

**MINUTES OF A MEETING OF EDLINGTON TOWN COUNCIL HELD ON TUESDAY 11<sup>th</sup> SEPTEMBER, 2018 AT 6.30PM IN THE COUNCIL OFFICES, STUBBINS HILL, EDLINGTON**

**Present:** Councillors Rob Reid (Mayor), Keri Anderson, Jim Mourning, Maureen Patterson, Daniel Sweeney and Paul Twitchell.

**Also in Attendance:** Simon Oldham (Town Clerk), PC Matt Boulton (South Yorkshire Police). No members of the public present.

**2018.159 To receive and consider apologies for absence.**

Councillors, Frank Arrowsmith Joan Briggs and Linda Smith.

**2018.160 To consider motions for the variation to the order of business (if any).**

There was no variation to the order of business.

**2018.161 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 10.2(b) "Group 5 Allotment letter 19/8/18 re perimeter hedge removal and update by Clerk on subsequent meeting with Wates held on 23/8/18" as allotment plot holder but remained and participated during the consideration thereon.

**2018.162 To identify items for which the press and public may be excluded (if any).**

None.

**2018.163 To confirm the minutes of the meeting held on 14<sup>th</sup> August and 22<sup>nd</sup> August, (Extraordinary) 2018 as a true and accurate record.**

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

**2018.164 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.

**2018.165 Partner Updates from DMBC Ward Councillor(s) or South Yorkshire Police representative (if present).**

PC Matt Boulton reported that the Police Station on Main Avenue continued to be kept open 2 days per week. In addition, visible patrols through the Village were ongoing. A fishing activity had been run over the six week School holiday period as a diversionary tactic to keep some renowned youths out of mischief. The problem bikes issues seemed to be largely being kept at bay although Members still referred to instances recently that they had been aware of. Incidents of anti-social behaviour continued to fall, although two restorative justice orders had been recently been applied against two renowned culprits. PC Boulton was also aware of some damage to CCTV at a private residence on Prices Crescent which was under investigation.

The Clerk flagged up communications made with Inspector Mcknight re the application made to Highways for a repeat of the rolling road closure order being sought for Remembrance Sunday commemorations on 11<sup>th</sup> November and the Police support was required before the application could be processed further. PC Boulton undertook to raise this again with Inspector Mcknight.

**2018.166 To receive information on the following ongoing issues and decide further action where necessary.**

(a) Update re enquiries to Friends of Martinwells Lake re Constitution and to DMBC re lease renewal.

**RESOLVED** (1) to note the reporting by the Clerk that the recent communications to DMBC Assets Team re whether the lease for the management of the Lake was to be put out for renewal for any interested parties to bid for, and to the Friends of the Lake Group for a copy of their Constitution and other information relating to access to their meetings and records of their Minutes and Accounts, that both enquiries had met with no response and (2) in light of this a further follow up request be made to each and in respect of the former, the request be made as a request for information under the Freedom of Information Act 2000.

(b) CCTV for the Recreation Ground – update re enquiry to DMBC.

**RESOLVED** to note the reporting by the Clerk that arrangements were being made to obtain additional quotes from suppliers on DMBC's Contractor Framework Agreement and in addition a viewing of the existing equipment erected at the Lane on entry to Martinwells Lake to view its range and capabilities was being pursued.

(c) Zebra crossing outside Asda – update on request for site meeting with DMBC Highways.

**RESOLVED** to note the response from Highways reported by the Clerk in which they referred to this location having been considered several times in the recent past and their view that this did not represent a safety concern and that any request for the relocation of the bus stop outside Asda would need to be made to South Yorkshire Passenger Transport Executive (SYPTTE) and (2) in light of this, a further request be made to Highways requesting consideration be given to the erection of a pedestrian crossing with lights and referring to many recent incidents and near collisions and in addition, to SYPTTE for the relocation of the bus stop on safety grounds due to the vision of motorists being impeded when the bus pulled up at the bus stop and the risks posed to pedestrians using the crossing when vehicles attempted to overtake the parked bus.

(d) Preparations for South Yorkshire Police & Crime Commissioner visit 13/9/18.

**RESOLVED** that in light of the limited number of Town Councillors available to attend the scheduled meeting with the PCC later this week, a request be made to postpone this and reschedule for an alternative date in the near future.

**2018.167 Planning Application Consultations.**

None.

**2018.168 Report of the Clerk – To receive updates and consider matters in respect of:**

(a) Burial ground. – update on seeking further quotes for new improved access/steel door to former mortuary building .

**RESOLVED** to note the reporting by the Clerk that in addition to the quote already received, two additional contractors had been approached and asked to quote for undertaking this work but not yet received and in view of this, this matter be deferred for consideration at next months meeting.

(b) Allotments – i) De-brief & issues arising re site inspections carried out at Groups 1 & 4 Allotment sites 22/8/18.

