

**MINUTES OF THE MEETING OF EDLINGTON TOWN COUNCIL HELD ON TUESDAY  
12<sup>th</sup> APRIL, 2016 AT 6.30PM IN THE COUNCIL OFFICES, STUBBINS HILL, EDLINGTON**

**Present:** Mayor Georgina Mullis (Chairman) and Councillors Frank Arrowsmith, Don Astbury, Joan Briggs, Bob Johnson, Jim Mourning, Ray Mullis and Maureen Patterson.

**Also in Attendance:** Simon Oldham (Town Clerk), Pat Hagan (DMBC) for agenda item 7.1 and one member of the public.

**2016.46 To receive and consider apologies for absence.**

Councillor Alan Cross.

**2016.47 To consider motions for the variation to the order of business (if any).**

None proposed.

**2016.48 To receive any declarations of interest not already declared under the Council's code of conduct or Members register of disclosable pecuniary interests.**

Councillor Joan Briggs declared an interest in relation to agenda item 9.3 (a) "Consideration of quotes for CCTV installation at the Grainger Centre" and withdrew from the meeting during the consideration of this item.

**2016.49 To identify items for which the press and public may be excluded (if any).**

None proposed.

**2016.50 To confirm the minutes of the meeting held on 8<sup>th</sup> March, 2016 as a true and accurate record.**

**RESOLVED** to approve the minutes as a correct record.

**2016.51 Public Speaking Session – In accordance with Standing Order 3.e, a period not exceeding 15 minutes will be allowed for members of the public to speak & make representations (maximum of 3 minutes for each person).**

A local parishioner addressed the Council on the ongoing nuisance of dog fouling across the village which was a blight on the landscape, was unsightly, disrespectful and an obvious health issue and asked if anything could be done about it. Pat Hagan the DMBC Head of Communities was present and responded advising that enforcement was a matter for the Borough Council's FLAG Team. He expanded by advising that DMBC had recently entered contractual arrangements with a private Company called Kingdom who were tasked with working across the Borough to monitor a variety of issues including parking but also dog fouling and had enforcement powers via the issuing of fixed penalty notices. He undertook to take this matter back to flag up to colleagues to attempt to address the Parishioners concerns. He also drew attention to new powers available in relation to establishing Public Space Protection Orders to prevent acts of anti-social behaviour which could also encompass dog fouling. The Council agreed to schedule this matter as an agenda item for the next meeting to consider further prospective actions that might be taken to address dog fouling as well as the possibility of buying in some extra hours of enforcement resources from Kingdom for deployment locally perhaps a couple of times a week over a couple of months.

In addition, the Parishioner referred to the "Past and Present" debate on social media about things that could be improved in Edlington and was keen to see local action. In response, Members drew attention to the development of a Neighbourhood Plan which was in its infancy but which would also contain a community improvement element.

**2016.52 To receive information on the following ongoing issues and decide further action where necessary.**

(a) Tackling Eyesores in Edlington – update following site meeting 11/4/16 and updated action plan.

**RESOLVED** (1) to note the action plan and the update on progress discussed at yesterday's site visit where a number of items had been progressed since the initial walk round in February; (2) to note that it was hoped that the boarding of the frontage and painting of 2 Main Avenue would be secured in the very near future, that Natural England were expected next week to undertake a protected species survey at Barnburgh House in relation to the alleged occupancy by bats and an update would follow thereafter; (3) that the proposed Developer who had been in contact with the Clerk, be invited to address Members of the Council at a meeting on Thursday 28/4/16 at 10am to outline his proposals in respect of the former Ridings site and (4) Pat Hagan be thanked for his attendance and the efforts that had been put in and progress achieved by fellow DMBC Officers.

(b) Update on Freedom of Information Act request to DMBC for copy of agreement with Emms Transport re ownership/maintenance of parking apron adjacent Miners Garden.

**RESOLVED** to note the reply received to the Freedom of Information Act request for information and copy of the agreement dated 27/8/03; (2) in light of the terms and covenants set out in the agreement which made it clear that the parking restriction signs erected by Emms were not on land transferred by DMBC to Emms, and as a consequence, the Clerk be requested to write to the Director of Environment and Regeneration at DMBC and copied to the Ward Councillors requesting removal of the signs which had no lawful status, within the next 28 days.

