

**MINUTES OF THE ANNUAL MEETING OF EDLINGTON TOWN COUNCIL HELD ON TUESDAY 10<sup>th</sup> MAY, 2016 AT 6.15PM IN THE COUNCIL OFFICES, STUBBINS HILL, EDLINGTON**

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

**Also in Attendance:** Simon Oldham (Town Clerk), DMBC Ward Councillors Phil Cole, Elsie Butler and three members of the public.

**2016.61 Election of Mayor**

**RESOLVED** that Councillor Joan Briggs be appointed as Mayor for 2016/17.  
(Councillor Joan Briggs in the Chair).

**2016.62 Election of Deputy Mayor**

**RESOLVED** that Councillor Frank Arrowsmith be appointed as Deputy Mayor for 2016/17.  
(Councillors Joan Briggs and Frank Arrowsmith completed their acceptance of office declaration in the presence of the Clerk).

**2016.63 To receive and consider apologies for absence.**

Councillors Don Astbury, Alan Cross and Bob Johnson.

**2016.64 To consider motions for the variation to the order of business (if any).**

None proposed.

**2016.65 To receive any declarations of interest not already declared under the Council's code of conduct or Members register of disclosable pecuniary interests.**

Councillors Georgina and Ray Mullis declared an interest in agenda item 20.3 "Request from Edlington Community Organisation for funding support for their Food Bank Project", in their capacity as trustees of ECO and withdrew from the meeting during the consideration of this item.

**2016.66 To identify items for which the press and public may be excluded (if any).**

None proposed.

**2016.67 To confirm the minutes of the meeting held on 12<sup>th</sup> April, 2016 as a true and accurate record.**

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

**2016.68 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).**

DMBC Ward Councillor Phil Cole updated the Council on the following matters:-

- Grants given to Martinwells Lake re the over 50's Trim Trail and to Hill Top Associates re an access ramp into the community allotment garden
- That he and Cllr Butler had met with a potential developer who was interested in submitting a retail planning application for a development on the former Ridings Care Home site and a safer access via Cross Street was being actively lobbied for
- He allayed rumours about a proposal for Barnburgh House to be used to site immigrants as a detention centre which were untrue. The building was scheduled for demolition and was awaiting the outcome of a recent bat survey conducted by Natural England
- He was delighted to hear that the Town Council were embarking on the preparation of a Neighbourhood Plan for the Town

- He was pleased to see that the open front of the burn't out shop at 2 Main Avenue had finally been boarded up and had created a much improved visual appearance
- There had been a lot of worrying activity recently on the Royal estate culminating in a meeting to be held imminently involving Senior Police Officers and DMBC Officers to address matters. In addition, the CCTV camera on Princes Crescent seemed to have been removed
- There was a proposal for removal of the garages at Thomas Street and for the sale of the land
- He confirmed his understanding that contracts had all been signed and development should start anytime at Thompson/Dixon estate for a rent to buy scheme

**2016.69 To confirm the appointment of Members to Working Groups for 2016/17 and their terms of reference**

**RESOLVED** to confirm the terms of reference presented and to confirm the following appointments:-

**Neighbourhood Plan Steering Group** – to make recommendations to the Council on the preparation, scope/content and consultation arrangements on a Neighbourhood Plan for Edlington

Members - Cllrs Georgina Mullis and Bob Johnson

**Gala** - to make recommendations to the Council on preparations for the annual gala and activities/groups/organisations to be engaged

Members - Cllrs Maureen Patterson and Jim Mourning

**Finance** - to make recommendations to the Council on all matters relating to Council finance, audit and internal control

Members - Cllrs Bob Johnson and Ray Mullis

**Allotments** - to make recommendations to the Council on all matters relating to the management of the Councils allotment sites

