

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 5 February 2020 at Kilham Hall Meeting Rooms commencing at 6.30 p.m.

PRESENT: Councillors: M Sidebottom (Chairman), D Chorlton, M Caygill, A Whittaker (from item 5), N Williams and J Worthington.

IN ATTENDANCE: J Staniforth (Clerk to the Council) and nine members of the public.

Members of the public in attendance raised the following issues:

- A First bus (no. 483) was now travelling along Whiphill Top Lane twice a day to the New College in Auckley and had been seen mounting the pavement and was felt to be a safety concern when turning the corner at the fork junction of Whiphill Top Lane.
- It was felt there was no safe place to cross Whiphill Top Lane particularly near the fork junction due to the amount of speeding traffic. There had been a recent accident to a child although information indicated that it was not due to a speeding vehicle as the speed limit was being complied with and the child had stepped into the path of the vehicle. The Chairman outlined measures currently being explored by the parish council to help improve the situation and that a site meeting and/or attendance at a parish council meeting by DMBC Highway Officers had been requested but the request has been declined.
- A suggestion was made that if an area of grassland on Whiphill Top Lane was made into hard standing as this may assist with pedestrians crossing the road.
- An update was requested on when the damaged bollards at the Rose Garden would be replaced and the Clerk responded that DMBC were hoping to take delivery of the new bollards during the week commencing 17 February 2020 and would seek to undertake the work as soon as possible after that.
- An explanation was requested as to why the tree previously used for the Christmas lights had been removed. The Chairman explained that there had been some misunderstanding and miscommunication about its removal and the parish council should have reviewed any decision regarding its removal. There was a need to provide a new tree for the Christmas lighting as the removed tree was too large and DMBC had deemed it unsuitable to be pruned.

1) APOLOGIES FOR ABSENCE

Apologies were received from Councillor Y Butterworth due to work commitments.

RESOLVED (1)

That the apologies be agreed and duly recorded.

2) EXCLUSION OF PUBLIC AND PRESS

RESOLVED (2)

That no items be excluded from the public and press.

3) DECLARATIONS OF INTEREST

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

4) CO-OPTION OF A PARISH COUNCILLOR

Six applications had been received for the vacancy and all confirmed that the eligibility criteria were met.

The Chairman explained the procedure as contained in YLCA Advice Notes Nos. 10 and 27.

The following candidates were duly proposed and seconded:

A Gibbins

S Morley

A Whittaker

RESOLVED (3)

a) That voting for the candidates be by a signed ballot.

b) That the first round of voting verified by the Clerk was as follows:

A Gibbins x 1

A Whittaker x 2

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

S Morley x 2

c) That the result of the second ballot is as follows:

A Whittaker x 3

S Morley x 2

d) That Alicia Whittaker is duly co-opted and the Declaration of Acceptance of Office is signed at the meeting.

e) That arrangements are made for the register of interests form to be completed within 28 days for forwarding to the Monitoring Officer.

5) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS

There were no councillors or officers in attendance due to other work commitments.

6) MINUTES OF THE MEETINGS HELD ON 14 JANUARY 2020

RESOLVED (4)

That the minutes of the Parish Council Meeting be agreed and signed by the Chairman.

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

Consideration was given to the report provided by the Clerk relating to actions required from the previous meeting that had been circulated and the following updates were considered:

a) Repair to damaged goalpost

Councillor Chorlton explained that it had not been possible to examine the goalpost due to availability during suitable weather conditions and it was hoped to undertake this prior to the next meeting.

b) Section 106 Projects and Clerks Injury

Questionnaires required by DMBC in respect of the planning application for the storage extension at Kilham Hall because of the loss of open space had been delivered to properties on Kilham Lane and the Branton Gate section of Whiphill Top Lane as far as Milton Road. The Clerk reported she had been bitten by a dog when putting a questionnaire through a letter box on Wood View as it had not been noticed that there was a separate post box and the letter box in the front door was still use. A solicitor had been contacted who had advised that the matter required reporting to the police who would be able to ascertain the name of the dog owner if the matter was to be pursued.