(c) Update on discussions with DMBC Grounds Maintenance on potential agreement for use of Porta Cabin at Grainger Centre and with regard to carrying out of requested Winter ground works.

**RESOLVED** to note the update from the Clerk that (1) DMBC were still interested in using the Grainger Centre porta cabin although this required DMBC staff to undertake a risk assessment of it, which had been delayed by their staffing structure implementation and a move to a 7 day a week grounds maintenance service which commenced from 1/4/16 and the Clerk would pursue progress on this and (2) that the previous winter ground work requests had progressed with clearance of the littering around the Spiritualist Church, additional top soil being added to the churned up grass verges across the road from Hill Top School and additional in-fill hedging ordered for the hedge bordering the Group 4 allotment fencing on Edlington Lane.

**2016.53 Planning – To consider any planning application consultations.**

(a) 16/00900/FUL - Erection of two storey extension to side and two storey and single storey extensions to the rear of semi-detached house, 29 Roberts Road, Edlington, Doncaster, DN12 1JG.

**RESOLVED** that no objections be raised regarding the proposed development.

**2016.54 Report of the Clerk – To receive updates and consider matters in respect of:**

(a) Burial ground – Proposed Cemetery Charges from 1/6/16.

**RESOLVED** (1) to approve the following schedule of fees effective from 1/6/16:-

	<b>Proposed Fees 1/6/16 PARISH £</b>	<b>Proposed Fees 1/6/16 NON PARISH £</b>
<b>Burial</b>	<b>850</b>	<b>1850</b>
<b>Re-open</b>	<b>450</b>	<b>900</b>
<b>Child Grave</b>	<b>250</b>	<b>500</b>

<b>Garden of Rest</b>	<b>450</b>	<b>900</b>
<b>2<sup>nd</sup> Internment of Ashes -GR</b>	<b>225</b>	<b>300</b>
<b>3<sup>rd</sup> Internment of Ashes</b>	<b>50</b>	<b>50</b>
<b>Scattering of Ashes (WFG)</b>	<b>35</b>	<b>50</b>
<b>Memorial (headstone)</b>	<b>150</b>	<b>200</b>
<b>Kerb set</b>	<b>125</b>	<b>150</b>
<b>Re-fit</b>	<b>40</b>	<b>50</b>
<b>Vase</b>	<b>15</b>	<b>20</b>
<b>Wooden Cross</b>	<b>35</b>	<b>35</b>
<b>Rose Plaque</b>	<b>10</b>	<b>10</b>
<b>Reservation of Grave Space (10 years)</b>	<b>200</b>	<b>400</b>

(2) A Cemetery Working Group meeting be arranged in early July following the Clerks attendance at the training event on 17/6/16, to commence a wider review over the next few months of Cemetery policies and the charging structures for Parish and non-Parish inhabitants in readiness for the 2017/18 year.

(b) Allotments

**RESOLVED** (1) to note the reporting by the Clerk of the notice issued to a tenant to vacate an allotment garden at Group 4 site in view of the improper keeping of birds which had resulted in notification and evidence provided to the RSPCA and the wilful damage to the garden caused as a result of this notice and to the Allotment Committee's property and (2) in light of this, the other Allotment Secretaries be alerted to this and advised not to let a garden to this individual.

(c) Community Centre – i) Quotes for CCTV Surveillance and replacement LED lighting to Car park column lights.

(Councillor Joan Briggs withdrew from the meeting during the consideration of this item)  
**RESOLVED** to note the quotations obtained and approval be given to accept the quotation from Doncaster Electrical Services Ltd for the installation of CCTV and the LED lighting enhancement to the car park lighting columns.

ii) Proposed Hire of Centre by Edlington Children's Centre.

**RESOLVED** to note the update by the Clerk that the Children's Centre no longer wish to hire the Centre and had secured accommodation elsewhere.

(d) Recreation Ground/Miners Memorial Garden – a) Quotation for enhancement to ECO CCTV system for added camera over the Miners garden.

**RESOLVED** to accept the quotation from PK Electrical and authority be given to proceed with an upgrade to the ECO CCTV system, to be funded by the Town Council.

(e) Neighbourhood Plan Update – i) Minutes of Steering Group meeting 22/3/16.

**RESOLVED** to note the minutes of the inaugural meeting of the Steering Group and the progress and actions being taken to move forward preparation of the Plan.

ii) Summary of Community Consultation Questionnaire Responses.

**RESOLVED** to note the summary analysis of the Clerk to the 57 completed questionnaires and that this had been considered by the Steering Group at its meeting on 22/3/16.

(f) Improvement Projects & Events – i) Remembrance Sunday and Parade preparations.

**RESOLVED** to note that despite enquiries made to source a potential bugler, this had met with no response as had attempts to liaise with the Edlington Royal British Legion and (2) in light of this, arrangements be made for a parade to be undertaken by the Town Council of its

own volition and supporting activities and communication with our usual participants in planning arrangements for the day.

ii) Gala Preparations – 25/6/16.

**RESOLVED** to note that arrangements were in hand, some requests for stalls had already been received and a further meeting of the Working Group was scheduled for mid May.

iii) Final arrangements re Tour de Yorkshire event 30/4/16,

**RESOLVED** to note that arrangements were in hand, Yorkshire flags and wooden poles had been purchased for display above shop premises along Edlington Lane, a portaloo had been ordered for siting within the grounds of St Peter's Church and the Edlington Town Council banner would be displayed at Five Lane Ends. It was also noted as reported by Councillor Joan Briggs that a monitor with live TV coverage had been arranged to display the coverage inside of the Church live as it took place.

(g) Information from DMBC Assets re the forthcoming process for community letting of the Edlington Youth Club.

**RESOLVED** to note (1) that the Youth Centre premises had been due to be advertised for community letting on 11/4/16, although this appeared to have been delayed and that the closing date was expected to be in 8 weeks time and (2) to note the reporting by a Member that the Legacy Church were preparing a business plan/bid and the Clerk be requested to write to them and offer any assistance in support of their bid if the Town Council could assist in any way.

(h) Website and Publicity – to consider potential items for publicity, a) ETC Members photo leaflet insertion in next edition of Focus.

**RESOLVED** not to advertise the Members photo leaflet in the next edition of the Focus magazine in view of the likely cost and publicity be limited to that already done by using the website, noticeboards and other local premises including the Library and ECO Centre.

(l) SYPA – Contributions Certificate re Actuary calculated fund deficit for 2016/17.

**RESOLVED** to note the contribution level for 2016/17.

(j) Approval for Clerk attendance at "Grave matters" Cemetery training in Derbyshire run by Derbyshire Local Council's Association on 17/6/16.

**RESOLVED** that approval be given for the Clerk's attendance at this Cemetery training course.

#### **2016.55 Mayor's Announcements (if any).**

The Mayor announced that (1) Herself and Councillor Joan Briggs as Deputy Mayor would be attending the DMBC Mayor at Home Day on 22/4/16 and (2) that following a request at the Site Visit yesterday, the Clerk had circulated a summary of S106 remaining funds for Edlington. It was questioned whether this was an up to date reflection of remaining balances and the scope on which these funds could be put towards other worthy improvement projects in the village. The Clerk agreed to seek clarification from DMBC and also invite the Ward Councillors to a meeting in the near future to discuss the scope for spend on worthy improvements once the precise remaining balances had been determined.

#### **2016.56 Matters requested by Councillors.**

(a) Potential application for up to £10k grant from Woodland Trust for clearance and woodland planting – land at rear of Group 5 allotment adjacent Martin Wells lake.

**RESOLVED** (1) to note the update from Councillor Frank Arrowsmith that he and the Clerk had met with a representative of the Woodland Trust last week to review the site and the potential for grant funding opportunities to commence clearance of part of the site for recreational use as an amenity for enjoyment by local parishioners. He acknowledged that this would be a long term vision over 10 years or more to secure clearance and development of the site subject to appropriate other funding streams being secured such as Wren

Environmental for potential footpaths but that the long term options were that potentially the site could comprise a recreational area with paths, cycle routes, community orchards, woodland and picnic areas and (2) in light of this, approval be given for the Clerk in conjunction with Councillor Frank Arrowsmith to submit an application for £10k grant funding to commence the clearance of a first phase area of the site adjacent Martin Wells Lake area and community planting scheme which would secure an involvement of support from local conservation volunteers.

