

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 5 October 2016 at Kilham Hall Meeting Rooms commencing at 7.00 p.m.

PRESENT: Councillors M Sidebottom (Chair), Y Butterworth, M Caygill, D Chorlton, G Warrender, N Williams and J Worthington.

IN ATTENDANCE: J A Staniforth (Clerk to the Council), D Ridge (DMBC Neighbourhood Manager) and S Racjan (DMBC Stronger Communities Officer).

1) SECTION 106 EXPENDITURE UPDATE AND PLANS

The Neighbourhood Manager reported that the authorisation for the provision of a zebra crossing on Doncaster Road was now complete and the Highways Department had been asked to undertake the work as soon as practicably possible.

The consultation with residents around the Poppyfields development had resulted in an equal amount of responses for and against the provision of play equipment and subject to the view of the parish council DMBC proposed not to provide any equipment at the present time.

An amount of around £150k would be available to spend on other open space projects and it was agreed to progress the provision of adult fitness equipment, a zip wire and other equipment at Kilham Lane Recreation Ground subject to a detailed consultation with residents on the proposals. A final phase could be the provision of a multi use games area (MUGA). It was explained the parish council could choose to manage the project themselves which would involve a detailed agreement on how the funds were expended or allow DMBC to project manage it in view of their experience and the legalities involved. Arrangements would be made for a Landscape Architect to visit the site to ensure its suitability and there would be a detailed procurement process in line with legal requirements.

Members enquired as to whether it would be possible to retain some funding for ongoing maintenance as the parish council would become responsible for the equipment after installation. The Neighbourhood Manager explained this was not always possible and cost of maintenance depended upon the quality of the equipment and levels of vandalism. The normal lifespan of equipment was around fifteen years but could be longer. A member suggested that the CCTV be extended to cover all the area of the recreation ground.

RESOLVED (1)

- a) That it be agreed that DMBC undertake the management of the project in liaison with the parish council.
- b) That the clerk forwards details of the proposed layout of the equipment to the Neighbourhood Manager in order to progress the project.

2) APOLOGIES FOR ABSENCE

There were no apologies as all members were in attendance.

3) EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED (2)

That no items be excluded from the public and press.

4) DECLARATIONS OF OTHER DISCLOSABLE INTERESTS AND DISPENSATION FORMS

Councillors D Chorlton and M Sidebottom declared an 'other interest' in respect of Item 9.

5) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS

Councillors J and S Cox had sent apologies as there were no outstanding DMBC matters.

S Racjan reported that a resident was establishing a Neighbourhood Watch scheme on Oak Tree Road and DMBC were providing support. A member enquired as to whether Kingdom Security Ltd was still contracted to undertake enforcement action on behalf of DMBC and the Officer confirmed that was still the case.

RESOLVED (3)

That S Racjan is thanked for his attendance and the information provided.

Signed:.....Dated:.....

6) MINUTES OF THE MEETINGS HELD ON 7 SEPTEMBER 2016

RESOLVED (4)

That the minutes of the September 2016 parish council meeting be agreed and signed by the Chairman.

7) CLERK'S REPORT ON ACTION ARISING FROM THE PREVIOUS MEETING

The Clerk reported the following in relation to highway matters :

- A new village sign would be provided by DMBC for the parish council to erect on the village plinth
- The bollard that had been removed at the Three Horse Shoes would be replaced
- Cutting back of overgrown vegetation between Poppyfields /Ava Court, over the motorway bridge, along New Road and Nutwell Lane had been agreed
- Horse riding was permitted in Black Carr Plantation
- The speed camera had been deployed on Warning Tongue Lane but the camera can would only be deployed in areas where there was a high number of casualties

The widening of the entrance to Ava Court/ modifications to the bin store and the provision of a larger litter bin at the bus stop near St Vincent's Avenue had now been completed.

All other action/work required was progressing and there were no outstanding issues.

RESOLVED (5)

That the information relating to actions undertaken by the Clerk since the last meeting be duly noted.

8) ITEMS RAISED BY MEMBERS OF THE PUBLIC

No members of the public were in attendance.

