

**CANTLEY WITH BRANTON PARISH COUNCIL**

**Minutes of the Parish Council Meeting held on Wednesday 6 February 2019 at Kilham Hall Meeting Rooms commencing at 6.30 p.m.**

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

**IN ATTENDANCE:** J A Staniforth (Clerk to the Council) S Deans (Co-operative Community Fund) and S Racjan (DMBC Communities Officer).

Sandra Deans provided information about the Co-operative Community Fund which was available to any Co-op member to bid for on an annual basis normally commencing mid March to April. Local branch managers would determine successful bids and the area covered Kirk Sandall, Armthorpe and Auckley. Auckley Parish Centre had been successful in obtaining funding towards the cost of resurfacing the car park. It was confirmed that a bid for storage for the community hall could be considered but it was advisable for community groups to bid rather than a public body. Details of the dates for the submission of applications would be forwarded when known and it was suggested to contact the retail managers to make them aware of projects for which funds were being sought

**1) APOLOGIES FOR ABSENCE**

There were no apologies as all members were present..

**2) EXCLUSION OF PUBLIC AND PRESS**

RESOLVED (1)

That item 28 be excluded from the public and press due to the personal and confidential information to be discussed.

**3) DECLARATIONS OF INTEREST**

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

**4) REPORT FROM DMBC WARD COUNCILLORS/OFFICERS**

The DMBC Officer reported that there had been further discussions with the local playgroup regarding funding opportunities and it had been clarified that DMBC local funding would not support groups primarily for children. The playgroup had indicated they could fund the cost of an external container but may need to raise money for the delivery costs of around £300 -£400. An enquiry was made as to whether the coffee club could apply for funding as additional storage was needed for other hall users and it was felt that as this was a group for adults the club would be eligible.

The issue of alleged drug dealing on Kilham Lane had been referred to the police and patrols had taken place and the street light had been repaired. No further sightings or reports had been received.

Details of outcome on the consultation for a MUGA were noted and the 'Great British Spring Clean' initiative was being encouraged in schools with details included on the website.

RESOLVED (2)

That the DMBC Officer is thanked for the information and support provided.

**5) MINUTES OF THE PARISH COUNCIL MEETINGS HELD ON 2 JANUARY 2019**

RESOLVED (3)

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 a supplier of support poles for trailing plants at the butterfly trail

The Chairman reported that suitable poles had been sourced from a garden centre.

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It was felt that more bark was needed for the butterfly trail and the local Butterfly Conservation Trust had agreed to plant some buckthorn to attract butterflies. A suggestion had been made for an event to be held in the summer of 2019 in line with that of the previous year.

b) Meeting to receive details of illuminated Christmas lighting costs

A meeting had taken place with Christmas Plus attended by DMBC Officers to receive details of the costs for the provision of illuminated Christmas decorations from lampposts. The company would install, remove and store the decorations and the purchase cost was only slightly more than the annual cost of hiring. A copy of the catalogue with details of decorations available was circulated. The average total cost in the first year was around £600 per unit and there were around 40 lampposts in Branton and 25 in Old Cantley however only some lampposts would be used. It may be more appropriate to provide a Christmas tree in the Manor Farm area. Second hand units were available after March and there would be a price increase from 1 April 2019.

c) Building Inspectors completion report for Kilham Hall/Car park surface water issues

A Building Certificate had been issued and the Building Inspector advised that unless water was appearing at the surface of the soakaway it was more likely that the surface water was being retained due to undulations in the car park surface and that this should be considered. The original contractor of the soakaway had been contacted and had provided advice and information.

d) Update on provision of new fencing at Kilham Hall entrance and car park/Gate reflector strips

The contractor had stated that the new fencing was still being manufactured and a date for fitting was still awaited. He had agreed to look into sourcing additional reflective strips for the entrance gates.

e) Other Issues

The completed signing of the revised variation to the Trust Deed was still awaited.

RESOLVED (4)

- a) That the information relating to actions undertaken by the Clerk since the last meeting be duly noted.
- b) That the purchase of two plant supports for the butterfly trail be agreed at a cost not exceeding £100.
- c) That consideration be given to the holding of a community event and costs for the maintenance of the butterfly trail at the next meeting.
- d) That a document denoting the total costs for the provision of new Christmas illuminated decorations be produced for the next meeting denoting the costs over a three year period and further companies be identified that could supply comparable decorations.
- e) That the surface water issue be monitored.
- f) That the Kilham Hall secretary is asked to progress the signing of the variation to the Trust Deed.

