

**MINUTES OF THE MEETING OF EDLINGTON TOWN COUNCIL HELD ON TUESDAY 11<sup>th</sup> OCTOBER, 2016 AT 6.30PM IN THE COUNCIL OFFICES, STUBBINS HILL, EDLINGTON**

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

**Also in Attendance:** Simon Oldham (Town Clerk) and Rob Reid for agenda item 9.7(a). No members of the public present.

**2016.147 To receive and consider apologies for absence.**

None.

**2016.148 To consider motions for the variation to the order of business (if any).**

**RESOLVED** to bring forward agenda item 9.7(a) to be taken immediately after the "Public Speaking" agenda item.

**2016.149 To receive any declarations of interest not already declared under the Council's code of conduct or Members register of disclosable pecuniary interests.**

There were no declarations.

**2016.150 To identify items for which the press and public may be excluded (if any).**

None proposed.

**2016.151 To confirm the minutes of the meeting held on 13<sup>th</sup> September, 2016 as a true and accurate record.**

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

**2016.152 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).**

No members of the public present.

**2016.153 Arrangements for Remembrance Sunday and Armistice Day.**

Rob Reid was in attendance and spoke to the Town Council seeking support for additional arrangements for Remembrance Sunday that he had been working up in consultation with Edlington Youth Direction regarding the involvement of a range of Youth Cadets.

**RESOLVED** that (1) support be given to the following measures put forward by Rob Reid for the day:-

- The provision of the Chesterfield Chevrons marching band that had been sourced for this year and the Town Council to fund their fee in the sum of £500. It was noted that another band was available next year and over the following 5 years free of charge
- for the Town Mayor to carry out a post event inspection of the best dressed Cadet group and best dressed Cadet and two shields be purchased up to the value of £50 each to award to the successful Cadet/Cadet group and for this be conducted as an annual award
- The Cadets to march down to join the Town Council parade at the Royal British Legion car park, ready to leave by 10.30am for arrival at the Cenotaph for 10.40am
- A final pre-event preparation meeting be held a week in advance of Remembrance Sunday involving Rob Reid, Fr. Edmonds, Councillor Don Astbury and the Town Clerk to review all arrangements for the day including marshalling of the parade.

(2) the usual arrangements involving the local Schools be made in preparation for commemorating Armistice Day.

**2016.154 To receive information on the following ongoing issues and decide further action where necessary.**

(a) Update on site meeting with statutory agencies re Staveley Street/Victoria Avenue held on 5/10/16 to develop an action plan to address criminal activity, fly-tipping and ASB.

**RESOLVED** (1) to note the site visit held on 5/10/16 with DMBC Officers present as well as Inspector Dave Jones (South Yorkshire Police), the Fire Brigade and the walk round of the Royal Estate to identify areas of concern and (2) to note that DMBC Officers had undertaken to go way and consider what remedial measures might be taken to address the issues viewed and that a further follow up meeting would be held in roughly one month's time.

(b) Update on request to DMBC Highway safety for site meeting re safety issues outside Asda, Edlington Lane.

**RESOLVED** to note the responses received from DMBC Highways Team and the Environmental Enforcement Officer which were less than satisfactory in addressing the Town Council's concerns and in light of this, these comments be drawn to the attention of the Edlington Ward Councillors.

**2016.155 Planning – To consider any planning application consultations.**

(a) Reconsideration of 16/02035/FULM - Erection of 387 dwellings (comprising of 271 private sale units and 116 affordable units) including means of access, parking and associated landscaping (Without compliance with condition 22 of planning application 11/02679/FULM granted on 06/02/2012 (Alterations to the layout of the scheme resulting in revisions to a number of the approved drawings), Land North of Stubbins Hill, Edlington, Doncaster, following information supplied by Planning Case Officer.

**RESOLVED** that no objections be raised regarding the variation to this original planning consent.

**2016.156 Report of the Clerk – To receive updates and consider matters in respect of:**

(a) BDO – completion of annual audit of the Town Council's accounts for 2015/16 and statutory notice publicity.

**RESOLVED** to note and accept the completion of the audit of the Town Council's accounts for the year ending 31/3/16 carried out by BDO which had not raised any issues of concern and that the statutory notice of conclusion of the audit had been publicised as required in the Town Council notice board and on the website.