9) KILHAM HALL MANAGEMENT COMMITTEE REPORT/UPDATE ON TRUST DEED

Councillor Sidebottom reported that the Halloween event on 30 October 2016 would still take place in line with that of previous years even though the funding bid had been unsuccessful.

The committee had agreed the use of the hall for the annual Christmas carol singing event on Wednesday 14 December 2016 and the hall's Annual General Meeting would take place on Monday 7 November 2016.

The required variation to the Trust Deed had been received that evening and circulated to members for comments.

RESOLVED (6)

- a) That the Councillor Sidebottom be thanked for the report and the information provided.
- b) That arrangements are made for the Trust Deed to be signed in order for the variation to be effective.

10) NEW MEETING ROOMS ISSUESa) Quotations for porch renovations/replacement

A quotation of £145 to renovate and repaint the porch and £160 to add guttering had been received from G Green. Two other contractors had declined/ failed to submit a quote for the meeting.

b) Painting of storeroom door

C Humphreys had quoted £195 and an estimate of £570 had been received.

RESOLVED (7)

- a) That G Green is contracted to renovate and fit guttering to the meeting room entrance porch.
- b) That C Humphreys is contracted to repaint the storeroom door.

11) RECREATION GROUND AND GARDEN ISSUESa) Replacement of shrubs in Rose Garden

A quotation of £120 had been received to replace the two shrubs at the front of the Rose Garden. The Garden Centre had advised that normal rainfall in the autumn should be sufficient but watering in the spring may be necessary and that the discolouration of the existing shrubs was likely to be due to dogs urinating on the leaves.

b) Playground Inspection Report

The latest playground report indicated no issues of concern and the need to continue to monitor the climbing bridge net which was being temporarily repaired.

c) Request for Use of Recreation Ground by Armthorpe Wolves

The Clerk had received a telephone enquiry regarding use of the recreation ground for informal football games for both children and adults and had requested further details but none received. The Chair reported that she had discussed the matter explaining that car parking would not always be available.

Signed:.....Dated:.....:

RESOLVED (8)

- a) That the parish council handyman is asked to obtain and plant two new shrubs in the Rose Garden.
 b) That the latest playground inspection report is received and duly noted.

12) PLANNING MATTERS – NEW APPLICATIONS/DECISIONS SINCE LAST MEETING

The following new applications were considered:

16/02215/FUL 17 Alliss Road	Pitched roof extension to front and rear, raise rood for additional living space/new dormer windows and chimney	No comments
16/02262/FUL 54 Poppyfields Way	Proposed erection of first floor extension to form extended bathroom	No comments
14/00124/WCC Manor Farm	Amended description and additional conditions	No comments

No new decisions had been recorded since the last meeting.

RESOLVED (9)

That the planning applications received be duly noted.

13) HIGHWAY MATTERS

The following highway matters was raised:

- Dog fouling on Chapel Lane
- Outstanding work on repairing potholes on Whiphill Top Lane
- Damaged bollard adjacent to Poppyfields
- Request from a resident for a speed camera sign on Warning Tongue Lane
- Signage outside of Branton Farm Nursery

RESOLVED (10)

- a) That matters be referred to DMBC for action and/or a response
 b) That the resident is advised to contact the appropriate authority regarding the provision of a speed camera sign.

14) POLICE ISSUES

The Clerk reported that the speed gun had been operated on Warning Tongue Lane and out of 100 cars seven were deemed to being driving at an excessive speed and would received letters.

RESOLVED (11)

- a) That the information is received and noted.
 b) That the police be asked to deploy the speed camera on Doncaster Road due to previous incidents.

15) CHRISTMAS CAROL SINGING ARRANGEMENTS

Councillor Sidebottom reported that St Wilfrid's School had proposed Wednesday 14 December 2016 as the most appropriate date for the carol singing event. The Clerk had contacted the local organist and he was agreeable with the date.

RESOLVED (12)

That the date be agreed and Councillor Sidebottom and the Clerk finalise the arrangements.

