



Cantley with Branton Parish Council

www.cantleywithbrantonparish.co.uk

Agenda For The Meeting Of The Parish Council To Be Held On Wednesday 7th February 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) Resignation of Chairman

1.1 To Note and Acknowledge Councillor Chorlton's resignation with immediate effect.

1.2 To Consider and Approve that the Vice Chairman will preside as Chairman until the Annual Parish Council meeting in May 2024 where a new Chairman is appointed.

2) Apologies

(1 minute)

2.1 To Receive Apologies for Absence in advance of the meeting.

2.2 To Consider the Approval of the Reasons Given.

3) Declarations of Interest

(3 minutes)

3.1 To receive any declarations of interest not already declared under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests.

3.2 Where necessary, to apply for dispensation from the Council's Proper Officer.

3.3 To agree items to which the public and press should be excluded under the Public (admissions to meeting) Act 1960.

4) Approval of Minutes

(5 minutes)

4.1 To Approve the Minutes of the Parish Council Meeting held on 3rd January 2024 (enclosed).

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.

5.2.1 Traffic on Brockholes Lane and Speed calming measures

5.2.2 Dog Fouling around the village

5.2.3 Removal of access gate on the Branton side of the River Torne.

6) City of Doncaster Council (CDC) Matters

(5 minutes per item)

6.1 To Receive Updates from CDC Ward Councillors.

6.2 To Receive an Update on the MUGA and Consider and Agree any action needed

6.3 To note the Briefing Paper relating to the Central Locality Delivery Plan and the South Locality Delivery Plan and their priorities for 2024/2025 and to provide feedback to enable CDC to refresh the Plans (enclosed).

6.4 To Note and Approve CDC's quote for emptying the bin at Kilham Hall Park in the sum of £585.08 for the year 2024/2025, an increase of £36.70 from 2023/2024.

6.5 To Note the Supplementary Planning Documents (SPD) Consultation and Consider any feedback

6.6 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.

7.2.1 To Approve the Parish Precept document for inclusion on the website (enclosed).

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

8.1 To Receive, Consider and Appoint a Contractor for the Kilham Hall Playing Fields Grass Cutting Tender (to be circulated).

8.2 To Consider a new development/feature for Doncaster Road Garden and Approve.

8.3 To Note the Parish Council's Solicitors advice regarding the Lease and in particular maintenance issues relating to Kilham Hall.

8.4 To Consider the Handyman making a studded wall in the entrance to Kilham Hall Meeting Rooms from the old store cupboard doors at a cost of approximately £150.

8.5 To Consider and Approve monthly entry into a free prize draw with Marmax.

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

9) Parish Council Matters (5 minutes per item)

9.1 To Note CDC's notice of vacancy and the timeframe involved (8th February 2024).

9.2 To Consider and Approve the content for an advert for a Councillor Vacancy should we be able to advertise it and Agree the closing date (enclosed).

9.3 To Determine whether to Consider and Appoint a member to Kilham Hall Management Committee following the resignation of Councillor Chorlton.

9.4 To Determine whether to Consider and Appoint a member to become the reserve representative for the YWP Consultative Committee following the resignation of Councillor Chorlton.

9.5 To Appoint a Councillor to become the Parish Council's Internal Auditor signatory following the resignation of Councillor Chorlton.

9.6 To Consider and Approve the Audit Plan and arrange a date for the internal control exercise to be carried out (enclosed).

10) Parish Matters (5 minutes per item)

10.1 To Consider and Approve the content and publication of the quarterly newsletter (enclosed).

10.2 To Consider the "Environmental Pride - Round 4" and determine which local community groups to share it with (email previously circulated).

10.3 To Consider, Amend and Approve the Christmas Illuminations Tender for the Parish Christmas Trees for 2024 onwards. (enclosed)

11) Financial

(5 minutes per item)

- 11.1 To Approve Direct Bank Payments (enclosed).
- 11.2 To Approve the 3rd Quarter Bank Reconciliation (enclosed).
- 11.3 To Receive an Update on the Council's Banking arrangements.
- 11.4 To Note the Bank Statements and for the Council's Internal Auditor's to sign them (to be circulated).

