

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 4 July 2018 at Kilham Hall Meeting Rooms commencing at 7.00 p.m.

PRESENT: Councillors M Sidebottom (Chair from item 8), Y Butterworth, M Caygill, D Chorlton (from item 8), M Turner and N. Williams.

IN ATTENDANCE: J A Staniforth (Clerk to the Council) and S Racjan (DMBC Communities Officer).

1) APOLOGIES FOR ABSENCE

Apologies were received from Councillor J Worthington and from Councillors D Chorlton and M Sidebottom at the start of the meeting.

In view of the absence of the Chairman and Vice-Chairman at the start of the meeting nominations were sort for a Chairman for the meeting until the arrival of the Chairman/Vice-Chairman.

RESOLVED (1)

- a) That Councillor N Williams be agreed as Chairman for the meeting pending the arrival of the Chairman or Vice-Chairman.
- b) That the apologies of Councillor Worthington be accepted and duly recorded.

2) EXCLUSION OF PUBLIC AND PRESS

RESOLVED (2)

That items 9b) is excluded from the public and press on the basis that the information to be discussed in commercially sensitive.

3) DECLARATIONS OF INTEREST

Councillors D Chorlton, M Sidebottom and M Turner declared an 'other interest' in Item 8.

4) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS

The following information was provided:

- A formal invitation for a representative to serve on the Yorkshire Wildlife Park Consultation Committee was to be sent to the parish council.
- An event was being held at Woodfield Park to celebrate 70 years of the NHS.

RESOLVED (3)

That the information is received and duly noted.

5) MINUTES OF THE PARISH COUNCIL MEETINGS HELD ON 6 JUNE 2018

RESOLVED (4)

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

6) 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) Update on the delivery of the commemorative bench and butterfly carving

Notification had been received that the bench would not be delivered before the event on 7 July 2018 and would therefore need to be arranged for August 2018 which was very disappointing. Yorkshire Wildlife Park had offered a bench and this could be sited at the butterfly trail until the new bench arrived and then relocated adjacent to the perimeter path.

The butterfly carving was being delivered and positioned on 5 July ready for the event on 7 July 2018.

b) Donation from Auckley Parish Council towards the Butterfly Trail

A donation of £500 had been received.

c) Arrangements for the Community Event on 7 July 2018

The Chair had produced programme of events with the civic mayor Councillor Majid Khan to formally open the event and Caroline Flint MP would also attend. Parents had raised around £1k for the butterfly release with Yorkshire Wildlife Park agreeing to match fund up to £300 and any balance of funding could be used to enhance the butterfly trail. Orders had been placed for the bouncy castle (which would

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be collected at 2.15 pm and face painting, refreshments and ribbon had been purchased, a PA system and tea urn had been loaned. An additional grass cut had been arranged and five car parking spaces would be available on the day.

d) Completion of remedial to recreation field by contractors

Work had now been completed to re-seed areas adjacent to the perimeter path and to clear stones that had appeared on the surface.

e) Repairs to playground apparatus

Replacement of the wooden platform had been completed at a cost of £290 and the zip wire adjusted at a cost of £40. Both the playground inspector and contractor had confirmed that there was no fault to the zip wire and only an adjustment was needed.

f) Replacement of fence post and re-hanging field entry gate

The work had now been completed at a cost of £150 which was more than previously agreed but there was a need for specialist equipment to remove the concrete base to the post and had been difficult to find a contractor to undertake the work.

g) Provision of dropped kerb to access recreation field

An order had been placed with GNE following receipt of a quotation for £430 +vat.

h) Ordering of portable goalposts

This had not yet been arranged as details of the specification and cost were still awaited.

i) Use of recreation field by Auckley Junior football team

Notification had now been received that the football team were to use Auckley recreation ground and therefore the request had been rescinded.

RESOLVED (5)

- a) That the information relating to actions undertaken by the Clerk since the last meeting be duly noted.
- b) That the changed delivery date for the commemorative bench is noted with dismay and that a letter of complaint is sent and a reduction in cost is requested in view of the failure to honour the agreed delivery date.
- c) That a letter of thanks is sent to Auckley Parish Council for their generous donation.
- d) That arrangements be made for the new portable goalposts to be provided for September 2018.

7) ITEMS RAISED BY MEMBERS OF THE PUBLIC

No members of the public were in attendance.

