

MINUTES OF A MEETING OF EDLINGTON TOWN COUNCIL HELD ON TUESDAY 17th OCTOBER, 2017 AT 10.00AM IN THE COUNCIL OFFICES, STUBBINS HILL, EDLINGTON

Present: Mayor Frank Arrowsmith and Councillors Keri Anderson, Alan Cross, Jim Mourning, Maureen Patterson, Rob Reid, and Linda Smith.

Also in Attendance: Simon Oldham (Town Clerk) and Chief Inspector Jayne Forrest and Inspector Dave Jones (South Yorkshire Police). No members of the public present.

2017.166 To receive and consider apologies for absence.

Councillors Joan Briggs and Tina Reid.

2017.167 To consider motions for the variation to the order of business (if any).

None.

2017.168 To receive any declarations of interest not already declared under the Council's code of conduct or Members register of disclosable pecuniary interests.

None.

2017.169 To identify items for which the press and public may be excluded (if any).

RESOLVED to exclude the public and press for agenda item 16 “- Acquisition of land at rear of Yorkshire Main Community Centre – Conveyancing Agreement”, which was prejudicial to the public interest as it contained information re terms proposed for the acquisition of land by the Town Council.

2017.170 To confirm the minutes of the meeting held on 12th September, 2017 as a true and accurate record.

RESOLVED to approve the minutes as a correct record.

2017.171 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.

2017.172 Partner Updates from DMBC Ward Councillor(s) or South Yorkshire Police representative (if present).

Chief Inspector Jayne Forrest, (South Yorkshire Police) thanked Members for the opportunity of her briefing the Town Council on her strategic assessment of the issues that Edlington faced in relation to the Royal estate with youth behaviours and a serious organised criminal element operating within the village. As a consequence, operation Laser had been established with increased patrols, two dedicated Officers allocated to Edlington which included a “Police Now” graduate recruit deployed in a problem solving capacity. A whole range of tactics in countering the effects were being put in place as well as a variety of actions in support of the “Preventing Vulnerable Young People” strategy.

2017.173 To receive information on the following ongoing issues and decide further action where necessary.

None.

2017.174 Planning Application Consultations.

None.

2017.175 Report of the Clerk – To receive updates and consider matters in respect of:

- (a) Burial ground.
RESOLVED to note the reporting by the Clerk that he had authorised the hiring of a skip for disposal of material accrued in the Cemetery compound over recent months and additional material deposited and collected in clearing up the recreation ground.
- (b) Allotments – i)) Letter of Thanks – Group 5 Allotment Committee re donation.
RESOLVED to note the letter of thanks from Group 5 Allotment Secretary re the Town Council contribution towards the cost of felling a hazardous tree on an allotment plot.
- (c) Community Centre - i) Routine alarm & fire alarm maintenance.
RESOLVED to note the reporting by the Clerk that he had arranged for the annual servicing of the Grainger Centre, Portacabin and Cemetery security and fire alarms in accordance with the quotation from ICU2 Security who maintain the systems installed.
ii) Replacement of hand dryer in mens toilet.
RESOLVED to note that the Clerk had taken action and arranged the replacement of the broken hand dryer in the mens toilet at the Grainger Centre and an invoice for the sum of £153.12 was presented for authorisation as an addition to the payment schedule tabled at the meeting.
- (d) Recreation Ground/Miners Memorial Garden – i) Tree Works in preparation for Christmas illuminations.
RESOLVED to note that the trees in the Miners garden along the perimeter with the parking bays adjacent to the Post Office, had been crown lifted to ensure that there would be no repeat of the Emms transport vehicles catching and damaging the Christmas illumination lights this year.
- (e) Improvement Projects & Events – (i) Community Woodland – Tree planting day 30/10/17.
RESOLVED to note the reporting by the Clerk that the tree planting day to plant the 100 saplings from the Woodland Trust free tree pack was scheduled for Monday 30/10/17 commencing at 10am. The Town Council's Grounds Staff would be in attendance, along with Steering Group members and a couple of volunteers from the Hilltop Centre. In addition, the Woodland Trust would be in attendance with their Videographer, to film the planting and enquiries had been made to source up to six Nationwide volunteers.
ii) To note Activities Working Group minutes 13/9/17 & 28/9/17 & preparations for Armistice Day/Remembrance Sunday/Senior Citizen's Christmas Party & Christmas Carol Concert
RESOLVED (1) to note the minutes of the Activities Working Group meetings held on 13/9/17 & 28/9/17 on the evolving preparations being made in respect of forthcoming events; (2) to note the publicity flyer and chronological sequence of timings for the days activity on Remembrance Sunday regarding the evolving preparations and arrangements that were being put in place and (3) that a further meeting of the Activities Working Group was scheduled for Tuesday 7/11/17 to review final arrangements for Armistice Day and Remembrance Sunday, a few days prior to these events taking place.
iii) Preparations re a proposed Festival in 2018 to replace the Gala in light of commemoration of a 100 years since the end of WW1.
RESOLVED that this matter be deferred for an informal update by the Mayor following the end of this meeting.