(b) Future decisions on Town Improvement.

**RESOLVED** to note the observations expressed by Councillor Bob Johnson that when determining future developments, there was a need to look beyond the immediate implications and assess the longer term vision of what the Town Council wanted to achieve and cited the recent decision relating to a rationalisation of flower beds in the village as an example.

### 2016.57 Financial matters

(a) To note & receive schedule of payments made – March/April 2016.

**RESOLVED** to note the following schedule of additional payments made in March and April;

	£
<b>ADDITIONAL YEAR END</b>	
<b>MARCH PAYMENTS</b>	
1. McK Cleaning - Grainger Centre Window Cleaning	210
2. Staples - Stationery Supplies	92.67
3. B&Q - Paint supplies	215.76
4. Crown Decorating Centre	187.15
5. Total Gas & Power - Electricity Cemetery	202.66
6. HMRC Q4 -PAYE/NI	4611.78
<b>TOTAL</b>	<b>5520.02</b>
2016/17	
<b>PAYMENTS SCHEDULE - APRIL 2016</b>	
1. Wages	7644.07
2. SYPA	2161.5
3. Imprest	400
4. 1&1 Internet Web hosting - March	8.39
5. S.Oldham Mileage claim Jan-March	55.8
6. DMBC - Non domestic rates Edlington Cemetery £786.50 annual (paid monthly)	75.5
7. Farmstar - Rat Poison	63.88
8. DMBC - Quarterly refuse collection Grainger Cen	237
9. DMBC -Quarterly refuse collection Cemetery	237
10. Total Gas & Power - Electricity - Rec	16.85
11. Total Gas & Power - Electricity Grainger Centre	979.94
12. 1&1 Internet Web hosting - April	8.39
<b>TOTAL</b>	<b>11888.32</b>

(b)Town Clerk mileage claim January – March 2016.

**RESOLVED** that approval be given to the Clerks mileage claim for the period January to March 2016.

(c) Budgetary control/bank reconciliation as at 31/3/16.

**RESOLVED** (1) to note the budgetary control report and bank reconciliation for the period ending 31/3/16 and (2) a meeting of the Finance Working Group be organised towards the end of June to enable a review of internal control arrangements and quarter 1 finances/spend and appropriate recommendations to be made to the July Council meeting .

**2016.58 Correspondence/information items.**

**RESOLVED** (1) to note the following items:-

1	DMBC	Cancellation of Civic Mayor's Charity Ball 19/3/16 replaced by Charity Race night on 28/4/16
2	DMBC	Civic Mayor at Home Day 22/4/16 – Invitation for Town Mayor to attend
3	DMBC	Consultation - Doncaster Local Plan Homes and Settlements paper and Sustainability Appraisal of Doncaster's Growth Options (closing date 18/4/16)
4	DMBC	Local Plan Bulletin – March 2016
5	Heartsafe Communities – More Medical Ltd	Rural Community Defibrillators
6	South Yorkshire Fire & Rescue	Section 41 Member briefing March 2016
7	YLCA	Section 137 Expenditure threshold 2016/17
8	YLCA	Smaller Authorities Audit Appointments Ltd - Chairman's briefing No 3
9	YLCA	White Rose Update – March 2016
10	BDO	Notice of the annual review of accounts for year ending 31/3/16
11	Doncaster Ramblers	Lost Ways Project
12	YLCA	SYPC – Dr Allan Billings Time in Office Statement
13	NALC	Bulletin - National & Local Developments
14	Hope Construction	Holme Hall Quarry – Community consultation meetings 6 & 7 April 2016 review of old mineral planning permissions

(2) further consideration be given to the Community Defibrillator communication from More Medical Ltd, at the next meeting.

**2016.59 To notify the Clerk of matters for inclusion on the agenda of the next meeting**

**RESOLVED** that Members notify the Clerk in due course of any requests for matters to be considered at the next meeting.

**2016.60 Date of next meeting – Tuesday 10th May, 2016 Annual Parish Meeting 6pm followed by Council Annual Meeting to follow immediately thereafter**

The meeting closed at 9.16pm.