## 7) REVIEW OF 2019/20 BUDGET ALLOCATION

Consideration was given to further alternatives for the budget following correspondence from DMBC regarding the revised council tax base and the information received at the meeting held on 28 January 2019.

RESOLVED (5)

That the community development budget be increased to £10,500 to be used for the purchase of illuminated Christmas decorations.

## 8) REVIEW OF 2019/20 PRECEPT

RESOLVED (6)

That in view of the amended council tax base and the decision to proceed with expenditure on illuminated Christmas decorations it was agreed that the total revenue to be raised should be £40,000 thereby increasing the precept for a Band D property by 1.56%.

## 9) ITEMS RAISED BY MEMBERS OF THE PUBLIC

RESOLVED (7)

That information relating to the Co-operative Community Fund be provided to user groups at Kilham Hall.

## 10) KILHAM HALL MANAGEMENT COMMITTEE REPORT

Representatives reported that a meeting took place on 14 January 2019 whereby the Chairman indicated her intention to resign at the next meeting scheduled for 4 March 2019. The resignation of the booking clerk/caretaker had also been received over the weekend of 2/3 February 2019 with immediate effect. A special meeting had been convened on 4 February 2019 and temporary arrangements put in place and an advertisement had been published. Procedures had also been put in place to ensure that

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any complaint received could be dealt with within a reasonable timescale. There were now two vacancies to be filled and the new treasurer would assume responsibility in the near future. The issue of storage was also being addressed.

RESOLVED (8)

That the information be received and duly noted.

## 11) RECREATION GROUND/MEETING ROOMS ISSUES

### a) Location of CCTV monitor

The chairman explained that the current location of the CCTV monitor meant that it was difficult to access and there were two options to improve the situation. Firstly to rewire all the cameras and move the monitor at a cost of around £350 or re-site the monitor and leave the hard drive in the hall at a cost of around £200. The current system retained information for up to 14 days and was this sufficient..

### b) Additional storage requirements for Kilham Hall

Discussion took place on the cost of an extension to Kilham Hall and whether it would be possible to raise the amount of funding required.

### c) Approval of repairs to the sink in the toilet area of the meeting rooms

The water leak had now been repaired.

RESOLVED (9)

a) That the CCTV system be relocated to the meeting rooms and the size of the hard drive increased at a cost of up to £500.

b) That YLCA be approached for advice and a draft policy document for the operation of CCTV.

c) That DMBC is asked if any of the current section 106 monies could be used to provide a bespoke storeroom for Kilham Hall.

d) That the cost of the repair to the water leak in the meeting room toilet area be agreed.

## 12) GARDEN AND COMMUNITY AREAS MATTERS

There were no other community garden issues raised.

## 13) MUGA CONSULTATION RESULTS

Sixty one responses had been received although one was from an address not in the parish, one was a general email and one had no address. Of those eligible for consideration 46 were in favour of a MUGA and 12 were not. There were a small number of suggestions which included lighting, tennis courts, more equipment for young children and the reinstatement of the formal football pitch.

RESOLVED (10)

That the outcome of the consultation be noted and a request is made to DMBC for information relating to the location and design of existing MUGAs in the borough to enable these to be viewed and whether it was possible to incorporate a tennis court facility.

## 14) THIRD QUARTER BANK RECONCILIATION

RESOLVED (11)

That the third quarter reconciliation denoting a balance of £51,237.97 be agreed and duly signed.

## 15) THIRD QUARTER BUDGET MONITORING REPORT

RESOLVED (12)

That the report denoting that 74% of the budget had been spent is duly noted.

## 16) PLANNING MATTERS

The following new/revised planning applications were considered:

18/03176/REMM Manor Farm	Details of access/appearance/landscaping design scale for 120 dwellings on 9.85ha (being reserved matters)	No comments
19/00144/FUL Ronstan, Whiphill Top Lane	Erection of front extension and first floor to existing bungalow	No comments
19/00189/FUL Land at 21 Birchwood Dell	Re-submission of planning application 17/02704/FUL (erection of dormer bungalow)/changes to design	No comments

The Clerk reported that an application for 20 Willow Glen had been agreed without comments from the parish council as it had been received after the publication of the January 2019 agenda.. The planning officer had been contacted on 27 December 2018 to ask if the application could await the February

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meeting but no reply had been received and as the statutory expiry date was after the February 2019 meeting it had been assumed that it could be considered at this meeting.