16) EXTERNAL AUDIT REPORT FOR 2015/16 ACCOUNTS

The report which denoted one minor point that 'Nil/Zero had been omitted from one box in Section 2' was circulated at the meeting.

RESOLVED (13)

That the report be received and the contents duly noted.

17) PURCHASE OF A WREATH AND DONATION TO ROYAL BRITISH LEGION

Consideration was given to the purchase of a wreath for the local school for Remembrance Day and to a donation to the Royal British Legion.

RESOLVED (14)

That an amount of £80 be donated to the Royal British Legion to cover the cost of a wreath with the balance as a donation.

18) ENGAGEMENT WITH RESIDENTS OF MANOR FARM DEVELOPMENT

Signed:.....Dated:.....:

Whilst only eight properties were occupied based on the 2015 Register of Electors many more properties were now believed to be occupied and discussion took place as to how the residents could be made aware of the parish council.

RESOLVED (15)

That the Chair produces an A5 information leaflet denoting details of the membership of the parish council with contact details of the Clerk and the website address for circulation to residents at a cost not exceeding £200.

19) COUNCIL WEBSITE ISSUES

Councillor Worthington reported that the agenda for the meeting had again not been uploaded until the Monday prior to the meeting when submitted the previous Wednesday. The financial information had been uploaded prior to the statutory deadline after contacting the webmaster.

RESOLVED (16)

That the webmaster is informed that the agenda must be uploaded by the Friday before the meeting in line with the statutory deadline for publishing the date of the meeting.

20) CONSULTATION FROM NALC ON LOCAL COUNCIL TAX REFERENDUMS

Consideration was given to a policy consultation regarding council tax referendum principles for local councils.

RESOLVED (17)

That the document be received and noted.

21) CONDITION OF NOTICE BOARD ON WARNING TONGUE LANE

The Clerk explained that the notice board was in a poor condition, difficult to access and the large door did give rise to a health and safety concern being made of metal.

RESOLVED (18)

That the notice board be removed and consideration be given to a replacement pending any comments from residents after its removal.

22) REPORTS FROM MEETINGS/TRAINING EVENTS ATTENDED

a) DSRHA Noise Monitoring and Environmental Sub-Committee – 15 September 2016

Councillor Worthington provided a detailed report on the latest developments and minutes of the meeting were available on request.

b) YLCA Employment Seminar – 12 July 2016

Councillor Worthington reported the seminar had provided useful information on recruitment and selection and that payroll work could be contracted out in view of the increasing complexity.

RESOLVED (19)

That the reports are received and the information duly noted.

23) AUTHORISATION OF BANK PAYMENTS

Consideration was given to the schedule of payments for signature.

RESOLVED (20)

That the following payments made are duly authorised:

16/41	Clerk	September salary	£576.45
16/42	Handyman	Paint/roller for Meeting Room Door	£11.57
16/43	Matt and Mouose	Laptop Upgrade	£75
16/44	C Humphreys	Watering Valley Drive flower tubs	£20
16/45	YLCA	Employment Booklet	£3.40
16/46	Glendale	Grass cutting 5 & 19/August	£77.57
16/47	BDO	External Audit	£240
16/48	Handyman	2 nd Quarter Salary	£759.75
16/49	Handyman	Petrol for Mower	£7.00
16/50	Clerk	Postage/Course travel/sundries	£9.01
16/51	R J Electrical	Water heater/outside light/alarm	£250.80
16/52	M Spencer Fencing	New fencing at Doncaster Road	£700
16/53	HMRC	2 nd quarter return	£594.92

24) ITEMS OF CORRESPONDENCE

Signed:.....Dated:.....:

Consideration was given to items of correspondence outlined on the agenda including the latest White Rose Update featuring an article on copyright of planning documents.

RESOLVED (21)

That all correspondence denoted on the agenda and reported at the meeting is duly noted.

25) DATE AND TIME OF NEXT MEETING

RESOLVED (22)

That the next meeting be held on Wednesday 2 November 2016 commencing at 7.00 pm.

Signed:.....Dated:.....: