

CANTLEY WITH BRANTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 1 July 2015 at Kilham Hall commencing at 7.00 p.m.

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

IN ATTENDANCE: J A Staniforth (Clerk to the Council), DMBC Ward Councillor R A Jones, DMBC Officers D Flicker and S Racjan for Item 1 PCSOs T Chappell and K Martin for Item 5.

1) DMBC NEIGHBOURHOOD INFORMATION

Donna Flicker introduced herself and explained that she had been appointed to the role of Stronger Communities Co-ordinator and that Steve Racjan was the Finningley Ward's Stronger Communities Officer working as part of a team of four officers across the area. Details of the core priorities of the team were explained which included the prevention of vulnerable people requiring statutory services, engaging people in activities, befriending, improving employment opportunities and identifying the most vulnerable. It was explained that an amount of £40k of external funding had been used to engage with over 1,000 people to prevent access to residential care and DMBC had been placed first across the country in providing support programmes. Members asked how those in need were identified and it was explained that some were referrals from other agencies but as more knowledge of the local community had been acquired it was possible to identify where support was required. Other work included support for victims of anti social behaviour and supporting families in need however in the Finningley Ward there were less instances of the latter than in many other parts of the Borough. Details of the Cantley Poor's Land Trust was provided to the DMBC Officers. The Stronger Communities Officer explained about the reporting of issues directly to DMBC via the website, 'My Doncaster' mobile telephone application or by ringing 736000.

Members enquired as to whether any information was available regarding a meeting being held about the Black Carr Plantation. The DMBC Officer agreed to seek more information on this and confirmed that visits would still be made to the Kilham Hall coffee morning to discuss issues with residents. New dog stencils would be provided for Poppyfields and at the junction of Kilham Lane and Whiphill Top Lane and a check list would be used when undertaking the weekly visual inspections of the playground equipment.

RESOLVED (1)

That that the DMBC Officers be thanked for their attendance and the information provided.

2) EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED (2)

That in accordance with the Public Bodies (Admissions to Meetings) Act 1960 the press and public be excluded during any discussion of Item 12 due to legal privilege.

3) APOLOGIES FOR ABSENCE

There were no apologies as all members were in attendance.

4) DECLARATIONS OF OTHER DISCLOSABLE INTERESTS AND DISPENSATION FORMS

Declarations of disclosable other interests were made from Councillors M Sidebottom and G Warrender in respect of Item 10.

5) REPORT FROM THE COMMUNITY POLICING TEAM

The PCSO's reported that no crimes or incidents of anti-social behaviour within the parish had been recorded in the month of June which was highly pleasing. Councillor Williams confirmed that an alleged bogus caller reported previously had in fact been an official collector for Yorkshire Wildlife Trust who used social media to advertise where collections were to take place. Another concern reported regarding a sales caller had been part of an official rehabilitation programme.

RESOLVED (3)

That the PCSO's be thanked for attending the meeting and for the information provided.

6) REPORT FROM DMBC WARD COUNCILLORS

Ward Councillor Alan Jones reported that the Police Crime Commissioner had attended a meeting of a Doncaster parish council and was willing to attend other parish council meetings if requested. Members were encouraged to attend the YLCA South Yorkshire branch meeting on 8 July and the YLCA Joint Annual Meeting at Wetherby on Saturday 18 July 2015.

Discussion took place on the timing of the survey to determine the location of the zebra crossing and the impact of the closure of the Children's Centre.

RESOLVED (4)

- a) That the Councillor Jones be thanked for their attendance and the information provided.
- b) That DMBC is asked to carry out the traffic survey in September 2015 and for the date of the survey to be made available at the September meeting of the parish council.

7) MINUTES OF THE MEETINGS HELD ON 3 JUNE 2015

RESOLVED (5)

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

8) 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. No further information had been received regarding the area of land opposite the Rose Garden on Whiphill Top Lane that the parish council had suggested be sold/transferred to the developer of the Branton House Farm site. The relocation of the 'No Through Road' sign on Chapel Lane was still awaited but all other actions had been undertaken or were pending.

RESOLVED (6)

- a) That the information relating to actions undertaken by the Clerk since the last meeting be duly noted.
- b) That the new DMBC Neighbourhood Manager is notified of the request by the parish council to sell or transfer the area of land opposite the Rose Garden to the developer of the Branton House Farm site.

9) ITEMS RAISED BY MEMBERS OF THE PUBLIC

No members of the public were in attendance.