iv) establishing an annual schedule of events that the Town Council may wish to commemorate

RESOLVED that this matter be referred to the next meeting of the Activities Working Group on 7/11/17.

- (f) To determine whether to establish a Town Council facebook page and if so, approval of a Social Media Policy.

RESOLVED (1) approval be given to establish a Town Council facebook page; (2) approval be given to the adoption of the draft model SLCC Social Media policy suitably adapted as Edlington Town Council's Social Media Policy and (3) the Town Clerk be designated as the sole administrator for the page, but all Town Council staff be made aware of the Social Media policy and the consequences of any breach of the policy, such as posting inappropriate or offensive comments, which would result in action being taken in accordance with the Disciplinary and Grievance Policy.

- (g) Adoption of an updated Disciplinary and Grievance Policy.

RESOLVED to adopt the updated model NALC Disciplinary and Grievance Policy as presented, which complements the above mentioned Social Media Policy.

- (h) Festive preparations – Christmas trees and lights.

RESOLVED that approval be given to the usual arrangements for the supply of Christmas trees and supporting illuminations and the Clerk be authorised to pursue quotes for the supply of fifty trees from three local suppliers and to place an order with the Company offering the most economically advantageous price. Additional illuminations (if required) to also be procured.

- (i) To consider the report & recommendations of Selwyn Trees re the trees situated at the rear of the Paddock, Old Edlington.

RESOLVED (1) to note the tree survey report from Selwyn Trees; (2) to accept the recommendations for a) an annual review and b) for the removal of trees T4 & T6 which pose a risk and (3) in light of the recommended removal of these two trees, the Clerk be requested to make an application to DMBC as the Planning Authority given that this falls within the Old Edlington Conservation Area.

2017.176 Mayor's Announcements (if any).

The Mayor had no announcements.

2017.177 Matters requested by Councillors.

(a) To support the ACF C Company Army Cadet Force by providing them with a Standard/Colours and proposal to offer them the freedom of the Town for presentation by the Town Council

RESOLVED (1) to note the legal advice sourced from NALC, via YLCA on the power to grant the status of Freemen and Freewomen for eminent services given to the local community and (2) to note the wider implications of offering Standard/Colours and other potential local bodies and in light of this, to note that the Town Council have an established Grants policy that local groups can use to apply for funding in support of their activities.

(b) Youth provision in Edlington

RESOLVED that the Clerk be asked to enquire with DMBC asking for clarification of what activities were agreed in the lease with Legacy Church, for the delivery of Youth programmes at the former Youth Centre building on Edlington Lane, compared to what were currently being delivered and in addition, to ask what other Youth activity programmes were also currently on offer in Edlington.

(c) To consider lobbying DMBC re lack of Street lighting on the former Thomson/Dixon alongside the Swallowdale Centre .

RESOLVED that the Clerk be asked to enquire with DMBC Head of Communities :-

- What clear-up activity and tidying of the Thompson/Dixon site had taken place, since meeting with the Town Council Mayor and Deputy Mayor at the end of August
- A progress update on how imminent was development of the site
- In relation to ongoing concerns raised by local residents and occupants that reside in the Swallowdale Centre about the lack of any street lighting from Edlington Lane, up the former Thompson Road to Swallowdale and beyond, which was a danger for pedestrians especially as dark nights were fast approaching, whether anything could be done to lobby for some action to be taken to remedy this, as there seemed to be no imminent prospect of this coming about through the infrastructure that would be necessitated from a forthcoming development of the site.

