



Cantley with Branton Parish Council

www.cantleywithbrantonparish.co.uk

Agenda For The Meeting Of The Parish Council To Be Held On Wednesday 2nd July 2025 commencing at 6 p.m.

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

(26/06/26)

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 4th June 2025 (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 Complaint about overgrown grass verges on Kilham Lane.

4.2.2 Branton Juniors Football Team to use Kilham Hall Field on a Thursday between 6pm-7pm.

5) Parish Matters

(5 minutes per item)

5.1 To Receive and Consider written applications for the office of Parish Councillor (enclosed).

5.2 To Co-opt a candidate to fill the existing vacancy.

5.3 For the Co-opted candidate to sign the Declaration of Office form and formally join the meeting.

5.4 To Note the date of the next Litter Pick on 3rd August 2025.

5.5 To Consider adopting a piece of Land at Manor Farm Estate from Persimmon Homes.

6) City of Doncaster Council (CDC) Matters

(5 minutes per item)

6.1 To Receive Updates from CDC Ward Councillors.

6.2 To Receive and Note an Update on the MUGA.

6.3 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 Consider delegating, to the Clerk, the Consideration and Approval of the draft new gov.uk website.

8) Kilham Hall/Park/Buildings/Garden Area Matters

(3 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 2025 – Approximately £220.

8.1.2 Fire Extinguisher – November 2025 – Approximately £35.

8.1.3 Emergency Lighting, Heaters and PAT Testing – November 2025 – Approximately £90.

8.1.4 Intruder Alarm – September 2025 – Approximately £102.

8.1.5 Fire Alarm Inspection – September 2025 – Approximately £90.

8.1.6 ROSPA Playground Inspection – September 2025 – Approximately £250 plus VAT.

8.2 To receive and note the Handyman's tracker, and to discuss and approve any necessary outstanding works (enclosed).

8.3 To Consider quotes received and Approve a quote for removal and relocation of a marmax bench at Kilham Hall Playing Fields (to be circulated).

9) Financial

(5 minutes per item)

9.1 To Approve Direct Bank Payments (to be circulated).

9.2 To Approve the 1st Quarter Bank Reconciliation (to be circulated).

9.3 To Receive the 1st Quarter Budget Monitoring Report (to be circulated).

9.4 To Receive the 1st Quarter HMRC Return (to be circulated).

9.5 To Note the Clerk's responses to the Internal Auditors Queries relating to the 2024/2025 Audit (enclosed).

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

10) Policies/Procedures

10.1 To Consider and Approve the following policies (enclosed):-

10.1.1 Business Continuity Policy (reviewed)

10.1.2 Safeguarding Policy (reviewed)

10.1.3 Security Incident Policy (reviewed)

10.1.4 Standing Orders (amended)

10.1.5 Data Protection Policy (new)

10.1.6 Standing Orders (amended – page 20 only)

10.2 To Consider and Approve the following procedures (enclosed):-

10.2.1 Security Data Breach Log (new)

10.2.2 Data Breach Response Procedure (new)

10.2.3 Disability Access Audit (new)

11) Remembrance/Armistice Day 2025

(5 minutes per item)

11.1 To Consider arrangements for Remembrance Day/Armistice Day:

11.1.1 Request all poppies to be dropped off with the Clerk by no later than 3rd October 2025.

11.1.2 Request volunteers to sew the poppies onto a piece of net ready for further displays.

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

12) Christmas 2025

(5 minutes per item)

12.3 To Consider a Date for the Carol's Around the Tree Event – Friday 5th December 2025.

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

12.3 To Approve the purchase of 5 strings of lights to replace faulty ones for Old Cantley roundabout displays at a cost of £162.50.

12.4 To Approve purchase of 25 sets of string lights for the Warren Park Christmas Tree at a cost of £812.50.

12.5 To Approve purchase of 10 sets of string lights for the other Christmas Trees within the Parish at a cost of £325.

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

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 25/01173/FUL - 24 Oaktree Road, Branton - Installation of a tiled roof over existing conservatory and build an inglenook fireplace to side elevation

URL:

https://necdm.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDE R1_REF=25/01173/FUL

13.1.2 25/01198/COND - Land East Of Warning Tongue Lane, Cantley - Consent, agreement or approval required by conditions 9 (EV charging point), 19 (POS play equipment), 21 (highways), 22 (highways - vehicular crossing), 32 (drainage maintenance) of application 21/03645/FULM

URL:

https://necdm.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDE R1_REF=25/01198/COND

13.1.3 25/01290/FUL - Manor Farm, Bessacarr Lane, Bessacarr - Section 73 application to vary condition 12 (150 dwelling occupied before Stoops Lane) of planning application 14/00124/WCC under Outline application for mixed use development of housing, retirement village employment, education and retail uses, ancillary amenities and public open spaces including associated landscaping and means of access on approx. 70.07ha of land (Without compliance with conditions 13 (No development to take place until roundabout to Bawtry Road constructed), condition 14 (No development until implementation of junction works), condition 3 (Phasing plan) and condition 23 (Code level 3 requirements) of planning application 01/1201/P, allowed on appeal on 09/11/09.

URL:

https://necdm.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDE R1_REF=25/01290/FUL

14) Police Matters

(2 minutes)

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

15) Training/External Meetings

15.1 To Receive feedback from the YLCA South Yorkshire Branch Meeting held at Askern on the 18th June 2025.

16) Items of Correspondence

For Consideration, Information and Noting: (previously circulated)

16.1.1 YLCA – White Rose Updates, online training programmes, Law & Governance Bulletin, CEO Bulletin.

16.1.2 Community First Yorkshire Update - Funding News.

16.1.3 CDC – Roadworks Reports, Funding Opportunities, Community Safety Consultation, PCJCC Minutes from 03/04/25

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 3rd September 2025 starting at 6pm.

18) Employment Matters

(2 minutes per item)

18.1 **Excluded from the Public and Press** - To Receive the Clerk's June Timesheet form and first quarter mileage claim form (to be circulated).

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