Members - Cllrs Maureen Patterson, Joan Briggs, Jim Mourning and Alan Cross

**Cemetery** - to make recommendations to the Council on all matters relating to the management of the Cemetery

Members - Cllrs Maureen Patterson, Joan Briggs and Frank Arrowsmith

**Activities** - to make recommendations to the Council on preparations relating to Council activities including Remembrance Sunday, Armistice Day, Christmas Party, Christmas Carol Concert or other ad hoc events arranged from time to time

Members - Cllrs Georgina Mullis, Frank Arrowsmith, Maureen Patterson and Don Astbury

**2016.70 Review and adoption of Council Standing Orders for 2016/17**

**RESOLVED** to adopt the model Standing Orders as recommended.

**2016.71 Review and adoption of Council Financial Regulations for 2016/17**

**RESOLVED** to adopt the model Financial Regulations as recommended.

**2016.72 To confirm appointments to Outside Bodies for 2016/17**

**RESOLVED** to confirm the following appointments:-

**DMBC Parish Council's Joint Consultative Committee** – Cllr Joan Briggs

**Hope Construction- Holme Hall Quarry Community Liaison Meeting** – Cllr Joan Briggs

**YLCA – South Yorkshire Branch Meeting** – Cllrs Bob Johnson and Maureen Patterson

**DMBC Public Rights of Way** – Councillor Georgina Mullis

**2016.73 To confirm a schedule of Town Council meetings during 2016/17**

**RESOLVED** to confirm the following schedule of meetings during 2016/17:-

second Tuesday in each month at 6.30pm:- 14th June, 12th July, 9th August, 13th September, 11th October, 8th November, 13th December, 2017 – 10th January, 14th February, 14th March, 11th April & 9th May (annual meeting).

**2016.74 To receive information on the following ongoing issues and decide further action where necessary.**

(a) Update on request to DMBC for removal of parking signs adjacent Miners Memorial Garden

**RESOLVED** to note the reply from the Director of Development and Regeneration at DMBC confirming that they would be writing to Emms Transport requesting the removal of the parking signs/notices as they had no lawful basis of erection.

(b) Update on discussions with DMBC Grounds Maintenance on potential agreement for use of Porta Cabin at Grainger Centre

**RESOLVED** to note the e-mail confirmation from DMBC Grounds Maintenance Team that they were still interested in reaching agreement to house a 4 man Grounds team in the porta cabin although this had been delayed due to completion of the recent Service restructure and would be kick started shortly with the new Area Supervisor contacting the Clerk to progress matters

(c) To consider the scope for actions in tackling Dog fouling in Edlington

**RESOLVED** to note the e-mail confirmation of the likely cost in buying in some enforcement Officer time from Kingdom to monitor dog fouling by two Officers over a couple of days locally, although this matter be not pursued at this stage.

**2016.75 Planning – To consider any planning application consultations.**

(a) **16/00867/FUL - Change of use of existing paddock with 5 touring pitches to a maximum 10 pitch touring caravan site including amenity block (11.5m x 6.5m) (without compliance with condition 5 of planning application 11/03438/FUL, granted on 13.02.2012 - increase in numbers of caravans using the site), Sunnyview Park, Grange Lane, Edlington, Doncaster**

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

(b) **16/01077/COU - Change of use of land from open space to domestic curtilage (Retrospective), 2 Ashcroft Close, Edlington, Doncaster, DN12 1QN**

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

(c) **16/01181/FUL - Erection of ground floor extension to rear of semi-detached house, 67 Hillside Drive, Edlington, Doncaster, DN12 1PN**

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

**2016.76 Report of the Clerk – To receive updates and consider matters in respect of:**

(a) Burial ground

**RESOLVED** that the letter of application for a small book garden of rest memorial to replace an existing flat memorial, be refused not being in accordance with the Council's existing policy, but the applicant be advised that the Cemetery Working Group was to undertake a review of a raft of Council policies over the course of the next twelve months and the request may be reconsidered after that time in the event of the policy being revised.