2017.178 Financial matters

(a) To note & receive schedule of payments and receipts – October 2017.

RESOLVED (1) to note the following payments made:-

					£
1. Wages				various	8,313.68
2. SYPA				42250975	2,251.58
3. Q2 HMRC PAYE/NI				3. Q2 HMRC PAYE/NI/Employers NI	6,565.69
4. Oct HMRC PAYE/NI/Employers NI				42253713	2,186.63
5. 1&1 website hosting					11.99
6. BT - Phone&Broadband					59.88
7. Allstar Fuels					190.38
8. Came & Company - Mowers Motor Insurance				42166543	358.50
9. Thomas Fattorini- Cllr & Staff ID Badges				42176957	149.22
10. Amazon- Ink Toners				42251416	48.36
11. Co-op Bank Sweep Fee					30.00
12. Cowlings Solicitors - Conveyance fee				42313753	799.00
13. ICU2 Security - Repair alarm fault				42344511	78.00
14. S.Thorpe Groundworks					3,120.00
15. Rob Miller - Crown lift trees Miners Garden				42702018	200.00
16. Total Gas&Power -Elec Rec					13.18
17. Total Gas&Power - Elec Grainger					659.03
18. Selwyn Trees - Survey Old Edlington Paddock				42399452	240.00
19. Yorkshire Water - Cemetery				42702259	46.06
20. DMBC - Trade waste collection Cemetery				42702345	243.00
21. DMBC - Trade waste collection Grainger				42702438	243.00
22. Imprest					200.00
23. Doncaster Electrical Servs Ltd - Hand dryer					153.12

(2) to note the following receipts during September :-

					£
1. Community Centre					625.00
2. Cemetery Fees					2,825.00

(b) Budgetary control/bank reconciliation as at 30/9/17.

RESOLVED to note the budgetary control report and bank reconciliation for the period ending 30/9/17.

(c) Request for contribution to RBL Poppy Appeal 2017.

RESOLVED (1) not to make a contribution in light of the Town Council underwriting significant sums in relation to the arrangements being made for Remembrance Sunday commemorations and the Town Mayors personal contribution from his Mayoral allowance

and (2) to note that Members in an individual capacity were free to contribute to the RBL national Poppy Appeal, as they deemed appropriate.

2017.179 Correspondence/information items.

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

1	BHIB Insurance Brokers	Change of Broker handling Town Council Insurance Policy
2	NHS Doncaster Clinical Commissioning Group	Annual General Meeting – 28/9/17
3	South Yorkshire Advisory Committee	Recruitment of lay members - closing date 6/10/17
4	Hilltop Centre – Parent Activity Team	Request for Zebra Crossing on Edlington Lane
5	DMBC	Get on-line week 2 – 8 October
6	Alzheimers Society	Introduction to a new community service - Side by Side
7	YLCA	White Rose Update September 2017

(2) Item 4 in relation to the request for a Zebra Crossing outside the Hilltop School/Centre be deferred to the next meeting in the absence of the lead petitioner being in attendance to speak to the Town Council in support of their proposal.

2017.180 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 14/11/17 and (2) the following item be scheduled:-

- Prospect of development at Thompson Road/Dixon Avenue proceeding in the near future.

2017.181 Confidential Item - Prejudicial to the public interest as it contains information re terms proposed for the acquisition of land by the Town Council - Acquisition of land at rear of Yorkshire Main Community Centre – Conveyancing Agreement

RESOLVED (1) to note the reporting by the Clerk that the transfer of ownership of this piece of land to the Town Council was expected to be formally completed later this week; (2) upon completion, the Clerk be asked to :-

- Arrange for strimming and weed killing of the vegetation that has grown on site
- Notify Yorkshire Main Motors that this space was now in the Town Council ownership and future management and parking controls would be considered by the Town Council in the near future
- Examine what powers were at its disposal to regulate parking at and enforcement of the site

2017.182 Date of next meeting – Tuesday 14th November, 2017 at 6.30pm

The meeting closed at 11.55am.