

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 4 October 2017 at Kilham Hall Meeting Rooms commencing at 6.30 p.m.

PRESENT: Councillors M Sidebottom (Chair), Y Butterworth (from item 14), M Caygill, D Chorlton and J Worthington.

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

1) APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors G Warrender and N Williams.

RESOLVED (1)

That the apologies be accepted and duly recorded.

2) EXCLUSION OF PUBLIC AND PRESS

RESOLVED (2)

That no items are excluded from the public and press.

3) DECLARATIONS OF INTEREST

Councillors D Chorlton and M Sidebottom declared an 'other interest' in Item 10.

4) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS

Apologies had been received from Councillors J and S Cox due to an ongoing personal commitment.

The Stronger Communities Officer reported that replacement A5 size notices had been fitted to the recreation ground entrance. A meeting had taken place with a resident to outline the legal position of the Public Space Protection Order in respect of dog control in public places. Residents were asked to contact the parish council if there were any concerns regarding a lack of activities for subsequent discussion with DMBC.

The following DMBC initiatives were outlined:

- Youth activity provision
- Schools working with communities
- Holocaust memorial event at Doncaster Museum in January 2018

RESOLVED (3)

That the DMBC Officer is thanked for his attendance and the information provided.

5) MINUTES OF THE MEETING HELD ON 6 SEPTEMBER 2017

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 provision of new outdoor equipment at Kilham Lane Recreation Ground

The start date had now been delayed to 16 October but the contractor had marked out the perimeter path and would provide their own welfare facilities so had only been provided with keys to the two entrance gates. The recreation ground would need to be closed to the public for the duration of the work and this would need to be publicised. A request from DMBC had been received to confirm the location of the new signage board. Discussion took place as to whether the completion of the board should be deferred until the location of the butterfly trail had been determined so it could be included.

b) Fencing at Valley Drive and Rural Crescent

A site meeting had taken place with DMBC and the contractor and it was discovered that the site plan did not extend to the boundary of the grass verges as was required to prevent parking on the verges. DMBC agreed the fencing should extend to prevent vehicle access from Rural Crescent and Moor View and an extended area on the verge on Rural Crescent with Valley Drive. The contractor had sent a revised quote of £1,420.

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c) Purchase of Defibrillator

Delivery had taken place and a quote of £200 had been received from RJ Electrical for the electrical supply and fitting.

d) Funding bid for butterfly trail

The outcome of the bid which was expected to be considered in September had been deferred and was expected after the next airport committee meeting in December 2017.

e) Mobile telephone for the Clerk

It had still not been possible to source a suitable contract and may need to wait until the new year.

f) Laptop replacement

This was still being progressed.

g) Blocked drain at Kilham Hall car park

The handyman was of the opinion that the blockage had built up over time and therefore the use of drain rods would not resolve the position. GNE had been contacted and an initial visit undertaken with a plan of the soak away forwarded by Saxton Designs Ltd but a further response was awaited.

h) PSPO – Dog Control Notices

DMBC had now confirmed that the parish council could order A3 size notices and a quote of £24 had been received from Beacon Signs.

i) Donation for Walk to School Initiative

Councillor Sidebottom reported that the initiative had commenced and had resulted in much reduced parking around the school and had been met with enthusiasm from pupils at the school thereby encouraging parents to park at designated sites such as the Three Horse Shoes and Wildlife Park in the morning and Garden Centre in the afternoon. The final cost of the donation would be £750. The donation would support the cost of new cycle sheds and the marking of children's games on the playground the details of which were still being finalised. The class that had walked the most to school each month would be allocated £100 towards the purchase of playground equipment. It was hoped that parish councillors would be allowed to attend the first assembly where pupils would be presented with certificates for taking part in the challenge.