(b) Burial Ground i) To consider the recommendations of the Cemetery Working Group 12/9/16  
ii) Cemetery Staffing Work Plan & recommendations from Working Group 29/9/16

**RESOLVED** that (1) support be given to the Cemetery Working Groups recommendation to square off the parking area outside the Mortuary building and the creation of a formal car park area by seeking quotes for tarmacking, for further consideration by the Council; in support of this, approval be given to the widening of the access area in to the Cemetery off Edlington Lane. The Working Groups further recommendation to enclose/tidy up the visual appearance of the grass heap spoil, be supported; (2) the Working Groups recommendation to reverse the policy of no kerb sets being permitted in the new part of the Cemetery, be not supported as this had been the subject of extensive debate in the recent past and the desire for the new section to be a lawn cemetery and (3) to note the Cemetery staff work plan/schedule presented and approval be given for the 2 temporary posts to be made permanent when their existing 12 month extensions expire on 31/1/17 and 30/4/17 respectively, resulting in a permanent staffing establishment of 5 full time staff, capable of performing the full range of existing and proposed duties set out in the work schedule presented, which would involve the delivery of some new areas of activity as set out.

(c) Allotments – i) Minutes of the Allotments Working Group 12/9/16 ii) Minutes of the Auburn Road Community Woodland Steering Group meeting 19/9/16 iii) Woodland Support Grant £10k finalised bid submission.

**RESOLVED** to note (1) the minutes of the Allotment Working Group held on 12/9/16; (2) the minutes of the inaugural meeting of the Auburn Road Community Woodland Steering Group held on 19/9/16 and (3) the submission of the Woodland Trust Support Grant application by the 3/10/16 deadline. In addition, a sum of £5000 from the Capital Projects budget head be earmarked should the Woodland grant bid be unsuccessful, to make a start on the project and clearance of the site.

(d) Community Centre – completion of added CCTV surveillance cameras.

**RESOLVED** to note that an additional 2 surveillance cameras had now been installed as an add on to the existing CCTV system at the Grainger Centre.

(e) Recreation Ground/Miners Memorial Garden – i) notes of a meeting held with residents on closure of the play area and to consider next steps re potential CCTV surveillance & improved lighting.

**RESOLVED** that (1) the notes of the outcome of the meeting held with local residents be noted; (2) the Town Clerk be asked to approach DMBC Community Safety team to enquire about the prospect of CCTV camera installation at the Recreation Ground play area linked to the Control Centre and (3) the Clerk meet on site with Sovereign Play Grounds for advice and a quote on what practical measures might be put in place to bring the play area back in to use at the earliest opportunity.

ii) Update on availability of Recreation football pitch for 2016/17 season, following publicity.

**RESOLVED** to note that there had been no further interest/takers for use of the recreation pitch and in light of this, the Groundsperson be stood down until such time as there was demand to utilise the facility.

(e) Neighbourhood Plan Update – Outline first draft of the Neighbourhood Plan & to determine a list of prime community assets for inclusion in the Plan.

**RESOLVED** to note and support the first draft of the Neighbourhood Plan and that an updated version would be brought back to the next meeting on 8/11/16; (2) that the provisional timescale for preparation of the Plan was still on track and it was hoped that the statutory 6 week consultation period on a draft Plan could be undertaken following the 8/11/16 Town Council meeting, to run to the end of the year and (3) that the following be identified as “Prime Community Assets” for inclusion in the Plan:-

St Peter's Church

St John's Church

Methodist Church

Youth Club (1928 Mining Technical College and allegedly the first community centre in the UK)

The Grainger Centre

Hill Top Centre

Edlington Community Organisation/ Yorkshire Main Community Centre/Ciswell premises on Edlington Lane

Yorkshire Main Sports Ground

Edlington recreation ground

The 4 Town Council allotment site & the adjoining dis-used allotment (Country Park proposed area)

The Dovecote in Old Edlington (Back Lane)

Cenotaph garden

Cemetery

Swallowdale complex

Martinwells Centre

Martinwells Lake

Manor Farm House (Grade II listed)

(f) Improvement Projects & Events – i) Gala.

**RESOLVED** that this be held as usual on the last Saturday in June (24/6/17) and a meeting of the Gala Working Group be provisionally scheduled for 31/10/16 to commence preparations and to determine a lead contact person in coordinating preparations.

ii) Councillor feedback on meeting between Edlington RBL and Leeds Regional representatives on Sunday 25/9/16.