10) KILHAM HALL MANAGEMENT COMMITTEE REPORT/CHARITY ISSUES

Councillor Sidebottom reported that building work which would now include concertina doors or a glass roof would start at the hall on Monday 3 August with a completion date of 14 August 2015 at a cost of £9,043 +vat. The hot water boiler in the kitchen would be replaced with a 'zip tap' and user groups still in session whilst the building work was being carried out would use the local school. A letter had been sent to a private hirer who had booked the hall when the building work was to take place offering to fund any excess costs incurred. A coffee morning had raised £185 towards the cost of radiotherapy equipment at DRI and the coffee morning would be in recess during the six week summer holiday period. The Clerk explained that the Charities Commission had stated that they were unable to register the charity as the Commission was not in receipt of an appropriate Lease or Deed of Variation pertaining to the Trust Deed but these documents were available and had not been supplied as part of the documentation relating to the request to change of the Objects of the Trust Deed.

RESOLVED (7)

- a) That the information be received and duly noted.
- b) That the Clerk arranges for a copy of the Lease and Deed of Variation to be sent (by recorded delivery if posted) to the Charity Commission in order for the Commission to progress the registration of Kilham Hall charity.

11) CONVERSION OF THE CHANGING ROOM BUILDING TO A MEETING ROOM

The Clerk reported that the contractor had confirmed that the building work would commence on Monday 27 July 2015 as the owner of the company wanted to oversee the work himself and he was unable to do this if the work commenced on the 6 July. A deposit of £5k + £1k vat had been paid which was less than the amount originally quoted and 5% would be retained for three months to cover any snagging issues. The next payment was due on 7 August 2015 and the final payment up to 95% of the total cost on 17 August 2015.

The builder had sent samples of lighting and electric radiators as these needed to be decided prior to the work commencing .

A schedule of the timetable for the work had been supplied and it had been confirmed that this included all the work contained within the original quotation.

Discussion took place on how the work would be monitored and that regular visits would be needed to ensure that all the work was in line with the specification.

RESOLVED (8)

- a) That G P Property Maintenance be informed that the light fittings be as recommended, white radiators be fitted and that no additional costs could be incurred without the receipt of written details.
- b) That members arrange to visit the site in conjunction with the Clerk to monitor the building work.

12) EXCLUDED FROM PUBLIC AND PRESS

13) RELOCATION OF BRANTON POST OFFICE

Correspondence from the Post Office outlining a proposal to relocate the Post Office to the new shop units with extended opening hours was considered.

RESOLVED (9)

That the proposal is supported.

14) PROPOSAL TO DONATE AN AREA OF LAND TO THE REAR OF GREENACRES

Discussion took place on the oral offer made by the Plymouth Brethren Christian Church at the March 2015 meeting to donate an area of land to the rear of Greenacres for public use and a proposal was put forward to receive further information in order to consider the matter. A proposal was also put forward to approach the organisation for a donation towards the cost of completing the new meeting room. Councillor Worthington voted against both the proposals.

RESOLVED (10)

That the Plymouth Brethren Christian Church be asked to supply specific details of the land it proposed to donate to the parish council and a request be made for a donation towards the completion of the new meeting room.

15) RECREATION GROUND AND GARDEN ISSUES

a) Correspondence from Doncaster Belles seeking a training ground

Consideration was given to an enquiry from Doncaster Belles Football Club regarding any land or facilities available for training purposes. .

b) Other Matters

The new tubs on Valley Drive required planting and regular strimming in order maintain the appearance of the area.

RESOLVED (11)

a) That Doncaster Belles be informed that the recreation ground could be made available if this was suitable.

b) That the Handyman is asked to plant geraniums in the tubs and to strim around these on a regular basis.

16) INTERNAL AUDIT REPORT

Consideration was given to the report of the internal auditor which contained no serious issues but had identified some incorrect payments and calculations amounting to a few pence, the recording in the minutes of two payments to Arrow Publications excluding the vat and an incorrect payment of £0.21 pence to HMRC which would be paid in the next quarter return. There had also been on only one signatory on the bank statement on some occasions.

RESOLVED (12)

That the report be received and the information duly noted.

17) INSURANCE PREMIUM RENEWAL

The renewal of the insurance policy which was the final year of the three year agreement would cost £1,010.70 and an additional £5.44 if the new fencing at Doncaster Road garden was to be insured for £1,055.

RESOLVED (13)

That the insurance premium be agreed along with the inclusion of the new fencing as quoted.

18) CONTENT AND PUBLICATION OF NEXT QUARTERLY NEWSLETTER

.....Dated:.....:

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

RESOLVED (14)

That information relating to overhanging vegetation at residents' properties, use of the speed gun, completion of the building work, dog fouling, visits of the police and Neighbourhood Officers and advice on the reporting of issues be included in the September Branton and Auckley Arrow publication.

19) PLANNING MATTERS

Councillor Williams withdrew during consideration of application relating to the Yorkshire Wildlife Park.

The following applications were considered:

A site plan relating to access and scale for application 15/00741/OUT (Land at Sandhills Bungalow) considered previously was also considered.

