



Cantley with Branton Parish Council

www.cantleywithbrantonparish.co.uk

Agenda For The Meeting Of The Parish Council To Be Held On Wednesday 5th February 2025 commencing at 6pm.

Prior to the Start of the Formal Meeting up to 30 minutes will be allowed for Public Participation

- 1) Apologies** (1 minute)
 - 1.1 To Receive Apologies for Absence in advance of the meeting.
 - 1.2 To Consider the Approval of the Reasons Given.
- 2) Declarations of Interest** (3 minutes)
 - 2.1 To receive any declarations of interest not already declared under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests.
 - 2.2 Where necessary, to apply for dispensation from the Council's Proper Officer.
 - 2.3 To agree items to which the public and press should be excluded under the Public (admissions to meeting) Act 1960.
- 3) Approval of Minutes** (5 minutes)
 - 3.1 To Approve the Minutes of the Parish Council Meeting held on 8th January 2025 (enclosed).
- 4) Members of the Public** (30 minutes)
 - 4.1 To Consider Items Raised by Members of the Public Present at the meeting for Immediate Action/Future Consideration.
 - 4.2 To Consider Items Raised by Members of the Public to the Clerk/Councillors for Noting/Immediate Action/Future Consideration.
- 5) City of Doncaster Council (CDC) Matters** (5 minutes per item)
 - 5.1 To Receive Updates from CDC Ward Councillors.
 - 5.2 To Receive an Update on the MUGA and Consider and Agree any action needed.
 - 5.2.1 Update on the snagging list.
 - 5.2.2 To Agree on a structured plan that ensures the MUGA operates efficiently, safely, and equitably, catering to the needs of all users while maintaining a sustainable operational model.
 - 5.2.3 To Consider whether any additional equipment needs purchasing.
 - 5.3 To Receive an Update on CCTV cameras.
 - 5.4 To Identify any New Highway Matters for consideration by CDC and/or Other Agencies.
- 6) Clerk's Report and Administration Matters** (2 minutes per item)
 - 6.1 To Note the Clerks Report and actions carried out by the Clerk since the last meeting (enclosed).
 - 6.2 To Consider any Amendments/Updates/Content to the Website and the Facebook site.
 - 6.2.1 To Approve the Parish Precept document for inclusion on the website (enclosed).

7) Kilham Hall/Park/Buildings/Garden Area Matters

(3 minutes per item)

7.1 To Note the cost of the safagrass matts for underneath the pull up bars at a cost of £364 plus VAT.

7.2 Receive and Note Kilham Hall Management Committee's Update Report.

8) Parish Council Matters

8.1 To Approve a date for the internal control exercise to be carried out.

9) Parish Matters

(5 minutes per item)

9.1 To Consider and Approve the content and publication of the quarterly newsletter (enclosed).

10) Financial

(5 minutes per item)

10.1 To Approve Direct Bank Payments (to be circulated).

10.2 To Approve the 3rd Quarter Budget Monitoring Report (enclosed).

10.3 To Approve the 3rd Quarter Bank Reconciliation (enclosed).

10.4 To Note the 3rd Quarter VAT return (enclosed).

10.5 To Note the Bank Statements and for the Council's Internal Auditor's to sign them (to be circulated).

11) Planning Applications

(2 minutes per item)

11.1 To Consider new Planning Applications listed below and any that may arise between Agenda Distribution and the Meeting and Receive an Update on Previous Applications (enclosed).

11.1.1 24/02228/FUL - Home Lea, Doncaster Road, Branton - Erection of two storey rear extension, front porch and double garage following demolition of existing garage

URL:

https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=24/02228/FUL

12) Policies and Procedures

12.1 To Consider and Approve the following:

12.1.1 Approve the amendment to the Generic Risk Assessments (inclusion of the MUGA) (enclosed).

12.2 To Consider and Approve the reviewed policies (available on the website) -

<https://www.cantleywithbrantonparish.co.uk/council/policies>

12.2.1 Annual Leave Policy.

12.2.2 Co-option Policy.

12.2.3 Expenses Policy.

12.2.4 Recruitment and Selection Policy.

12.2.5 Sickness Absence Policy.

12.2.6 Dispensation Policy.

13) Police Matters

(2 minutes)

13.1 To Consider/Note any police issues and reports received.

14) Items of Correspondence

(2 minutes)

14.1 For Consideration, Information and Noting: (previously circulated)

14.1.1 YLCA – White Rose Updates, online training programmes, Law & Governance Bulletin, Training Programme for April to September, CEO Bulletin.

14.1.2 Community First Yorkshire Update - Funding News.

14.1.3 CDC – Roadworks Reports, Funding Opportunities,

- 14.1.4 SLCC – News Bulletin, Civility & Respect Newsletter.
- 14.1.5 NALC - CEO Bulletin, Training.

15) Date of Next Meeting

15.1 To Confirm the Date of the Next Meeting on Wednesday 5th March 2025 starting at 6pm.

16) Employment Matters

(2 minutes per item)

- 16.1 **Excluded from the Public and Press** - To Receive and Approve the Clerk's January Timesheet and Quarter 3 Mileage form (to be circulated).
- 16.2 **Excluded from the Public and Press** – To Receive and Approve the Handyman/Gardener's January Timesheet (to be circulated).