12) Policies/Procedures/Risk Assessments

(2 minutes per item)

- 12.1 Consider and Approve the reviewed Disciplinary Policy (enclosed).
- 12.2 Consider and Approve the reviewed Grievance Policy (enclosed).
- 12.3 Consider and Approve the reviewed Dispensation Policy (enclosed).
- 12.4 Consider and Approve the reviewed Fire Safety Policy (enclosed).
- 12.5 Consider and Approve the reviewed Lone Worker Policy (enclosed).
- 12.6 Consider and Approve the reviewed Media Policy (enclosed).
- 12.7 Consider and Approve the reviewed Meeting Attendance Policy (enclosed).
- 12.8 Consider and Approve the reviewed Grants Policy (enclosed).
- 12.9 Consider and Approve the Draft Community Engagement Policy (enclosed).
- 12.10 Consider and Approve the Draft Report template (enclosed).

13) Planning Applications

(2 minutes per item)

- 13.1 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).
 - 13.1.1 23/02598/FUL - Yorkshire Wildlife Park, Brockholes Lane, Branton - Erection and operation of an observation wheel at the Yorkshire Hive (retrospective) (without compliance to condition 1 of planning application 22/01960/FUL granted on 25/01/2023 - Temporary consent).
URL: https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=23/02598/FUL
 - 13.1.2 24/00034/PDTEL - 37 Stayers Road, Bessacarr - Notification to utilise permitted development rights in accordance to Town and Country Planning (General Permitted Development) Order 2015 Class A Part 16, Schedule 2 - Installation of a 12M Pole for the mounting of LoRaWAN gateway equipment.
URL: https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=24/00034/PDTEL
 - 13.1.3 24/00054/TCON - 4 Warrington Drive, Bessacarr - Notice of intention to undertake pruning on a Cedar, Beech and Maple situated within the South Bessacarr Conservation Area
URL: <https://planning.doncaster.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=S71TNRFX0C500>
 - 13.1.4 24/00081/TCON - 8 High Grove, Bessacarr - Notice of intention to prune several Silver Birch trees from adjacent properties back to the boundary, and remove two Silver Birch trees within the garden of the property, all being within the South Bessacarr Conservation area.
URL: https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=24/00081/TCON
 - 13.1.5 24/00056/FUL - Manor Farm, Phase 2, Bessacarr - Erection of one dwelling, landscaping and associated infrastructure on Manor Farm Phase 2, Bessacarr, Doncaster – DRAFT

URL: [Documents for reference 24/00056/FUL: Public Access \(doncaster.gov.uk\)](https://documentsforreference24/00056/FUL:PublicAccess(doncaster.gov.uk))

13.1.6 24/00114/FUL - 41 Oak Tree Drive, Branton - Erection of a ground floor extension to the front of property

URL: [Documents for reference 24/00114/FUL: Public Access \(doncaster.gov.uk\)](https://documentsforreference24/00114/FUL:PublicAccess(doncaster.gov.uk))

13.1.7 24/00065/REM - Land To Rear Of Malawi, Green Lane, Old Cantley - Details of Access, Appearance, Landscaping, Layout and Scale of Design for the erection of a dormer bungalow (being matters reserved in outline application previously granted permission under ref 22/02227/OUT granted on 07.12.2022)

URL:

https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=24/00065/REM

13.1.8 21/01904/FUL - Land Adj 29 Warning Tongue Lane, Cantley - Erection of two storey detached dwelling house with attached garage and associated external works (Amended)

URL:

https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=21/01904/FUL

13.1.9

14) Police Matters

(2 minutes)

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

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 January to March, CEO Bulletin.

15.1.2 Community First Yorkshire Update - Funding News.

15.1.3 DMBC – Roadworks Reports, Funding Opportunities, Environmental Pride – Round 4,

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 6th March 2024 at 6pm.

17) Employment Matters

(2 minutes per item)

17.1 **Excluded from the Public and Press** - To Receive the Clerk's January Timesheet form (enclosed).

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