(b) Allotments – i) Hill Top Group 4 Allotment update from Robert Reid

**RESOLVED** to note the e-mail response from Mr Reid following the Clerk's visit to the community allotment garden on Group 4 site and the explanation of the activities that were taking place and with regard to the invitation for all Members to attend the official opening, scheduled for 18/6/16

ii) Woodland Trust funding bid submission

**RESOLVED** to note the application prepared by the Clerk in consultation with Councillor Frank Arrowsmith for up to £10k Community Woodland grant from the Woodland Trust which if successful, would be used for clearance of part of the Group 5 allotment site as phase 1 of a long term plan to bring the disused allotment in to a recreational amenity

iii) YLCA advice re application for appropriation/change of use of statutory allotment land  
**RESOLVED** to note the advice from YLCA of the requirements in needing to apply to the Secretary of State for Communities and Local Government for appropriation of this disused statutory allotment land for alternative recreational amenity use and the Clerk be authorised to submit the relevant application.

iv) Allotment Competition Summer 2016

**RESOLVED** that the allotment competition be held once again this Summer to identify the best kept and most improved allotment garden at each respective allotment site and the “best kept” category to be judged by Members of the Council at the same time as conducting the annual allotment inspection on Tuesday 26/7/16.

v) Parishioner representation re poisoned cats on Group 5 allotment

**RESOLVED** to note the letter received from a local parishioner alleging the poisoning by antifreeze of two of his cats at the Group 5 site and the Clerk be requested to respond advising that he had spoken with the Allotment Secretary who had promised to raise this at his Committee meeting and to place notices up on the site warning allotment holders about any such future activity and the consequences of such action which would result in termination of the tenancy.

(c) Community Centre

**RESOLVED** to note the reporting by the Clerk that the new notice board/Town Council sign had been delivered yesterday and would be erected very shortly by Council staff.

(d) Recreation Ground/Miners Memorial Garden.

**RESOLVED** to note that two trees recently damaged by vandalism at the Miners garden were to be replaced and funded privately via the Heritage Group.

(e) Neighbourhood Plan Update – i) Steering Group meeting 9/5/16

**RESOLVED** to note the feedback on the Steering meeting held yesterday and the progress being made in identifying and scoping the visioning of the plan and a consultation strategy.

ii) Grant Award from Locality in support of our Plan preparations

**RESOLVED** to note that the award from Locality had been reduced to £2450 from £4800 given that the Principal Authority had yet to approve the formal Neighbourhood area designation although once approved, this would not restrict an application for further funding in due course. The formal statutory notice by DMBC had now been placed and this was expected to gain approval after approximately 4 weeks.

(f) Improvement Projects & Events – i) Gala Preparations– 25/6/16

**RESOLVED** to note that preparations were progressing and events/those participating would include, pony rides, Archery, Dance Groups, Ropes boxing ring, Taekwando, Legacy Church Stalls/Display and the Fun Fair. The next Working Group meeting would be held on 17<sup>th</sup> May.

ii) Preparations for Commemorative Service, 100th Anniversary of the Somme 1/7/15

**RESOLVED** that the service to be conducted by Fr Edmonds commence at 11am with participants to arrive at the Cenotaph for 10.45am and that Councillor Maureen Patterson had agreed to place publicity surrounding the arrangements in the June edition of the Focus.

(g) A-ON Annual Insurance policy renewal.

**RESOLVED** to accept the renewal schedule and premium on the terms set out.

### **2016.77 Mayor’s Announcements (if any).**

The Mayor announced that she would be away on holiday from 16<sup>th</sup> May, returning on 8<sup>th</sup> June and that the Clerk would now be away on leave, returning on 31<sup>st</sup> May and would attend to any Town Council business on his return.

### **2016.78 Matters requested by Councillors.**

None.