RESOLVED (13)

#### **17) HIGHWAY MATTERS**

RESOLVED (14)

That the following issues be referred to DMBC or the police as appropriate:

- The positioning of two A boards on verges on Doncaster Road.
- Concerns regarding traffic accessing Whiphill Top Lane from the No Entry' access on Chapel Lane.

#### **18) PUBLICATION OF MARCH NEWSLETTER**

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

RESOLVED (15)

That the newsletter contain information on the date of the Parish Meeting, the 2019/20 precept, the outcome of the consultation for the provision of a MUGA, details of a spring litter pick, use of the one way system on Chapel Lane and a happy Easter message.

#### **19) YLCA TRAINING COURSES**

RESOLVED (16)

a) That the attendance of the Handyman on playground inspection training costing £80 be agreed.

b) That the attendance of the Clerk on financial training on 19 March costing £115 be agreed in principle subject to ratification at the next meeting.

#### **20) DONATIONS TO ICE DRAMA GROUP AND THORNE RURAL LIONS .**

RESOLVED (17)

That a donation to Thorne Rural Lions of £100 be agreed and the donation to the ICE Theatre Group be deferred pending the receipt of further information regarding the group's current financial position.

#### **21) BRANTON LITTER PICK ARRANGEMENTS**

RESOLVED (18 )

That a litter pick be arranged in Branton and the Chairman to determine the date with residents.

#### **22) POLICE MATTERS**

The Clerk circulated details of crimes that had been included on the police crime map for the parish for the months of November and December 2018 with three and nine crimes in Branton, one and three in Old Cantley and two and five in the Bessacarr part of the parish respectively. The weekly updates for January 2019 denoted that further visits had been made to St Wilfrid's School and a parking advisory note had been issued. The receipt of the latest newsletter from the SYPCC was noted.

#### **23) WEBSITE MATTERS**

RESOLVED (19)

That the caretaking details for Kilham Hall be amended and the vacancy advertised.

#### **24) REPORTS FROM THE FOLLOWING MEETINGS ATTENDED:**

a) Yorkshire Wildlife Park Community Consultative Committee – 23 January 2019

Councillor Chorlton provided a written report outlining that soft landscaping work was taking place and the existing public footpath which had been diverted remained open for the present time. Section 106 monies were to be used for highway improvements. Following enquiries from residents as to why the gate between the car park and Black Carr Plantation had been locked it had been explained that it was due to inconsiderate dog walkers who had allowed dogs to foul and also unnerved a horse resulting in veterinary costs. Councillor Williams stated that there was no official right of way over the land however it was accepted that a right of way could be claimed if a path had been walked for a substantial period of time. DMBC had a procedure in place to progress this.

b) Igas – 24 January 2019

Councillor Worthington reported that a rig had been delivered to commence exploratory operations and the Environment Agency were to monitor developments and the HSE would undertake inspections. Misson residents would receive regular newsletters and there had been some complaints regarding traffic and limestone deposits.

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**25) AUTHORISATION OF BANK PAYMENTS****RESOLVED (20)**

That the following payments made are duly authorised:

18/100	Clerk	January Salary/travel	£ 651.73
18/101	Arrow Publications	Consultation leaflets delivery	£ 42.00
18/102	YLCA	Play inspection course	£ 80.00
18/103	DMBC	Emptying dog litter bins - quarter 2	£ 189.17
18/104	DT Security	CCTV upgrade	£1,280.00
18/105	J Worthington	Reflective strips	£ 12.80

**26) ITEMS OF CORRESPONDENCE**

Correspondence denoted on the agenda was duly considered and noted including the latest YLCA White Rose Update, advice on the procedure for making decisions on planning applications between meetings, the date of the next YLCA South Yorkshire Branch meeting and DMBC's refreshed 'Joint Charter'.

**27) DATE AND TIME OF NEXT MEETING**

That in accordance with the agreed schedule the next meeting be held on Wednesday 6 March 2019 commencing immediately after the Annual Parish Meeting which would commence at 6.30 pm.

**28) EXCLUDED FROM PUBLIC AND PRESS  
CLERK'S 2019/20 HOLIDAY ARRANGEMENTS**

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