



Cantley with Branton Parish Council

www.cantleywithbrantonparish.co.uk

Agenda For The Annual Meeting Of The Parish Council To Be Held On Wednesday 3rd May 2023 Commencing at Approx 6.30pm (following the Annual Parish Meeting) at Kilham Hall Meeting Rooms, Branton

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

1. Formal Process for Annual Meeting

- 1.1 Election of Chairman and Signing of Declaration of Acceptance of Office
 - 1.1.1 Consider Charing Skills Training on Saturday 20th May 2023 (10am to 2.30pm in Tadcaster) at a cost of £60.00 if required
- 1.2 Election of Vice-Chairman
- 1.3 To agree items to which the public and press should be excluded under the Public (admissions to meeting) Act 1960
- 1.4 To receive any declarations of interest not already declared under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests and Updates to Existing Register including spouses
- 1.5 To Appoint Representatives and Reserves to the Following External Bodies:
 - 1.5.1 DMBC Parish Council Joint Consultative Committee
 - 1.5.2 DSA Airport Noise Monitoring and Environmental Sub-Committee
 - 1.5.3 Kilham Hall Community Centre Management Committee
 - 1.5.4 DMBC Public Rights of Way Forum
 - 1.5.5 Yorkshire Wildlife Consultative Committee
 - 1.5.6 YLCA South Yorkshire Branch Voting Representatives
- 1.6 Appointment of Two Council Auditors for 2022/23
- 1.7 To Adopt the Standing Orders and Financial Regulations reviewed in March 2023 (previously circulated)
- 1.8 To Agree the Review of Assets and Other Equipment which were reviewed in April 2023 (previously circulated)
- 1.9 To Review arrangements with other local authorities, not for profit bodies and businesses
- 1.10 Confirmation of arrangements for insurance cover in respect of all insurable risks
- 1.11 Review the Council's subscriptions to other bodies
- 1.12 Review of the Council's expenditure incurred under Section 137 of the Local Government Act 1972 or the general power of competence
- 1.13 To Determine the Timescale for the Review of Policies and Procedures (List enclosed)
- 1.14 To Determine Levels of Delegation to the Clerk
- 1.15 To Adopt the time and place of Ordinary meetings of the Council up to and including the next Annual Meeting of the Council which were agreed at the March 2023 Parish Council Meeting

2 Apologies

- 2.1 To Receive Apologies for Absence
- 2.2 To Consider the Approval of the Reasons Given

3 Approval of Minutes

- 3.1 To Approve the Minutes of the Parish Council Meeting held on 5th April 2023 (enclosed)

4 Members of the Public

- 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 to purchase a defibrillator and placing in Old Cantley.

4.2.2 Request for defibrillator training.

4.2.3 Note noise nuisance for residents in Old Cantley due to vehicles playing excessively loud music

5 Doncaster Metropolitan Borough Council (DMBC) Matters

5.1 To Receive Updates from DMBC Ward Councillors

5.1.1 Provision of a Community Skip on 27th May 2023

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 Identify any New Highway Matters for consideration by DMBC and/or Other Agencies

6 Parish Council Matters

6.1 To Consider the Proposed Contract, Method Statement and Risk Assessment relating to the installation of the solar panels and sign the Contract in readiness for installation on the 31st May to 2nd June 2023 (enclosed)

6.2 To Determine how long to keep lost property for before it is disposed of and Approve disposal of the current bag of lost property from 2022.

7 Clerk's Report and Administration Matters

7.1 To Note the Clerk's 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

8.1 To consider the 3 quotes received relating to a new soak away ranging between £8014 plus VAT to £12,600 plus VAT

8.2 To receive an update on the opening and closing of Kilham Hall gates on a weekend

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

9 Parish Matters

9.1 Update on the Installation of the Notice Board at Manor Farm

9.2 To Consider financially supporting the 2023 Auckley Show

9.3 To Consider financially supporting Kilham Hall Management Committee's Christmas Pantomime

9.4 To Approve the next Litter Pick scheduled for Saturday 27th May 2023

9.5 To Consider organising Defibrillator Training for Parishioners with South Yorkshire Ambulance Service and making a donation to the Charity

10 Financial

10.1 To Approve Direct Bank Payments (enclosed)

11 Policies/Procedures/Risk Assessments

11.1 Consider and Approve the Litter Collection Policy following Insurers Guidance (enclosed)

11.2 Consider and Approve the Amended Usage & Hire of Recreation Ground and Meeting Rooms Policy and the new Field Hire Agreement and Conditions of Hire (enclosed)

12 Planning Applications

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 23/00663/FUL – 2 Old Mill Court, Whiphill Top Lane, Branton - Convert attached garage into living space with new window to front elevation. Replace window on rear elevation with bifold door.

URL:

https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=23/00663/FUL

- 12.2 23/00597/FUL – Canters, Nutwell Lane, Old Cantley – Replacement of existing white UPVC door with a new sliding oak door on the front elevation and replacement of the existing dormer roofs with hipped roofs

URL:

https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=23/00597/FUL

13 Police Matters

- 13.1 To Consider/Note any police issues and reports received following the drop in on 13th April 2023
13.2 To Note the update from the Resident's Speed Initiative Training

14 Royal Events – May 2023

- 14.1 To Receive an Update on the arrangements for the Kings Coronation event on 8th May 2023 and to consider any relevant guidance associated with arranging an event - <https://www.hse.gov.uk/event-safety/index.htm>
- 14.1.1 Update from DMBC re: TENS Licence
14.1.2 Update regarding the dance school's attendance
14.1.3 Agree a rota for tasks during the day
14.1.4 Jubilee Quiz
14.1.5 To Approve the purchase of coffee and juice for the event
14.1.6 To Approve the poster drafted relating to how Parishioners can Volunteer and Help the Community for Display at the Coronation Event, placing in Notice Boards and on Website and Facebook (enclosed)
14.1.7 To Approve the document relating to Site Safety (enclosed)

15 External Meetings/Training

- 15.1 Update from the Clerk's attendance at SLCC's South Yorkshire Branch Meeting on 18th April 2023 9.30am til 12noon at Sheffield
15.2 Update from Councillor Gibbins attendance on the YLCA PROW Training Course on 17th April 2023
15.3 To Consider registering to attend the full day Carbon Literacy Training, provided by Sprotbrough and Cusworth Parish Council, in the Summer 2023
15.4 To Consider whether the Clerk attends the Raising Funds to Help Sustain Your Organisation event on 11th May 2023 at no cost

16 Items of Correspondence

- 16.1 For Consideration, Information and Noting: (previously circulated)
16.1.1 YLCA – White Rose Updates, online training programmes, Law & Governance Bulletin, Training Programme for January to March, CEO Bulletin,
16.1.2 Community First Yorkshire Update - Funding News
16.1.3 DMBC – Roadworks Reports, Funding Opportunities, Central Locality Plan
16.1.4 SLCC – News Bulletin
16.1.5 NALC CEO Bulletin

17 Date of Next Meeting

- 17.1 To Confirm the Date of the Next Meeting on Wednesday 7th June 2023 at 6pm

18 Employment Matters

- 18.1 **Excluded from the Public and Press** - To Receive the Clerk's April Timesheet (to be circulated)
18.2 **Excluded from the Public and Press** - To Consider the Handyman/Gardener's April Timesheet (to be circulated)