It was expected that a decision on the planning application for the storage extension would be reached by the end of February 2020.

The Design Consultant had provided copies of A3 size plans for the storage extension and these had been forwarded to two builders who had agreed to provide a quotation/estimate that could be submitted to DMBC. An indication had been received that two estimates would be sufficient to seek formal approval for the project.

c) Replacement of vehicle activation sign with a driver feedback sign

DMBC had sent a notification that the company contracted to provide the DFS units were in financial difficulties and unable to undertake this type of work now and arrangements were being made for the work to be undertaken by DMBC however due to a current lack of resources the cost was unlikely to be known before at least the April 2020 meeting.

d) Repair of handyman's storeroom shutter

GG Emergency Door Specialists had quoted £45 for painting the new canopy and stated it was not cost effective to use the existing canopy. The work could be undertaken on 17 February 2020.

e) Invoice for new Christmas Tree/letter to resident re removal of former Christmas tree

DMBC Revenues Section had been informed that the invoice was under query and had referred the matter for advice. There had been no reply from the Officer in response to whether the cost of £1,259.02 quoted and agreed by the parish council could be paid or to the request for a copy of the letter to the resident relating to the removal of the former tree.

f) New illuminated Christmas decorations

Northern Power Grid had quoted a cost of £487.72 per lamppost for the work needed to provide a power source for illuminated Christmas decorations which was considerably more than had first been indicated.

g) VE 75th anniversary commemoration

An amount of information was circulating in respect of advice, support and resources to assist community organisations with an event to mark this occasion on the dates 8 -10 May 2020 the 9th of which had been designated a public holiday in lieu of the Monday May Day bank holiday.

No response had been received from members of the public regarding the organising of an event.

h) Quotation for new led Christmas lights

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

A quotation of £442.50 + vat had been received with an additional £30 for a transformer.

i) Replacement of bollards at the Rose Garden on Whiphill Top Lane

Details were outlined under public participation following an enquiry.

j) Other – Review of Financial Regulations

A meeting was still to be arranged to review the Financial Regulations.

RESOLVED (5)

- a) That the information relating to actions undertaken by the Clerk since the last meeting be duly noted.
- b) That advice is sought from YLCA as to whether the Register of Electors could be used to obtain details of the name of the resident of the property where the Clerk’s injury had occurred.
- c) That DMBC is asked if there are any other suppliers of Driver Feedback Signs that could provide a quotation in advance of the timescale identified by DMBC.
- d) That the quotation for repair to the Handyman’s Store shutter totalling £488 be agreed.
- e) That in view of the costs quoted for the electrical work to lampposts for Christmas lights the project be ceased and alternatives such as one off decorations, solar powered decorations or new Christmas trees be explored at the next meeting.
- f) That information is sought from South Kirkby Town Council regarding solar powered Christmas lighting.
- g) That the quotation for the purchase only of new LED lighting for the Christmas tree be agreed subject to contacting the contractor to ascertain the cost of the installation and removal of the lights and their suitability.
- h) That if no members of the public approach the parish council wishing for an event to be organised to commemorate the 75th anniversary of VE day the issue rest with the community.
- i) That a meeting to review the Financial Regulations for recommendation to the council take place on Monday 10 February 2020 at 2.00 pm.

8) ITEMS RAISED BY MEMBERS OF THE PUBLIC

RESOLVED (6)

- a) That Finningley Ward Councillors are asked to attend the next parish council meeting to discuss with residents possible improvements to road safety on Whiphill Top Lane.
- b) That DMBC is asked if a grassed area on Whiphill Top Lane adjacent to Branton House Farm and opposite the Rose Garden could be replaced with hard standing to facilitate the safer crossing of Whiphill Top Lane by pedestrians..
- c) That South Yorkshire Passenger Transport is asked if the bus to the New College is intended to be continued and the details of journey times.
- d) That members identify any suitable areas for planting new trees is identified for consideration at the next meeting.