RESOLVED (5)

- a) That the information relating to actions undertaken by the Clerk since the last meeting be duly noted.
- b) That the new signage board for the recreation ground be located between the two paths at the entrance to the recreation field but a request be made that the final artwork for the board is deferred pending the location of the butterfly trail being determined so that it could be included on the signage.
- c) That the closure of the recreation ground is publicised in the Branton and Auckley Arrow, on the parish council website, on Branton Voice and that letters are sent to residents of Whiphill Top Lane whose properties border the recreation ground and residents of Kilham Lane notifying them of the work to supply and fit the new equipment and perimeter path.
- d) That the location of the butterfly trail is considered at the next meeting.
- e) That the revised quotation from Spencer Fencing be agreed.
- f) That the quotation from RJ Electrical be agreed on the basis that a reputable contractor was needed to supply the electrical connection and install the equipment.
- g) That further contact is made with GNE regarding the blocked drain.
- h) That the quotation for the supply of new notices regarding prohibiting dogs from the recreation ground be agreed.
- i) That the Chair is thanked for progressing the initiative and the donation to the school is made on receipt of the required information.

7) ITEMS RAISED BY MEMBERS OF THE PUBLIC

No members of the public were in attendance.

8) EXTERNAL AUDIT OF 2016/17 ACCOUNTS

The report was considered and details had been uploaded to the website and displayed on council notice boards.

RESOLVED (6)

That the report be received and the contents duly noted.

9) SECOND QUARTER BUDGET MONITORING REPORT

Consideration was given to the half yearly monitoring report which denoted headings were within budget other than the Christmas lighting which reflected an overspend as all accounts were now up to date as

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outstanding invoices for 2014/15 and 2015/16 along with the previous year had been paid. Expenditure on some community projects that were awaiting completion would be reflected in the next quarterly statement.

RESOLVED (7)

That the report is received and the information duly noted.

10) KILHAM HALL MANAGEMENT COMMITTEE REPORT

Councillor Sidebottom reported a meeting had taken place on 11 September 2017 and the latest accounts reflected a bank balance of £12,800. A Halloween event had been arranged for Saturday 28 October 2017 with tickets on sale at the local Post Office. A new notice board which would display 8 x A4 sheets had been ordered and so could display some local event information. The Annual General Meeting was scheduled to take place on 6 November 2017.

RESOLVED (8)

That the report is received and duly noted.

11) RECREATION GROUND/MEETING ROOMS AND GARDEN ISSUES

a) Replacement of two cradle swings

Three quotations had been obtained and the one from DMBC at £200 per swing was the lowest.

b) Maintenance of wooden fencing at Kilham Hall car park

The condition of the fencing was raised including a damaged area in the car park.

c) Resealing of Rose Garden surface

The surface had been resealed five years ago and may be in need of further sealing.

d) Storage of playgroup equipment

Councillor Sidebottom reported that a new playgroup session was to take place at Kilham Hall but that there was a need to store equipment and whether this could be accommodated in the meeting rooms for the immediate future.

e) Meeting with DMBC re hedge cutting

Following the year's annual hedge cut DMBC had expressed some concern regarding the trees on the east boundary and a site meeting had been held which had concluded a tree survey was necessary and this was to be arranged. It was noted the trees were not on parish council land.

RESOLVED (7)

a) That the replacement of the two cradle swings be agreed at a cost of £200 per swing.

b) That consideration is given to funding fencing replacement in the next financial year and the matter be discussed again at the January 2018 meeting.

c) That a quotation for the resealing of the Rose Garden be obtained.

d) That the storage of items of playgroup equipment in the meeting rooms lobby/office area be agreed with a review taking place in the summer of 2018 and an additional set of keys be purchased at a total cost of not more than £75.

e) That the outcome of the proposed tree survey be awaited.

12) PLANNING MATTERS

The following planning applications were considered:

Councillor Sidebottom withdrew from the meeting during consideration of the applications for the Yorkshire Wildlife Park.

| | | |
|--|---|-------------|
| 17/01994/FUL 34 Warning Tongue Lane | Erection of detached house with garage following demolition of existing dwelling | No comments |
| 17/02154/FUL YWLP | Erection of animal holding enclosure and animal housing | Comments |
| 17/02189/OUTA YWP | Change of use of land to expand YWP, create new access on Hurst Lane, parking/visitor hub | Comments |
| 17/02226/FUL YWP | Erection of animal holding enclosures and outbuildings | No comments |

RESOLVED (10)

a) That the following comments be submitted to DMBC:

i) 17/02154/FUL - the public bridleway No.6 should remain unaffected.

ii) 17/02189/OUTA – that the application is supported.

Councillors M Caygill and J Worthington wished to record that whilst supporting the application they did not support the proposed new entrance on Hurst Lane in Auckley.