### 2016.79 Financial matters

(a) To note & receive schedule of payments made – May 2016

**RESOLVED** to note the following payments made:-

1. Wages					7851.07
2. SYPA					2,161.50
3. Imprest					200.00
4. 1&1 Internet web hosting - May					8.39
5. UK Safety Management PAT Testing Grainger C					60.00
6. UK Safety Management PAT Testing Cemetery					60.00
7. UK Safety Management PAT Testing Rec					60.00
8. Yorkshire Water - Cemetery					10.38
9. Yorkshire Purchasing Org - Cleaning Materials					12.00
10. Pyramid Marquees - Portaloo hire Tour de Yorks					75.00
11. Pitchcare - New charger for line marker					17.46
12. Pitchcare - cleaning fluid for line marker					95.88
13. Paul Broadhurst - plumbing works Grainger Centre					100.00
14. Farmstar Ltd - Kubota 1 service					294.38
15. Farmstar Ltd - Kubota 2 service					257.73
16. Farmstar Ltd - Digger service					530.69
17. Derbys Assoc Local Councils - Cemeteries Training					120.00
18. BT Phone&Broadband - March					54.50
19. BT Phone&Broadband - April					54.00
20. a-on Insurance Renewal					2,164.17
21. Mayor's Annual Allowance					500.00
22. Total Gas & Power - Gas Grainger Centre					772.71
23. Janice Hepworth - Year end internal audit 2015/16					195.00
24. Farmstar Ltd - Rat Poison					35.40
25. British Gas - Service Maintenance Contract Grainger C.					546.09
26. Sign of The Times - New noticeboard					2,281.02
27. ICU2 - Annual service of alarms					229.20

(b) Budgetary control/bank reconciliation as at 30/4/16

**RESOLVED** to note the budgetary control report and bank reconciliation for the period ending 30/4/16.

(c) Edlington Community Organisation Food Bank Project- Funding Request

Councillors Georgina and Ray Mullis withdrew from the meeting during the determination of the resolution for this item.

**RESOLVED** that (1) the request for funding from the Town Council be referred back pending ECO providing greater transparency of wider membership of the organisation and not restricting entitlement to certain groups or individuals wishing to join, especially given the Town Council need to be transparent about the distribution of public funds to worthy local groups/organisations and secondly with regard to providing clarity on the criteria it uses to allocate food to local individuals and (2) approval be given to ECOI's request to be able to use the Miners garden on 16<sup>th</sup> June in respect of its fund raising event in support of the Queen's 90<sup>th</sup> Birthday celebration.

**2016.80 Correspondence/information items.****RESOLVED** (1) to note the following items:-

1	Ward Cllr P. Cole	1-20 Thomas Street Garages, Edlington
2	Government Response	Local Council's Petition re Planning Appeals
3	Holme Hall Quarry	Community Liaison Meeting 14/3/16 - Minutes
4	Parishioner Letter	Re development of former allotment land adjacent Auburn Road Allotments
5	DMBC	Parish Council's Joint Consultative Committee 16/3/16 - Minutes
6	YLCA	White Rose Update - April
7	DMBC	Local Offer Youth Workshop 17/5/16
8	YLCA	South Yorkshire Branch Meeting 22/6/16

(2) in respect of item (3) the Clerk be requested to write to Holme Hall Quarry proposing the Town Council's nomination of the Mayor, Councillor Joan Briggs to formally open the Gin Race and plaque to be erected in the Museum classroom in York, when the matter of who is to be chosen to launch its opening was selected at the next meeting of the Liaison Committee on 13<sup>th</sup> June.

**2016.81 To notify the Clerk of matters for inclusion on the agenda of the next meeting****RESOLVED** that the following matters be included on the agenda for consideration at the next meeting on 14<sup>th</sup> June:-

- (1) A potential litter pick event being arranged in Edlington with the award of a suitable prize and (2) Potential application to DMBC to lease an area of land behind ECO as a parking space provision for local parishioners attending events at the Centre.

**2016.82 Date of next meeting – Tuesday 14<sup>th</sup> June, 2016 at 6.30pm.**

The meeting closed at 8.13pm.