Meeting Of The Parish Council To Be Held On Wednesday 6<sup>th</sup> December 2023 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 1<sup>st</sup> November 2023 (enclosed).
- 4) Members of the Public (30 minutes)**
  - 4.1 To Consider Items Raised by Members of the Public Present at the meeting for Immediate Action/Future Consideration.
  - 4.2 To Consider Items Raised by Members of the Public to the Clerk/Councillors for Immediate Action/Future Consideration.
    - 4.2.1 Request the Parish Council and CDC liaise and consider purchasing land at Warren Park Estate
    - 4.2.2 Destruction of Hedgerow at the rear of Badgers Holt on Brockholes Lane
- 5) City of Doncaster Council (CDC) Matters (5 minutes per item)**
  - 5.1 To Receive Updates from CDC Ward Councillors.
  - 5.2 To Receive an Update on the MUGA and Storage Extension and Consider and Agree any action needed
    - 5.2.1 Update on snagging list of storage extension.
      - 5.2.1.1 Quote for installation of a hand rail on the storage extension from CDC at a cost of £660.
    - 5.2.2 Update on the MUGA.
  - 5.3 To Note and Consider the breach of covenant in the S.106 Agreement relating to Badgers Holt development and the Brockholes Lane boundary.
  - 5.4 To Identify any New Highway Matters for consideration by CDC and/or Other Agencies.
- 6) Clerk's Report and Administration Matters (2 minutes per item)**
  - 6.1 To Note the Clerks Report and actions carried out by the Clerk since the last meeting. (enclosed)

6.2 To Consider any Amendments/Updates/Content to the Website and the Facebook site.

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

7.1 To Consider the quote for replacement shutter for Caretakers store following shutter service in the sum of £249.

7.2 To Note the guidance from the Outdoor Gym Manufacturers regarding concrete edging around the gym equipment but mainly the triple pull up bars and Consider appropriate action to be taken to comply with ROSPA Inspector's concerns.

7.3 To Note the conditions of the Lease between the Parish Council and Kilham Hall Management Committee and confirm who is responsible for maintenance (extract enclosed).

7.4 To Note the comparison between the Parish Council's Insurance Policy and Kilham Hall Management Committee's Insurance to ensure full coverage and little duplication.

7.5 Receive and Note the Fire Risk Assessment carried out by The Fire House Group and the actions required (enclosed).

7.6 Receive and Note Kilham Hall Management Committee's Update Report.

**8) Parish Council Matters (5 minutes per item)**

8.1 To Consider and Note the report on the Levelling Up and Regeneration Bill. (enclosed)

**9) Parish Matters (5 minutes per item)**

9.1 To Consider continuing and improving the poppy displays for 2024 and request volunteers.

9.2 To Note the date for the Covid Drop In session at Kilham Hall Car Park on Wednesday 13<sup>th</sup> December 2023 between 12noon and 4pm.

9.3 To Note and Agree the date of the next Community Litter Pick on 13<sup>th</sup> January 2024.

**10) Financial (5 minutes per item)**

10.1 To Approve Direct Bank Payments. (enclosed)

10.2 To Approve payment of Christmas Plus' Invoice for installation, switch on, and removal of the Illuminations at Old Cantley Roundabout at a cost of £1000 plus VAT.

10.3 To Receive and Note the Budget Monitoring Report (enclosed)

10.4 To Consider a donation to Thorne Rural Lions in the sum of £100 towards the village Santa visit.

10.5 To Receive an Update on the Council's Banking arrangements.

10.6 To Receive and Consider the First Draft of the 2023/24 Budget for Updating and Approval in January 2024 (enclosed).

10.7 To Note the Bank Statements and for the Council's Internal Auditor's to sign them. (to be circulated)

**11) Policies/Procedures/Risk Assessments (2 minutes per item)**

11.1 Consider and Approve the Website Management Policy. (enclosed)

11.2 Consider and Approve the Email and Internet Use Policy. (enclosed)

11.3 Consider and Approve the Home Working Policy. (enclosed)

11.4 Consider and Approve the Internet Banking Policy in line with the new banking details. (enclosed)

## **12) Planning Applications**

**(2 minutes per item)**

12.1 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).

12.1.1 - 23/02199/FUL - 41 Chapel Lane, Branton - Erection of a first floor dormer extension and side roof extension

URL: [23/02199/FUL | Erection of first floor dormer extension and side roof extension. | 41 Chapel Lane Branton Doncaster DN3 3NQ](#)

12.1.2 - 23/02217/FUL - Bracken Lodge, Kilham Lane, Branton - Erection of an extension to the rear of the existing detached garage and replace the existing flat roof with a pitched tiled roof. Roof tiles and fascias to match the main dwelling. Walls to be rendered off white to match main dwelling house.

URL:

[https://iawpad.doncaster.gov.uk/PublicAccess\\_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1\\_REF=23/02217/FUL](https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=23/02217/FUL)

12.1.3 - 23/02291/FUL - 13 Warnington Drive Bessacarr - Erection of a conservatory on the rear of the property

URL: [Documents for reference 23/02291/FUL: Public Access \(doncaster.gov.uk\)](#)

## **13) Police Matters**

**(2 minutes)**

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

## **14) External Meetings/Training**

**(2 minutes per item)**

14.1 To Note the update from the Carbon Literacy Training.

14.2 To Note the update from the PCJCC meeting held on 9<sup>th</sup> November 2023.

## **15) Items of Correspondence**

**(2 minutes)**

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

15.1.1 YLCA – White Rose Updates, online training programmes, Law & Governance Bulletin, Training Programme for October to December, CEO Bulletin.

15.1.2 Community First Yorkshire Update - Funding News.

15.1.3 DMBC – Roadworks Reports, Funding Opportunities.

15.1.4 SLCC – News Bulletin, Civility & Respect Newsletter.

15.1.5 NALC - CEO Bulletin, Training.

## **16) Date of Next Meeting**

16.1 To Confirm the Date of the Next Meeting on Wednesday 3<sup>rd</sup> January 2024 at 6pm.

## **18) Employment Matters**

**(2 minutes per item)**

18.1 **Excluded from the Public and Press** - To Receive the Clerk's November Timesheet (enclosed).

18.2 **Excluded from the Public and Press** - To Consider the Handyman/Gardener's November Timesheet (enclosed).

18.3 **Excluded from the Public and Press** – To Note the NALC Pay Award for all staff backdated to April 2023 and Approve payment of the same to the Clerk and Handyman (enclosed).