

MINUTES OF THE MEETING OF EDLINGTON TOWN COUNCIL HELD ON TUESDAY 13th DECEMBER, 2016 AT 6.30PM IN THE COUNCIL OFFICES, STUBBINS HILL, EDLINGTON

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

Also in Attendance: Simon Oldham (Town Clerk). Three members of the public present.

2016.179 To receive and consider apologies for absence.

Councillors Frank Arrowsmith and Bob Johnson

2016.180 To consider motions for the variation to the order of business (if any).

RESOLVED to bring forward correspondence item 13(4) "Parking issues – Queens Park, Edlington" to be dealt with immediately following the "Public Speaking" agenda item.

2016.181 To receive any declarations of interest not already declared under the Council's code of conduct or Members register of disclosable pecuniary interests.

Councillor Jim Mourning declared an interest in relation to agenda item 9.2 "Allotments" and withdrew from the meeting during the consideration of item 9.2(d) "correspondence from Group 5 representatives regarding a dispute under investigation by the Allotment Committee". Councillor Joan Briggs declared an interest in relation to item 12.2 "schedule of payments December 2016", specifically in relation to the payment to Doncaster Electrical Services for the provision of CCTV at the Grainger Centre.

2016.182 To identify items for which the press and public may be excluded (if any).

None proposed.

2016.183 To confirm the minutes of the meeting held on 8th November, 2016 as a true and accurate record.

RESOLVED to approve the minutes as a correct record.

2016.184 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 spoke in relation to agenda item 13(4) and indicated that she was a resident at Queens Park, a cul-de-sac at the top of Staveley Street behind the church and was having issues with other residents parking their cars side by side and leaving only enough room for another car to get in between them which made it very tight.

She wondered if letters could be sent out to all residents asking to be more considerate to other residents, when parking their cars, wanting to get in or out at the backend of the cul-de-sac and the importance of leaving enough room in-case an emergency vehicle wanted to get past, such as a Fire Engine or an Ambulance, because the majority of the time neither would be able to get through and every second counted if an emergency was to happen.

Two parishioners expressed their dissatisfaction following the approval of the Home Bargains planning application on the former Ridings site which was adjacent to their properties and asked why the Town Council had not objected as it had said it would to the proposed building being so close (within a metre) of one of the parishioners dwelling. In addition, he also claimed that the planning approval had been granted on a blatant lie, as the turning point for delivery vehicles accessing the rear of the site on Broomhouse Lane was insufficient, there only being 35 metres between his and the property at the other side of the access point.

In response, the Clerk advised that following previous representations made by the parishioner at a Town Council meeting at which the Council had supported his assertions, the Town Council had replied to the Planning Authority advising that it supported his request that the perimeter of the building should be not so close to his property and the plans revised so as not to have such a detrimental effect. In addition, the Town Council's e-mail to this effect was available to view on the Planning web portal.

2016.185 Parishioner E-mail - Parking issues behind the Church at Queens Park.

RESOLVED that in relation to the representations made by the parishioner, the Clerk be requested to make representations to the Highways Authority in this regard in support of the comments that she had put forward.

2016.186 To receive information on the following ongoing issues and decide further action where necessary.

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

RESOLVED to note the reporting by the Town Clerk having chased DMBC Officers for a proposed date for a meeting to review the proposed action plan, that this was provisionally scheduled for 2pm on either Monday 16th or Wednesday 18th January, 2017 and it was hoped to be able to confirm the agreed date with the next 48 hours.

(b) Prospect of enhanced CCTV on Royal Estate

RESOLVED that approval be given following discussions with Inspector Jones to fund up to four CCTV camera relocation installations at the indicated sum of £300 each, on the Royal estate.

(c) St Leger Homes disposal of land at rear of Edlington Community Organisation to the Town Council – Conveyancing arrangements

RESOLVED that approval be given to proceed with the conveyance based on the quotation received from Cowlings and the Town Mayor and the Clerk be authorised as signatories on behalf of the Town Council to complete this conveyance transfer.

(d) Representations to DMBC re former Thompson/Dixon estate development plans

RESOLVED to note the response from DMBC Cabinet Member Jane Nightingale, portfolio holder for Housing.

(e) Litter bin provision – request to DMBC

RESOLVED to note the response from DMBC Streetscene Operations Manager (South) and the actions being taken to review/audit and place out additional litter bins in Edlington.

2016.187 Planning – To consider any planning application consultations.

16/02795/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 – to allow for an increase in touring caravans allowed to use the site to a maximum of 20 (without compliance with conditions 2 - 3 of planning application 16/00867/FUL, granted on 02.02.2016 - in accordance with plans and specifications, max number of caravans and occupancy (28 days) to include siting of a warden's caravan, Sunnyview Park, Grange Lane, Alverley, Doncaster

RESOLVED that no objections be raised regarding this proposed development.

2016.188 Report of the Clerk – To receive updates and consider matters in respect of:

(a) Burial ground – i) To consider the Minutes and recommendations of the Cemetery Working Group 21/11/16

RESOLVED that approval be given to adopt the proposed Burial Ground Regulations and draft Memorials/Permit Sizes Policy.

