



# 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 5<sup>th</sup> July 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.
  - 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 Annual Parish Council Meeting held on 7<sup>th</sup> June 2023 (enclosed).
- 4) Parish Council Matters** (10 minutes per item)
  - 4.1 To Receive and Consider written applications for the office of Parish Councillor (to be circulated).
  - 4.2 To Co-opt a candidate to fill the existing vacancy.
- 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 Complaint by Dance School regarding boot camp on Kilham Hall field on Saturday mornings.
    - 5.2.2 Resident complaint about unkempt grass verges in Old Cantley.
    - 5.2.3 Use of Kilham Hall Field for a picnic for mother/toddler group.
- 6) Doncaster Metropolitan Borough Council (DMBC) Matters** (5 minutes per item)
  - 6.1 To Receive Updates from DMBC Ward Councillors.
  - 6.2 To Receive an Update on the MUGA and Storage Extension and Consider and Agree any action needed
    - 6.2.1 Update on snagging list of storage extension.
    - 6.2.2 Update on the MUGA (to be circulated).
  - 6.3 To Note DMBC's Quarterly Playground Inspection Report and Approve any works required (enclosed)
    - 6.3.1 Repairs to aerial wire at a cost of £225.

6.4 To Consider a Parish Councillor or Clerk attending DMBC's Manor Farm Engagement Pop Up Event.

6.5 To Identify any New Highway Matters for consideration by DMBC 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 (5 minutes per item)**

8.1 To Note and Approve the list of Annual Inspections to be carried out over the coming months (enclosed)

8.1.1 Roller Shutters – September 2023 – Approximately £150.

8.1.2 Fire Extinguisher – November 2023 – Approximately £90.

8.1.3 Emergency Lighting, Heaters and PAT Testing – November 2023 – Approximately £42.

8.1.4 Intruder Alarm – September 2023 – Approximately £96.

8.1.5 Fire Alarm Inspection – September 2023 – Approximately £155.

8.1.6 ROSPA Playground Inspection – September 2023 – Approximately £164 plus VAT.

8.2 To Consider and Approve appointing a Specialist Firm to carry out a Fire Risk Assessment of Kilham Hall

8.2.1 Consider quote received from South Anston Fire Services in the sum of £375 plus VAT.

8.2.2 Consider quote received from Active Fire Management in the sum of £500 plus VAT.

8.2.3 Consider quote received from Pyro Fire in the sum of £435 plus VAT.

8.3 To Update on Solar Panels and to Agree who is responsible for selling back to the grid and paying bills going forward.

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

**9) Parish Matters (2 minutes per item)**

9.1 To Consider the 2024 Birthday Honours List and making a nomination.

9.2 To Consider the D Day 80<sup>th</sup> Anniversary taking place on 6 June 2024.

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

10.1 To Approve Direct Bank Payments (enclosed).

10.2 To Approve the 1<sup>st</sup> Quarter Bank Reconciliation (to be circulated).

10.3 To Receive the 1<sup>st</sup> Quarter Budget Monitoring Report (enclosed).

10.4 To Receive the 1<sup>st</sup> Quarter HMRC Return (enclosed).

10.5 To Consider the Council's Banking arrangements.

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

**11) Policies/Procedures/Risk Assessments (3 minutes per item)**

11.1 Consider and Approve the amended Social Media Policy (enclosed).

**12) Remembrance/Armistice Day 2023 (5 minutes per item)**

12.1 To Consider arrangements for Remembrance Day/Armistice Day:

12.1.1 Request all poppies to be dropped off with the Clerk by no later than 3<sup>rd</sup> October 2023.

12.1.2 Request volunteers to sew the poppies onto a piece of net ready for 2<sup>nd</sup> display.

12.1.3 Determine where the 2<sup>nd</sup> poppy display is situated.

12.1.4 Determine where the 2 Tommy Silhouettes are situated.

12.1.5 Agree where the Lamppost poppies are going to be displayed and agree the Handyman's additional hours for installing them.

### **13) Christmas 2023**

**(5 minutes per item)**

13.1 To Approve completion of a Section 171 Crane Agreement and forward to DMBC regarding installation of Christmas illuminations for each site at no cost.

13.2 To Consider arrangements for advertising the Christmas Pantomime on 03/12/23, Ticket Costs and Where Tickets will be sold, to then liaise with Kilham Hall Management Committee to finalise arrangements.

13.3 To Consider a Date for the Carol's Around the Tree Event – 1<sup>st</sup> December 2023.

13.4 To Consider booking Armthorpe Elmfield Brass Band for the Carol's Around the Tree Event at a cost of £200.

13.5 To Consider dates for installation and removal of all the Christmas Illuminations.

### **14) Councillors Items**

14.1 To Consider purchasing a new bin for Brockholes Lane/Oakwood Drive at a cost of £450.

14.2 To Note the removal of an existing boundary fence to a property on Badgers Holt and replacement of a larger fence which may contravene planning regulations.

### **15) Planning Applications**

**(2 minutes per item)**

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 (to be circulated)

15.1 23/00645/FULM - Land Off Sheep Bridge Lane, Rossington

Proposed geomorphological and ecological enhancement scheme including associated landscaping and excavation works within the the floodpain between the River Torne and the Mother Drain

URL:

[https://iawpad.doncaster.gov.uk/PublicAccess\\_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1\\_REF=23/00645/FULM](https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=23/00645/FULM)

15.2 23/01080/3FUL - Caretakers Bungalow, Valley Drive, Branton

Erection of a single storey rear extension, roof alteration to existing lobby annex and refurbishment of existing bungalow. Also external works to include new permeable driveway, new rear patio and replacement of boundary fencing

URL:

[https://iawpad.doncaster.gov.uk/PublicAccess\\_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1\\_REF=23/01080/3FUL](https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=23/01080/3FUL)

### **16) Police Matters**

**(2 minutes)**

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

16.1.1 Community Speed Watch Update

### **17) External Meetings/Training**

**(2 minutes per item)**

17.1 To Note the update from the YLCA South Yorkshire Branch Meeting held on 21<sup>st</sup> June 202 (verbal).

17.2 To Provide the Clerk with Member Availability for Full Council Training in October 2023.

## **18) Items of Correspondence**

**(2 minutes)**

### **18.1 For Consideration, Information and Noting: (previously circulated)**

- 18.1.1 YLCA – White Rose Updates, online training programmes, Law & Governance Bulletin, Training Programme for July to September, CEO Bulletin,
- 18.1.2 Community First Yorkshire Update - Funding News
- 18.1.3 DMBC – Roadworks Reports, Funding Opportunities, Public Space Protection Order Consultation
- 18.1.4 SLCC – News Bulletin
- 18.1.5 NALC CEO Bulletin
- 18.1.6 YWP – Planning Application update

## **19) Date of Next Meeting**

- 19.1 To Confirm the Date of the Next Meeting on Wednesday 6<sup>th</sup> September 2023 at 6pm.

## **20) Employment Matters**

**(3 minutes per item)**

- 20.1 **Excluded from the Public and Press** - To Receive the Clerk's June Timesheet (to be circulated).
- 20.2 **Excluded from the Public and Press** - To Consider the Handyman/Gardener's June Timesheet (to be circulated).