**RESOLVED** to note the feedback from the meeting that the Edlington Branch of the Royal British Legion had been wound up with immediate effect, but to note that the Club was a separate entity and would remain in existence.

iii) To consider a donation to the Poppy Appeal.

**RESOLVED** that approval be given to a donation in the sum of £150.

iv) Christmas Senior Citizen's Party/Dinner - revised date Thursday 15/12/16.

**RESOLVED** to note the revised date for the Christmas party and that publicity had been given in the In-Focus magazine, on the website and in the notice boards with the tickets (maximum of 60 priced at £2) being made available on 24/11/16 from 9.30am.

v) Christmas Carol Concert – Tuesday 20/12/16 and request to Maltby Salvation Army for supply of a band.

**RESOLVED** to note the revised date for the Carol concert and that in view of the Maltby Salvation Army band being unavailable, that the Warmsworth Scouts be approached to see if they could support the event.

vi) Provision for this year's Christmas Trees & lights.

**RESOLVED** that arrangements be made on similar lines to last year's event with 50 Christmas trees being sourced via Pleveys if the price remained competitive. To note that the current volume and display of Christmas lights was sufficient.

#### **2016.157 Mayor's Announcements (if any).**

The Mayor announced that she would be away on holiday from this coming Friday for approximately 3 weeks.

#### **2016.158 Matters requested by Councillors.**

i) Discussion on proposal for Administrative support to the Clerk or an apprentice.

**RESOLVED** to note the views expressed by the Clerk advising that he viewed an admin apprentice as unnecessary at the present time based on work volumes and therefore this matter be re-considered again in February/March 2017 with a provisional sum set aside as part of the budgetary preparations whilst considering the setting of next year's precept.

ii) Former Edlington Depot – Auction 6/12/16.

**RESOLVED** to note the provisional guide price as set out in the Auctioneers brochure in the sum of £150000 which was prohibitive for the Town Council in bidding at the auction, likely to be held on 6/12/16.

#### **2016.159 Financial matters**

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

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

1. Wages				various	7,513.08
2. SYPA				34953285	2,528.14
3. Imprest					300.00
4. 1&1 website hosting Oct					11.99
5. Shaw & Sons - register of memorials				34836362	192.00
6. Shaw & Sons - Ecl ROB & register of graves books				34836411	345.88
7. A-on - Mowers annual insurance				34786193	302.22
8. Yourlocale - N.Plan Consultant Fees				34786495	2,040.00
9. Farmstar - Rat Bait				34837503	63.88
10. HMRC -Q2 PAYE/NI				34840339	5,142.59
11. Adler - pens				34897198	551.39
12. BDO - Audit fee				34953460	480.00
13. BT Phone&broadband					55.66
14. Farmstar Ltd - repair to steering fault on mower 1				34953535	238.26
15. Farmstar Ltd - repair wiring fault on mower 2				34953604	160.19
16. Clerk Mileage claim July-Sept					40.95
17. YPO - Refuse sacks				35143530	48.00
18. DMBC - Refuse collection Grainger Centre				35143590	237.00
19. DMBC - Refuse collection Cemetery				35143666	237.00
20. Total Gas&Power - Elec Grainger Centre					443.21
21. Total Gas&Power - Elec Rec					16.00

(b) Budgetary control/bank reconciliation as at 30/9/16.

**RESOLVED** to note the budgetary control report and bank reconciliation for the period ending 30/9/16.

**2016.160 Correspondence/information items.**

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

1	Joint Rural Parishes Forum	Communication re HS2 re-routing
2	South Yorkshire Fire Authority	S41 Member briefing – September 2016
3	YLCA	Annual Conference 28-30 October
4	YLCA	White Rose update – September 2016
5	DMBC	School & Nursery Admission Poster 2017

(2) to note an urgent item of correspondence received from the Edlington Amateur Swimming Club in view of their annual championships taking place this week and next and in relation to their request for financial support, a sum of £150 be awarded.

**2016.161 To notify the Clerk of matters for inclusion on the agenda of the next meeting**

**RESOLVED** that the following item be scheduled for consideration:-

- (1) Prospect of development on the former Thompson/Dixon estate and a progress update.

**2016.162 Date of next meeting – Tuesday 8<sup>th</sup> November, 2016 at 6.30pm.**

The meeting closed at 9.10pm.