15/00516/FUL YWLP	Erection of an Events Tent (29.42m x 20.84m overall)	No comments
15/01351/FUL 19 Kingsmead Drive	Single storey extension to side of semi-detached house	No Comments

RESOLVED (15)

a) That details of new applications and decisions reached since the last meeting be received and noted.

20) HIGHWAY MATTERS

The following matters were raised:

- Overgrown path by the River Torne adjacent to Willow Farm
- Proposed 20mph speed limit outside Hatchell Wood Primary School
- Maintenance to tree opposite 21 Milton Road

RESOLVED (16)

a) That the correspondence from a resident regarding the overgrown path adjacent to Willow Farm be noted along with the information from members that the Environment Agency had indicated that they would only cut back a certain amount of the vegetation and that there were concerns from the Yorkshire Wildlife Park that dogs not on a leash could chase wildlife.

b) That the proposed 20mph speed limit be supported and the requirement for tree maintenance be reported to DMBC.

21) REVISED TEMPLATE OF RULES FOR RECORDING MEETINGS

The chairman explained that a revised template had been produced as there had been an objection to the inclusion of the word 'must' instead of 'should' in the original template.

RESOLVED (17)

That the revised template be adopted with immediate effect.

22) LISTING OF COMMUNITY ASSETS

Information received from DMBC relating to 'The Community Right to Bid' contained in the Localism Act 2011 which allows communities including parish councils to nominate buildings or land deemed to be an asset of community value to be listed by the local authority was considered.

RESOLVED (18)

That the information be received and noted.

23) YLCA PLAYGROUND INSPECTION TRAINING FOR HANDYMAN

Details of a YLCA training course on playground inspection at a cost of £55 was reported.

RESOLVED (19)

That it be agreed that the Handyman attend the course if willing to do so or if unable that either the Clerk or Councillor Williams attends.

24) WEBSITE ISSUES

The Chairman enquired as to whether all the Members' Register of Interest forms had been updated following completion after the election in May. There were no other issues to report.

RESOLVED (20)

That the Clerk arranges for all members interest forms to be updated in line with the new forms completed after the election on 20 May 2015.

25) REPORTS FROM MEETINGS**a) Airport Noise Monitoring and Environmental Sub-Committee**

Councillor Worthington reported that following complaints regarding training flights these had now ceased until October and arrangements would be made for pilots to fly at specific heights. Details of new routes were outlined.

b) Fracking

Councillor Sidebottom had attended the meeting on 11 June and reported that an application for testing at Misson was to be submitted at the end of June 2015. Issues of concern for the parish related to an increase in heavy goods vehicles travelling along Doncaster Road and a public meeting was to be convened. A second visit to Doe Green to view the site and plant was being arranged.

c) Councillor Skills

Councillor Worthington and Councillor Caygill both reported that the course had been useful and informative focusing on the Code of Conduct, roles and responsibilities of councillors, the chairman and the Clerk along with the disclosing of interests and ethics.

d) DMBC Customer Services and Digital Programme

The Clerk reported that the Council was moving towards a digital programme and asked that issues were reported either online, through the 'My Doncaster' telephone application or by telephone on 73600. A focus group was being set up to receive views on the new digital systems that were being introduced to ensure the effectiveness of the programme.

RESOLVED (21)

That the reports are received and the information noted.

26) PURCHASE OF NEW EXTERNAL HARD DRIVE

RESOLVED (22)

That the purchase of an external hard drive at a cost of £33.33 + vat be agreed.

27) AUTHORISATION OF BANK PAYMENTS

Consideration was given to the schedule of payments for signature.

RESOLVED (23)

That the following payment made be duly authorised:

15/15	Clerk	June salary	£526.05
15/16	Clerk	External Hard Drive	£40.00
15/17	Handyman	New Safety Boots	£46.84
15/18	Internal Auditor	Audit Fee	£62.50
15/19	Glendale	Grass cutting 8 & 22 May	£75.31
15/20	YLCA	Councillor Skills Course	£60.00
15/21	Arrow Publications	June Newsletter	£114.00
15/22	Handyman	1 st Quarter Salary	£797.82
15/23	Handyman	Petrol for Mower	£13.80
15/24	R J Electrics	Disconnection of Klargest Unit	£144.00
15/25	G P Property Ltd	Deposit for Building Work	£6000.00
15/26	St Wilfrid's CE School	Donation for new Signage	£100.00
15/27	HMRC	1 st Quarter Return	£566.82

28) ITEMS OF CORRESPONDENCE

RESOLVED (24)

a) That the items of correspondence denoted on the agenda and additional items of RAY's June newsletter and South Yorkshire Fire and Rescue Service Members Briefing be received and duly noted.

b) That the five yearly review form received from the Valuation Agency be completed with details of the new meeting room facilities.

29) DATE AND TIME OF NEXT MEETING

RESOLVED (25)

That the next meeting be held on Wednesday 2 September 2015 commencing at 7.00 pm .