



Cantley with Branton Parish Council

www.cantleywithbrantonparish.co.uk

Agenda For The Meeting Of The Parish Council To Be Held On Wednesday 3rd January 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 6th December 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.
- 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.
 - 5.2.2 Update on the MUGA.
 - 5.3 To note the Report 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. (to be circulated)
 - 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 ROSPA Inspectors Feedback on issues raised and determine action to be taken.
7.1.1 Consider quote from Bernard's Sports Surfaces for the pull up bars repairs at £7360 plus VAT.
7.1.2 Consider the Handyman's suggestion to remove the edging and repair surface around the pull up bars.
- 7.2 Receive and Note Kilham Hall Management Committee's Update Report.
- 8) Parish Council Matters (5 minutes per item)**
- 8.1 To Note and Approve the Archiving of the Parish Council Minutes between 2011 and 2022.
- 8.2 To Determine whether to apply for the King's Portrait Scheme when it opens.
- 8.3 To Note the Valuation Office Agency Notice of Alteration to an Existing 2017 Rating List Entry relating to Kilham Hall Sports Ground and Premises, Kilham Lane, Branton.
- 8.4 To Consider forming a Staffing Committee and determine 3 or 4 members to sit on it.
- 9) Parish Matters (5 minutes per item)**
- 9.1 To Note Keep Britain Tidy's "Buy Nothing New Month" and Determine whether to sign up to the Campaign
- 10) Financial (5 minutes per item)**
- 10.1 To Approve Direct Bank Payments. (enclosed)
- 10.2 To Approve the 3rd Quarter Budget Monitoring Report (enclosed)
- 10.3 To Note the 3rd Quarter VAT return (enclosed)
- 10.4 To Receive an Update on the Council's Banking arrangements.
- 10.5 To Receive, Consider, Amend and Determine the Final Draft of the 2024/25 Budget (enclosed).
- 10.6 To Determine the Parish Precept for 2024/25.
- 10.7 To Confirm the Appointment of the Internal Auditor for the 2022/23 Accounts.
- 10.8 To Consider the Grounds Maintenance Tender for Grass Cutting at Kilham Lane Playing Field for 2024 onwards. (enclosed)
- 10.9 To Consider the Christmas Illuminations installation/storage/removal Tender for 2024 onwards.
- 10.10 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 Tree Management Policy and Tree Inspection Report (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).
- 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 Local Council Award Scheme Webinar.

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.

15.1.4 SLCC – News Bulletin, Civility & Respect Newsletter.

15.1.5 NALC - CEO Bulletin, Training.

15.1.6 Violence Reduction Unit Newsletter

15.1.7 Valuation Office – Notice of Alteration to Existing Rating List Entry

16) Date of Next Meeting

16.1 To Confirm the Date of the Next Meeting on Wednesday 7th February 2024 at 6pm.

18) Employment Matters

(2 minutes per item)

18.1 **Excluded from the Public and Press** - To Receive the Clerk's December Timesheet and 3rd Quarter Mileage Claim form (enclosed).

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

18.3 **Excluded from the Public and Press** – To Coordinate the Clerk's Appraisal.