8) KILHAM HALL MANAGEMENT COMMITTEE REPORT

Representatives to the committee reported that a meeting had taken place on 11 June 2018 and the playgroup was being approached to fill the latest vacancy. There had been a reduction in party bookings which was felt to be a seasonal issue but fliers were being distributed. The improvements to the internal lighting were still awaited and the provision of a new bingo machine had been deferred.. The next meeting was scheduled for September 2018.

RESOLVED (6)

That the information be received and members of the committee thanked for their support.

9) RECREATION GROUND/MEETING ROOMS AND GARDEN ISSUES

a) Review of four week trial for fitness classes

The classes had been taking place and no comments or complaints had been received.

b) Quotations for the replacement of wooden fencing to entrance and path adjacent car park path

A second quotation had been received but the third one had not.

c) Quotation for new cupboard/door padlock and additional shelf

A quotation had been received from Bits and Bobs for £27 for a new cupboard lock, £74.99 for a key pad entry lock and £90 for an additional shelf.

d) Provision of an information board for the butterfly trial

The Butterfly Trust were able to supply information relating to butterflies and would give a £200 donation towards the cost of a display board. The donation from Auckley Parish Council could also be utilised.

e) Request to use recreation ground for a christening party

A request had been agreed in principle at the previous meeting for a christening party at the recreation ground as Kilham Hall was not available due to another booking subject to car parking being agreed with Kilham Hall.

f) Report from investigations into flooding on car park area

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Consideration was given to advice received from the contractors who had undertaken further investigative work into the drainage and had concluded that the original soakaway was in need of repair as it was felt that it had not been fitted correctly. At this stage it was not known whether a new soak away had been fitted when the hall was built as there was no mention of this in documents pertaining to the hall. It was believed a soakaway had been fitted when the original changing rooms building had been built and it was suggested that the architect may be able to clarify.

RESOLVED (7)

- a) That the trial for the fitness class be allowed to continue and a review be undertaken at the September meeting following a request for numbers attending the classes to be provided.
- b) That a further quotation is obtained in view of the fact that the one requested had not yet been received and Councillor Williams to provide details of a suitable company..
- c) That the quotation for security improvements and additional shelving in the meeting rooms be agreed.
- d) That the provision of an information board be agreed and an order placed subject to at least one further quotation being received and the lowest quote accepted based on the specification presented to the meeting..
- e) That the recommendation to approve the use of the recreation ground be endorsed subject to the use of the car park being arranged with Killham Hall and any toilet facilities used.
- f) That the architect is contacted for advice and information relating to the soakaway.

10) GARDEN AND COMMUNITY AREAS MATTERS

A quotation totalling £150 had been received for removing the dead tree including the root and reducing the size of the two large conifer trees at the Doncaster Road garden..

The handyman had requested a new pair of safety boots as the current pair were wearing out as the budget of £60 allowed did not provide for a pair of suitable quality.

RESOLVED (8)

- a) That the quotation for tree work at the Doncaster Road garden be agreed.
- b) That the Handyman be permitted to purchase new safety boots costing up to £100 but that he be informed that the boots must remain in the store room after use for parish council work.

11) PLANNING MATTERS

The following new/revised planning applications were considered:

18/01406/FUL 33 Warrington Drive	Erection of rear 1 & 2 storey extension/replace flat roof with pitched and tiled roof	No comments
18/01454/FUL YWP	Erection of animal holding enclosure, animal housing and bunding to create lake (amendment to 17/02154)	Comments
18/01455/FUL YWP	Erection of animal housing and fencing	No comments
18/01335/FULM Branton House Farm	Variation of original planning applications re window openings to layout	No Comments

A further application had been received after the agenda had been published for 1 Silverdale Close.

RESOLVED (9)

- a) That the applications and decisions reached are received and duly noted.
- b) That comments are submitted in respect of application 18/01454 supporting the retention of trees and in particular the two oak trees referred to.
- c) That the application for 1 Silverdale Close be delegated to the Clerk in consultation with members.
- d) That any planning applications received that require comments to be submitted prior to the September meeting be delegated to the Clerk in consultation with members.

12) HIGHWAY MATTERS

The following matters were raised:

- Overgrown vegetation in gutters on Poppyfields development and Doncaster Road (motorway bridge and adjacent to Ava Court areas).

RESOLVED (10)

That DMBC is notified if no action has been taken by the end of July 2018.

13) PUBLICATION OF NEXT QUARTERLY NEWSLETTER

Discussion took place on the timing of the newsletter in view of the deadlines and the Clerk's holidays.

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RESOLVED (11)

That the next newsletter be considered at the September meeting.

