



Cantley with Branton Parish Council

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(27/06/25)

Agenda For The Meeting Of The Parish Council To Be Held On Wednesday 3rd September 2025 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 2nd July 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 parking on Kilham Lane on Wednesdays when Netball have booked the MUGA.
 - 4.2.2 Complaint about youth's vandalising the MUGA and abusing residents/Councillors when approached.
 - 4.2.3 Complaint about disruptive noise from construction on Quarry Lane.
- 5) City of Doncaster Council (CDC) Matters** (5 minutes per item)
 - 5.1 To Receive Updates from CDC Ward Councillors.
 - 5.2 To Receive and Note an Update on the MUGA.
 - 5.2.1 Note the outstanding groundworks and an approximate date to rectify.
 - 5.2.2 Consider correspondence from CDC regarding the outstanding balance due to them and also the refund to the Parish Council.
 - 5.3 To Note CDC's Quarterly Inspection Reports of the Playground at Kilham Hall Lane dated 7th January, 17th March and 6th June 2025 (enclosed).
 - 5.4 To Identify any New Highway Matters for consideration by CDC and/or Other Agencies.
 - 5.4.1 Request for a "picking litter up on this road risks lives" sign for Gatewood Lane.
- 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.
 - 6.2.1 To Receive and Note an update from the Clerk regarding the new gov.uk website.
 - 6.2.2 Agree inclusion of Councillor Photographs on the new website.
 - 6.2.3 Agree inclusion of regular payments on the finance section of the new website.
 - 6.2.4 Consider inclusion of grant funding available on the finance section of the new website.

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

(3 minutes per item)

- 7.1 To Consider what action to take regarding the holly bush and tree at The Rose Garden.
- 7.2 To Consider quotes received for painting of the playground equipment (enclosed).
- 7.3 To Consider updating the pictorial sign at the entrance to Kilham Hall Playing Fields/Park following the updated improvements on site.
- 7.4 To Consider purchasing a bin for placement near the MUGA and the additional cost of emptying the same - £1451.88 (which includes cost of a double bin, concrete plinth, installation, weekly emptying for a year).
- 7.5 To Consider placing signage at the entrance to Kilham Hall Playing Fields/Park stating no e-scooters.

8) Parish Matters

- 8.1 To Ratify the content of the next Quarterly Newsletter and source of publication (enclosed).
- 8.2 To Consider adopting a piece of land at Warren Park Estate from Persimmon Homes (plan attached).
- 8.3 To Consider repairing the wooden fencing on Valley Drive.
- 8.4 To consider the location issues relating to the proposed siting of a public access defibrillator at Warren Park Estate.
- 8.5 To Consider the new information for electrical column at Warren Park estate for Christmas Illuminations ranging between £2856.07 to £5280.
- 8.6 To Consider the Consultation Summary by Lee Pitcher MP regarding the Bellway Homes Development and determine if the Parish Council wishes to add anything to this (previously circulated).

9) Parish Council Matters

(3 minutes per item)

- 9.1 To Confirm that the Clerk has obtained the CiLCA qualification and that two-thirds or more of the Council members have been elected, thereby meeting the eligibility criteria for the General Power of Competence, and to Consider a resolution to Adopt the General Power of Competence.
- 9.2 To Note the Clear Council's Insurance premium for August 2025 to July 2026 in the sum of £2009.70, an increase of £307.97 from the previous year.
- 9.3 To Consider involving younger members of the community in local governance (as previously discussed in 2023).
 - 9.3.1 Liaise with Doncaster's Youth Engagement team.
 - 9.3.2 Reach out to local schools or youth groups.
 - 9.3.3 Help coordinate a pilot visit or regular youth voice slot.
- 9.4 To Receive and Consider any proposals for new projects, initiatives, or expenditures that may require inclusion in the 2026/2027 parish council budget. Councillors are invited to present suggestions or requests for funding, with a view to identifying potential budgetary commitments and prioritising plans for the upcoming financial year.

10) Financial

(5 minutes per item)

- 10.1 To Ratify August's Bank Payments (to be circulated).
- 10.2 To Approve September's Direct Bank Payments (to be circulated).
- 10.3 To Consider an Internal Control exercise to be carried out during September/October by the Councillors appointed to check internal controls are being met. (enclosed)
- 10.4 To Note the Bank Statements and for the Members appointed to check internal controls are being met to sign them (to be circulated).
- 10.5 To Note the Introduction to (AGAR) Assertion 10 Digital & Data Compliance (previously circulated).

11) Policies/Procedures

- 11.1 To Receive and Approve the following Risk Assessments (enclosed):-
 - 11.1.1 Carols Around the Tree event (reviewed).
 - 11.1.2 Generic Risk Assessments (reviewed)
 - 11.1.2.1 Outside Facilities
 - 11.1.2.2 Management Procedures
 - 11.1.2.3 Financial Procedures
 - 11.1.2.4 Buildings
 - 11.1.2.5 Employee and Volunteer Activities
 - 11.1.3 Village Hall Risk Assessment (new).