(b) To consider the recommendations of the Cemetery Staffing Review Working Group 28/11/16

RESOLVED that the following recommendations of the Cemetery Staffing Review Working Group be approved:-

(1) the proposed pay scale and spinal points presented for the staffing establishment of 5 full-time staff be approved, subject to the Cemetery and Grounds Maintenance Supervisor being entitled to claim for mileage on a quarterly basis at HMRC rates for use of his vehicle on Town Council business; (2) the revised job descriptions be approved subject to minor adjustments primarily to job titles and requirements for the undertaking of annual appraisals and reviews to be conducted; (3) that one month staff consultation be undertaken with a view to staff affected being invited to submit any comments on the proposed pay structure and revised job descriptions so far as it affects their employment, to be fed back to enable final determination at the next Town Council meeting on 10th January, 2017 and incorporation in to the budget and precept setting calculations, to be determined at that meeting and (4) following final determination by the Town Council, the revised proposals be implemented with effect from 1st February, 2017.

(c) Allotments – i) To consider the Minutes and recommendations of the Allotment Working Group 21/11/16

RESOLVED that the following recommendations of the Allotment Working Group, be approved:-

(1) the updated Enforcement procedure be approved which incorporates full delegated authority for each Allotment Association to be able to enforce effective management of their site (including collecting rents due to ETC, managing waiting lists/advising new tenants, issuing warning letters for non-cultivation of a plot/monitoring compliance and ultimately issuing a notice to quit where this has not been adequately remedied), whilst noting that ETC as the Allotment Authority in addition have the power to act ; (2) the existing supplementary Allotment rules be approved as still current and valid and each Allotment Secretary be asked to ensure that each plot holder re-signs the form to acknowledge that they understand the rules and the enforcement procedure and the consequences should these be breached and that a copy is supplied to the Town Clerk together with an updated membership list of all plots let on their site, by 28th February, 2017; (3) Each Allotment Association be urged to sign and accept the updated devolved powers and their ability to act proactively to ensure the effective management of their site; (4) those Allotment Associations that accept and sign up to the devolved agreement, will subject to these responsibilities being carried out effectively throughout 2017/18, receive a refund of 50% of their sites plot rental fees re-imbursed to them as a reduction of their fees due in 2018/19, for its own use to enhance their site and (5) the Town Clerk to invite all Allotment Secretaries to an evening meeting during January/February 2017 to explain the above proposals and to offer support/advice going forward to enable each Association to be more self-sufficient to proactively take responsibility for the effective management and upkeep of their site.

ii) Update following DMBC Animal Welfare Officer investigation re dead animals found at Group 2 site

RESOLVED to note the report of the Animal Welfare Officer who was unable to bring a prosecution against the plot holder under the legislation and therefore, when writing to Allotment Secretaries, the Clerk be asked to remind all Secretaries that under no circumstances should the named plot holder be offered a plot at any Allotment site in Edlington in light of the dead animals which had been left as he had vacated the plot.

iii) Update on success of Woodland Trust Support Grant bid and Minutes of the Auburn Road Community Woodland Steering Group 28/11/16

RESOLVED to note the success of the bid for Woodland Support Grant and the minutes of the Community Woodland Steering Group meeting on 28/11/16 and plans on how development and clearance of the site were to be progressed.

iv) correspondence from Group 5 representatives regarding a dispute under investigation by the Allotment Committee

RESOLVED to note the reporting by the Clerk that the Group 5 Allotment Secretary had confirmed that this dispute between 2 of their plot holders had now been resolved by their Committee to the satisfaction of all parties.

(d) Community Centre – To consider a proposal from Edlington Youth Direction for the delivery of additional activity programmes at the Centre

RESOLVED that the Town Clerk be asked to respond to Edlington Youth Direction confirming that the Council would be happy to support their proposed activities on the following proviso:-

"For the Youth Direction sessions on a Wednesday evening from 6pm - 9.30pm on a trial basis for 3 months up to the end of March 2017 and to be subject to a monthly review meeting between yourselves and Town Council representatives and this may be terminated by either party if the arrangements prove to be unsatisfactory. The Council are unable to offer the sessions free of charge during this trial period, but would simply seek a nominal contribution of £10 per week towards the cost of utilities, this not be charged during the first 2 weeks of usage.

The Council would not wish for the Lounge to be used for any type of activity, but have no objection for the Main Hall partitions being used which can provide for 4 separate work areas/spaces to be created. Use of laptops and tablets within this area could be used by linking into the Centre's wi-fi connectivity.

Subject to no adverse matters being identified at the monthly review meetings, the Council would be happy from 1/4/17 (or earlier if your business plan and funding is secured) to use the Centre for the additional day time activity sessions described in your e-mail with an appropriate hourly rate for the hire of the facility, determined at that time, including the Wednesday evening Youth Direction session".

(e) Recreation Ground/Miners Memorial Garden –Recreation play area – update on repairs & being brought back in to use

RESOLVED to note that the vast majority of the safety surfacing repair work had been completed with a small section still outstanding, which it was envisaged would be completed shortly after which the play facility could be brought back in to use.