9) KILHAM HALL MANAGEMENT COMMITTEE REPORT

Councillor Sidebottom reported that a new WI committee member had joined the committee but a resignation had been received from a user group who had relinquished use of the hall. Promotion of the facilities was being undertaken and ‘one off’ bookings were continuing well. The new treasurer had resumed responsibility with support from the Hall Chairman and the service agreement was being discussed with the booking Clerk to ensure the smooth running of the hall.

A new safer hob was to be purchased and the complaint regarding the damage to a box of toys had been resolved with the offer of a free usage of the hall for one month.

RESOLVED (7)

That the report is received and a message of thanks extended to the Management Committee.

10) KILHAM HALL PARK/MEETING ROOMS AND GARDEN ISSUES

a) Provision of a new letter box for parish council and Kilham Hall use

Correspondence relating to Kilham Hall Park/buildings for the parish council had been delivered to the post box for Kilham Hall and had therefore resulted in a delay in processing the correspondence. Consideration was therefore requested for a new joint post box for use by both the parish council and Kilham Hall Management Committee. Two examples of suitable post boxes costing between £60 and £70 were provided.

b) Date of commencement of green waste collection

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

The handyman would be undertaking the pruning of roses in March and possible grass cutting if mild weather continued and therefore the collection of the green waste would need to resume in early to mid-March.

d) Maintenance of picnic tables

Councillor Williams reported that there may be further spare parts for the picnic tables at the Park available from surplus tables at the Yorkshire Wildlife Park.

RESOLVED (8)

a) That the provision of a new post box for joint use by the parish council and Kilham Hall be agreed in principle but further consideration be given to the changing of the parish council address at the next meeting.

b) That the Clerk arranges the commencement of the green waste as necessary and that this be delegated to the Clerk in future years subject to any costs being within the agreed budget provision.

c) That the Clerk arranges for the handyman to view the spare picnic bench components and any suitable ones used to improve the condition of existing benches.

11) CONTRACTS FOR GRASS CUTTING AND WASTE REMOVAL

The Clerk reported that DMBC had sent notification of the cost of the existing contract for emptying the parish council litter bins at a total cost of £447.75 per annum for 39 visits per year representing an increase of 2%. The contract for grass cutting by Glendale continued to represent very good value for money in comparison to other local suppliers and had risen by 3%.

RESOLVED (9)

That the existing contracts for emptying litter bins, green waste and grass cutting are continued for 2020/21.

12) UPGRADE TO PARISH COUNCIL LAPTOP

A quotation of £85 had been received to upgrade the software from Windows 7 to Windows 10.

RESOLVED (10)

That the quotation is agreed and the work arranged as soon as practicably possible.

13) ARRANGEMENTS FOR THE NEXT QUARTERLY LITTER PICK

The litter pick group had requested 7 March 2020 for the next litter pick although this was not within the national Keep Britain Tidy period and DMBC had asked if it was possible to change the date. Branton St Wilfrid's Primary School had asked to be involved and would undertake a mid-week litter pick during the week prior using the equipment provided by DMBC.

RESOLVED (11)

That the date of 7 March 2020 is agreed and the Clerk arranges for any required refreshments and notifies DMBC of the date chosen in order for the collection of the waste to be arranged.

14) PLANNING MATTERS

The following new planning application was considered:

20/00160/FUL 285 Bawtry Road	Erection of a detached dwelling and garage	No comments
---------------------------------	--	-------------

RESOLVED (12)

That the planning application information including decisions reached since the last meeting is received and duly noted.

15) CONTENT AND PUBLICATION OF MARCH NEWSLETTER

Councillor Sidebottom withdrew from the meeting during consideration of this item.

Consideration was given to the draft newsletter prepared by the Clerk and the arrangements for publication.