14) ADOPTION OF RECORDS MANAGEMENT POLICY

Consideration was given to the policy document that had been produced by the Clerk based on the template provided by YLCA with some minor modifications based on current procedures.

RESOLVED (12)

That the policy be agreed and reviewed as and when necessary.

15) TO CONSIDER ANY POLICE ISSUES AND DETAILS OF THE LATEST CRIME REPORT

The crime report for April 2018 that had been considered at the June meeting where it was reported there were no crimes in Branton and Old Cantley was in fact incorrect as three crimes were documented in Branton and the same eleven in the Bessacarr part of the parish. A copy of the PCC's newsletter for June 2018 was made available.

16) WEBSITE MATTERS

The new photograph for the home page had now been uploaded and there were no other outstanding issues.

RESOLVED (13)

That in view of the delay in publishing a newsletter a message of appreciation is uploaded to those members of the community who took part in the litter pick on 23 June 2018 and to inform the public that there would be no August meeting.

17) YLCA LATEST TRAINING PROGRAMME

Consideration was given to the latest programme of events and local courses included 'Developing your skills as a councillor' on Thursday 6 September 2018 and a Chairmanship skills' on Tuesday 2 October 2018.

RESOLVED (14)

That a place is obtained for the Chairman on the Councillors Skills course at a cost of £45.

18) INSURANCE PREMIUM RENEWAL

The Clerk reported that the annual policy was due on 1 September and would be the final payment for the three year deal.

RESOLVED (15)

That the premium be paid subject to the terms of the initial agreement remaining in force.

19) FUNDING OF EXCEL TRAINING FOR THE CLERK

The Clerk explained that due to the increasing amount of work being undertaken using excel spreadsheets it would be helpful if some further training could be undertaken and it was possible to arrange a short one to one tuition session which was thought to be more beneficial.

RESOLVED (16)

That tuition be agreed subject to a cost not exceeding £50.

20) TO RECEIVE REPORTS FROM THE FOLLOWING MEETINGS

a) Igas – 14 June 2018

The Clerk read out information that had been forwarded by Councillor Worthington and it was noted there were no specific traffic issues at the present time.

b) YLCA South Yorkshire Branch Meeting – 20 June 2018

It had not been possible for any of the parish council members to attend but the Clerk who had attended as an Auckley Parish Councillor provided a report including that Duncan Wright (chairman of Wadworth Parish Council) had been elected chair for the forthcoming year.

c) Doncaster Sheffield Airport Environmental and Noise Monitoring Sub-Committee – 28 June 2018

No report was available as neither the representative or the reserve had been able to attend the meeting.

RESOLVED (17)

That the reports are received and the information duly noted.

21) AUTHORISATION OF BANK PAYMENTS

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Consideration was given to the schedule of payments for signature.

RESOLVED (18)

That the following payments made are duly authorised:

18/25	Clerk	June Salary/travel	£ 645.66
18/26	Clerk	Reimbursement for paper/envelopes	£ 7.00
18/27	R Hill	Computer maintenance	£ 20.00
18/28	Arrow publications	June newsletter	£ 114.00
18/29	Glendale	Grass cutting 4/5 & 18/5	£ 82.30
18/30	GNE	Drainage investigative work	£ 492.38
18/31	Handyman	1st quarter salary	£ 864.60
18/32	Handyman	Petrol for mower	£ 15.51
18/33	Clerk	Refreshments for event on 7/7	£ 37.34
18/34	Branton Farm Nursery	Strimmer wire	£ 3.99
18/35	Community First Yorks	Annual subscription	£ 42.00
18/36	HMRC	1st quarter return	£ 729.48

22) ITEMS OF CORRESPONDENCE

Correspondence denoted on the agenda was duly considered including YLCA's latest White Rose Update, DMBC's Playing Pitch Strategy which denoted that Killham Lane Recreation Ground was no longer used for formal football matches. Additional documents made available included consultation on DMBC's Licensing Policy, the South Yorkshire Fire and Rescue Service Annual report and DMBC Black history month and poetry workshop.

RESOLVED (19)

a) That the documents are received and duly note.

b) That the information contained in the June 2018 White Rose Update relating to planning documents not published on the agenda be noted and any such future applications be delegated to the Clerk in consultation with members to respond to and the outcome duly noted at the next meeting.

23) DATE AND TIME OF NEXT MEETING

RESOLVED (20)

That the next meeting be held on Wednesday 5 September 2018 commencing at 6.30 pm.

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