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b) That the decisions reached since the last meeting are duly noted.

13) HIGHWAY MATTERS

The following matters were raised:

- Concerns over the visibility of the zebra crossing when approaching from the north direction
- Why was no lighting provided on the motorway bridge footpath on Doncaster Road

RESOLVED (11)

That issues be reported to DMBC.

14) PROVISION OF A COMMEMORATIVE BENCH

Details of a supplier of bespoke benches were circulated for consideration.

RESOLVED (12)

That a quotation for a metal bench including wording of 'Lest we forget' in the centre with poppies surrounding it and butterflies to each side be sought for consideration at the next available meeting.

15) CHRISTMAS CAROL SINGING ARRANGEMENTS

Councillor Sidebottom confirmed that St Wilfrid's School choir would be available on Wednesday 13 December 2017 and the local organist was also available.

RESOLVED (13)

That the date of the carol singing be confirmed as Wednesday 13 December 2017 and that Councillor Sidebottom in conjunction with the Clerk progress the finalisation of the arrangements.

16) DONATION TO ROYAL BRITISH LEGION FOR PURCHASE OF A POPPY WREATH

RESOLVED (14)

That a donation of £80 be made to purchase a wreath with the balance a donation.

17) POLICE MATTERS /CRIME REPORTS FOR JULY 2017

A copy of the SYPCC's newsletter was circulated and details of crimes in Old Cantley (1) and Branton (5) during the month of July 2017 were reported. Due to some changes to the police website it was not possible to obtain details of crimes in the Bessacarr part of the parish.

RESOLVED (15)

That the information is received and duly noted.

18) WEBSITE UPDATE

All general documents could now be uploaded by the Clerk and the site was now again up to date. The photograph that had been intended to be displayed was not available digitally and could not be reproduced to a suitable quality.

RESOLVED(16)

a) That the information is received and duly noted.

b) That a request is made via the Branton and Auckley Arrow for any information or photographs relating to the parish that could be made available on the website.

19) BANK PAYMENTS

RESOLVED (17)

That the following payments made are duly authorised:

| | | | |
|-------|--------------------|--------------------------------------|-----------|
| 17/40 | Clerk | September Salary | £612.62 |
| 17/41 | Clerk | Stationery/postage | £ 14.20 |
| 17/42 | Arrow Publications | September newsletter | £114.00 |
| 17/43 | Matt and Mouse | Annual computer maintenance | £ 40.00 |
| 17/44 | DMBC | Emptying dog litter bins quarter 1 | £155.99 |
| 17/45 | Glendale | Grass cutting11/8 &25/8 | £ 80.60* |
| 17/46 | Handyman | Second quarter salary | £ 815.82 |
| 17/47 | nPower | Balance for 2016/17 Christmas lights | £ 87.84 |
| 17/48 | BDO | External audit | £240.00 |
| 17/49 | SLCC | Annual subscription | £108.00 |
| 17/50 | Clerk | Printing paper | £ 5.00 |
| 17/51 | HMRC | Second quarter return | £677.79** |

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* £0.70 added for underpayment to previous invoice

** £3.66 deducted due to overpayment in previous year identified by HMRC

20) REPORT FROM DSA NOISE MONITORING AND ENVIRONMENTAL SUB-COMMITTEE

Councillor Worthington reported that the latest 'Which' report had named the airport as the best small airport. Applications for the community fund would be considered at the next meeting of the committee on 7 December 2017.

RESOLVED (18)

That Councillor Worthington is thanked for the report and the information provided.

21) ITEMS OF CORRESPONDENCE

Correspondence denoted on the agenda was considered including a consultation on Airspace Change Proposal for the Introduction of RNAV (GNSS) Departure and Approach Procedures. A member raised concern that the local bus service did not stop at the bus stop opposite the Three Horse Shoes between 8.30 and 9.00am leaving some students without transport to school. Councillor Chorlton agreed to contact SYPTE to ascertain the reason for this.

RESOLVED (19)

- a) That the items of correspondence denoted on the agenda be received and duly noted
- b) That the proposed airspace changes be supported.

22) DATE AND TIME OF NEXT MEETING

RESOLVED (20)

That the next meeting be held on Wednesday 1 November 2017 commencing at 6.30 p.m.

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