(f) Neighbourhood Plan Update – Update on Community consultation event 7/12/16 and going out to statutory consultation

RESOLVED to note the feedback on the final community consultation event held last Wednesday which had been very poorly attended and that the formal 6 week consultation with statutory agencies would commence on Friday 16/12/16 and in light of the Christmas period, would be extended for an additional week, ending on 3/2/17.

(g) Improvement Projects & Events - i) Christmas Senior Citizen's Party/Dinner Thursday 15/12/16

RESOLVED to note arrangements that were in place for the Senior Citizen's Christmas party this coming Thursday.

ii) Christmas Carol Concert – Tuesday 20/12/16

RESOLVED to note the arrangements in hand and the poster advertising the event which was being placed in the notice boards, on the website and via Facebook re next Tuesday evenings event.

iii) Gala 24/6/17 – nothing to report.

(h) To agree to receive and display the Pit Check found in Rossington and handed back to Yorkshire Main Heritage Trust for formal display in the Grainger Centre

RESOLVED to accept the gift of the framed Pit Check for hanging within the Grainger Centre and the finder be invited to formally hand it over to the Mayor and Deputy Mayor and for appropriate publicity to be given to the event.

2016.189 Mayor's Announcements (if any).

The Mayor announced that she had attended the ECO Christmas Fayre a week last Sunday and the Edlington Swimming Club presentation evening last Saturday which had been a real pleasure.

2016.190 Matters requested by Councillors.

(a) Request to Highways re lack of Street lighting on former Thompson Ave leading up to Swallowdale complex

RESOLVED that the Clerk be asked to pursue this further for a more detailed response to his request sent on 8/12/16.

(b) Mayor & Deputy Mayor proposal to attend next School Pyramid Heads meeting

RESOLVED that approval be given and the Clerk be asked to request that the Mayor and Deputy Mayor's attendance at the next School Pyramid Heads meeting to raise the Community Woodland Project and other matters of local significance.

2016.191 Financial matters

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

RESOLVED to note the following payments made:-

1. Wages			various	7,408.76
2. SYPA			36289357	2,528.14
3. Imprest				200.00
4. 1&1 website hosting Nov				11.99
5. AE Services - repair of wireless PA system				72.00
6. Cowlings Solicitors - conveyancing search fees			36293049	350.00
7. Rob Miller Tree Services - repair Xmas lights			36293346	145.00
8. BT Phone&Broadband				64.78
9. Amazon - HP Ink Cartridges			36293697	69.99
10. Yourlocale - N.Plan Consultancy Fees			36294168	600.00
11. Yorkshire Water - Rec			36294380	9.12
12. AWS Landscapes -Grounds Mtnc supplies			36294730	141.43
13. Maureen Patterson - Xmas party prizes			105761	115.55
14. Festive Lights - Multi LED's & power packs			36366616	111.59
15. Festive Lights - 2 x Black starter cable			36366679	18.76
16. Doncaster Electrical Servs - CCTV phase 2			36366787	349.68
17. Doncaster Electrical Servs - Addit trunking			36441625	198.20
18. Pleveys & Son - Xmas Trees			36441473	561.87
19. Allstar Fuels - Fuel for Mowers			36507438	29.58

(b) Budgetary control/bank reconciliation as at 30/11/16.

RESOLVED (1) to note the budgetary control report and bank reconciliation for the period ending 30/11/16 and (2) that a Christmas bonus be awarded to all staff at the same level that was paid in December 2015.

(c) To consider whether to award a S137 Christmas Grant to each of the Edlington Churches

RESOLVED to award a grant in the sum of £100 to each of the Old Edlington TARA, St John's, St Mary's, Legacy, Orthodox and Spiritualist Churches.

2016.192 Correspondence/information items.

RESOLVED to note the following items:-

1	Deputy Lord Lieutenant	Remembrance Sunday – Letter of thanks
2	Edlington Swimming	Letter of thanks

	Club	
3	Parishioner letter	Yorkshire Main Commemorative Wall
4	Parishioner E-mail	Parking issues behind the Church at Queens Park
5	St Thomas Wharton Community College	Open meeting 16/11/16
6	St Thomas Wharton Community College	Christmas Fayre – 14/12/16
7	YLCA	Update from NALC on Council Tax Referendum Consultation
8	YLCA	Information re the Northern Powerhouse
9	YLCA	NALC Survey re Dependent Carer's Allowance
10	Voice Ability	Advocacy in Doncaster

2016.193 To notify the Clerk of matters for inclusion on the agenda of the next meeting

RESOLVED (1) that the Clerk be notified of any items Members wish to be considered as an item for the next meeting on 10/1/17 and (2) the following items be scheduled:-

- i) Cemetery and Grounds Maintenance Supervisor – purchase of mobile phone for use on work related business or appropriate remuneration be provided as an alternative
- ii) Update on Lollipop lady service provision on Broomhouse Lane/Bernard Road.

2016.194 Date of next meeting – Tuesday 10th January, 2017 at 6.30pm.

The meeting closed at 8.08 pm.