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).

12.1.1 25/01279/OUT - 15 Warrington Drive, Bessacarr - Outline approval with all matters reserved for the erection of a single, self build bungalow with up to 3 bedrooms following the demolition of existing garage and installation of private drive access road to the rear on approx 0.05ha of land

URL:

https://necdm.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=25/01279/OUT

12.1.2 25/01434/FUL - 7 Warning Tongue Lane, Cantley - Erection of single storey extension to the front and rear including formation of rooms in roof space and double garage extension to side

URL:

https://necdm.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=25/01434/FUL

12.1.3 24/01164/FULM - Land At Cammidge Way, Bessacarr - Erection of 168 dwellings with associated landscaping and drainage (reduction from 184 dwellings to 168 dwellings, amended plans, including revised layout)

URL:

https://necdm.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=24/01164/FULM

12.1.4 25/01405/FUL – Land Off Cammidge Way, Manor Farm, Bessacarr - Erection of 2no. retail units and 4no. apartments with associated access, parking, landscaping and drainage

URL:

https://necdm.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=25/01405/FUL

12.2 To Consider residents request to support residents of Warren Park Estate relating to their objection of the Honey Homes Planning Application 25/01290/FUL (previously circulated).

13) Police Matters

(2 minutes)

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

13.2 To Approve the dates for future police drop in's and agree a Councillor to attend so we can combine police and councillor drop in:

Wednesday 17 September - Kilham Hall 1800-1900

Wednesday 15 October – Secret Garden 1000-1100

Wednesday 19 November – Kilham Hall 1800-1900

Wednesday 17 December – Secret Garden 1000-1100

Wednesday 21 January – Kilham Hall 1800-1900

Wednesday 18 February – Secret Garden 1000-1100

Wednesday 25 March – Kilham Hall 1800-1900

Wednesday 22 April – Secret Garden 1000-1100

Wednesday 27 May – Kilham Hall 1800-1900

Wednesday 24 June – Secret Garden 1800-1900

14) Training/External Meetings

14.1 To Receive feedback from the Village Hall Webinar (Councillor Gibbins).

14.2 To Receive feedback from the Clerk's CILCA course/qualification.

14.3 To Receive feedback from the Events, Play Parks and Risk Assessment Webinar (previously circulated).

14.4 To Receive feedback from the Business Fire Safety Responsibilities Webinar (enclosed).

14.5 To Note the Update received from CDC regarding the change in format to the Public Rights of Way Meetings (previously circulated).

14.6 To Receive feedback from the PCJCC held on the 7th August 2025 (previously circulated).

14.7 To Consider a Member attending the YLCA Joint Annual Meeting on Saturday 27th September 2025b at 1pm –Walton Village Hall (Walton near Leeds).

14.8 To Consider a Member attending the YLCA South Yorkshire Branch Meeting on Wednesday 8th October 2025 via zoom.

15) Items of Correspondence

For Consideration, Information and Noting: (previously circulated)

- 15.1.1 YLCA – White Rose Updates, online training programmes, Law & Governance Bulletin, CEO Bulletin.
- 15.1.2 Community First Yorkshire Update - Funding News.
- 15.1.3 CDC – Roadworks Reports, Funding Opportunities
- 15.1.4 SLCC – News Bulletin.
- 15.1.5 NALC CEO Bulletin.
- 15.1.6 Letter from Lee Pitcher highlighting residents concerns re: Bellway Homes Development.
- 15.1.7 Email from resident regarding planning application at Warren Park.

16) Date of Next Meeting

- 16.1 To Confirm the Date of the Next Meeting on Wednesday 1st October 2025 starting at 6pm.

17) Employment Matters

(2 minutes per item)

- 17.1 **Excluded from the Public and Press** - To Receive the Clerk's July and August Timesheet forms (to be circulated).
- 17.2 **Excluded from the Public and Press** - To Consider the Handyman/Gardener's July and August Timesheet forms (to be circulated).
- 17.3 **Excluded from the Public and Press** - To Note the NALC Pay Award for all staff backdated to April 2025 and Ratify payment of the same to the Clerk and Handyman (enclosed).
- 17.4 **Excluded from the Public and Press** - To Consider and Approve the Contractual Pay Scale Increment for Clerk Following CiLCA Qualification on 10/07/25.
- 17.5 **Excluded from the Public and Press** – To Reconsider the outsourcing of Payroll Services to Warrens GBC.
- 17.6 **Excluded from the Public and Press** - To Review the HSE's Management Standards Indicator Tool completed by the Clerk and Handyman and Agree any actions required (enclosed).