RESOLVED (13)

a) That the newsletter includes the following:

Newly co-opted parish councillor, attendance of DMBC Ward Councillors at the next meeting (if able to attend) to discuss the concerns of residents on Whiphill Top Lane, details for the next litter pick, date for the next police 'Drop In', date of the Annual Parish Meeting, details of the 20/21 annual precept and an Easter greeting.

b) That a newsletter containing items relevant to residents in the Bessacarr area of the parish is published in the next edition of the Cantley and Bessacarr Today magazine.

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

16) HIGHWAY MATTERS

Communications had been received from three residents, one from The Close expressing the concern regarding a parked lorry outside of a property on The Close which was causing an obstruction. The resident had notified the police and a warning notice issued. Two residents of Whiphill Top Lane had expressed concerns over speeding traffic on Whiphill Top Lane and referred to the recent accident. Members also reported a number of potholes on Doncaster Road.

RESOLVED (14)

- That the resident at The Close is advised about the provision of 'I Bars' available from DMBC.
- That the speeding traffic issues are addressed at the next meeting.
- That DMBC is notified about the potholes if not repaired in the immediate future.

17) POLICE ISSUES

a) Crime report for December 2019

The latest report denoted five crimes in Branton, none in Old Cantley and eight in Bessacarr which was a reduction from the previous months but half related to burglaries.

b) SY Police fortnightly updates

There was nothing specifically identified for the parish.

c) SYPCC January 2020 Newsletter

RESOLVED (15)

That the information is received and duly noted.

18) WEBSITE MATTERS

There were no new matters identified for the website.

19) POLICY FOR COMMEMORATING 100TH BIRTHDAYS FOR RESIDENTS OF THE PARISH

It was known that two residents of Branton were due to celebrate their 100th birthdays in the near future.

RESOLVED (16)

- a) That it be agreed that a small supply of cards be ordered using the photograph on the website and with a message of congratulations at a cost not exceeding £50.
- b) That details be contained in the next available newsletters to request residents to provide information to the Clerk of anyone who is due to reach the age of 100 in order for the parish council to recognise the occasion with a card.

20) REPORTS FROM MEETINGS ATTENDED:

a) PCJCC – 17 January 2020

Councillor Caygill reported that presentations on planning enforcement, air quality which explained monitoring procedures, devolved locality budgets for Ward Councillors and the Doncaster Local Commission on Climate Change and Biodiversity (chaired by MP Ed Milliband) were given.

b) YWP Consultative Committee Meeting – 28 January 2020

Councillor Chorlton had been unable to attend and no substitute was available. Councillor Williams as a Director of the Yorkshire Wildlife Park reported that fencing work at the new entrance had been completed which would provide a safety barrier to the large amount of surface water that had formed a large pond. The work programme was on schedule and lorries were now using the new entrance rather than the adjacent quarry entrance. The awarding of the contract to provide four way traffic lights at the junctions of Hurst Lane and Mosham Road was awaited. No decision had been reached regarding the retention of a pedestrian access from Branton. A number of education initiatives were being progressed and had received positive feedback.

RESOLVED (17)

That the members are thanked for the reports and the information provided.

21) AUTHORISATION OF BANK PAYMENTS

Consideration was given to the schedule of payments for signature.

RESOLVED (18)

That the following payments made are duly authorised:

19/91	Clerk (January salary)	£653.83
19/92	Branton Garden Centre (servicing equipment)	£221.40
19/93	Today Publications (newsletter for Bessacarr/Cantley)	£ 48.00

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

22) ITEMS OF CORRESPONDENCE

Correspondence denoted on the agenda was duly considered including the availability of YLCA training webinars, the date of the next YLCA South Yorkshire Branch meeting on Saturday 8 February 2020 at Ravenfield, a YLCA Spring training conference on Saturday 28 March at Ossett and. YLCA White Rose Updates for 17 and 24 January 2020. The availability of the latest Governance and Accountability Practitioners Guide was also noted.

23) DATE AND TIME OF NEXT MEETING

RESOLVED (19)

That the next meeting be held in accordance with the agreed schedule on Wednesday 4 March 2020 commencing at 6.30 pm.

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