**RESOLVED** that (1) the Sectreatary of Group 4, Hilltop Allotments be asked to advise of their Committee's plans and timescale for the tidying up or removal of the debris that has accumulated at the top corner of the site bordering the perimeter with Hilltop School and to provide reassurances that they would refrain in future from erecting corrugated sheeting panels around plots that prevent the plot from being

visible and therefore to what used it was being put and (2) to note that following the site inspection and the presence of four or five cockerels being present on Group 1 site, the Clerk had notified the Secretary of Group to notify the relevant plot holders that this was contrary to the allotment rules and to advise his plot holders to remedy this and that the Clerk would be undertaking a follow up spot-inspection within 28 days and if this had not been dealt with, each plot holder would be served with 28 days notice under the enforcement procedure. In addition, the matter of blocking off of the main pathway through the site with gate/padlock be raised with the Secretary.

ii) Group 5 Allotment letter 19/8/18 re perimeter hedge removal and update by Clerk on subsequent meeting with Wates held on 23/8/18.

**RESOLVED** (1) to note the reporting by the Clerk that he along with the Wates Site Manager had met with representatives of Group 5 Allotment Committee on 23/8/17 further to their letter and the Town Council's position was re-iterated that it had approved consent for the hedge/bramble adjacent the entranceway and perimeter fencing to be removed as the development proceeds; (2) to note that the Project Plan highlighted a scheme of landscaping to be erected adjacent the existing allotment site fencing on completion of the build programme, although the precise nature of this was to be determined in due course. In this respect, the site Manager indicated that at the appropriate time as the development progressed, further engagement meetings would be held with the Town Council and other interested stakeholders including the Allotment Committee to address relevant matters, including the shaping of the scheme of environmental landscaping to be put in place.

(c) Community Centre

**RESOLVED** to note the reporting by the Clerk that a new daytime booking on Thursday's for an Adult Day Care Group had now commenced and had been operating well over the past four or five weeks.

(d) Recreation Ground/Miners Memorial Garden.

**RESOLVED** to note that the Town Clerk and Town Mayor were scheduled to meet with Emms Transport next week to discuss the feasibility of CCTV surveillance equipment being erected on their perimeter fencing to view the Miners garden and help to assist with site security and to act as a deterrent..

(e) Improvement Projects & Events – Preparations for Armistice and Remembrance Sunday Commemoration/Events / Preparations for Christmas illuminations/trees and Senior Citizen party/bingo event – update on Activities Working Group meeting 10/9/18.

**RESOLVED** that (1) in view of the Activities Working Group meeting yesterday being postponed due to being inquorate, this be rescheduled for next Monday 17/9/18 at 2pm and (2) approval be given to securing the booking of Hammonds Saltaire Brass Band for Remembrance Sunday as per their fee of £600 quoted.

(f) Community Woodland Official Opening Event with Schools – Wednesday 26/9/18 at 10am.

**RESOLVED** to note the reporting by the Clerk that the official opening of the Community Woodland was scheduled for Wednesday 26/9/18 at 10am and would be opened by the Town Mayor and two pupils from STW Academy who had recently joined the Steering Group. In addition, the three Primary Schools had been invited to participate and a short presentation would be given by DMBC's Biodiversity Officer on the potential for further development of the site. The Woodlands Trust and a representative being an ex-plot holder when the site was last used as an allotment garden, would also be present at the opening. A display board with before and after photos was also to be displayed.

(g) Deputy Mayor pendant – updated quote from Fattorini’s.

**RESOLVED** to support the purchase of the Deputy Mayor pendant with the green ribbon as per Fattorini’s previous quote in 2017 at the sum of £282.77 which they had agreed to hold.

(h) Notice of completion of external audit of accounts y/e 31/3/18 by PKF Littlejohn and publication of statutory notice and right of inspection.

**RESOLVED** (1) to note the correspondence from PKF Littlejohn advising that they had completed the audit of the Town Council annual governance return for 2017/18 on 23/8/18 and had issued their Auditor certificate advising that there were no matters arising and (2) in light of this, that the Clerk had published the statutory notice and supporting attachments in the notice board and on the website.

(l) General Data Protection Regulation – To adopt a Town Council Records Management Policy.

**RESOLVED** that approval be given to the adoption of the draft Records Management Policy as presented.

#### **2018.169 Mayor’s Announcements (if any).**

The Mayor reported that he had attended the Fun-filled Friday celebratory event at the Hilltop Centre on 7/9/18 and indicated how moved he was from meeting the participants and viewing what an excellent programme was being delivered.

#### **2018.170 Matters requested by Councillors.**

None.

#### **2018.171 Financial matters**

(a) To note & receive schedule of September payments.

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

£

1. Wages				various	9,027.58
2. SYPA					2,054.52
3. HMRC - PAYE/NI Sept					2,187.48
4. NEST Pension contributions					62.35
5. 1&1 website hosting & annual domain renewal					31.31
6. BT - Phone&Broadband					81.44
7. Applegreen Fuel					237.82
8. Imprest - petty cash					200.00
9. Yorks Main MWS - Festival refuse disposal			48858555		60.00
10. Group 2/3 Allotment Asociation - Grant			48971076		250.00
11. SLCC - Annual membership			48972041		233.00
12. ALCC - Annual membership			48972092		30.00
13. Ernest Waddington Ltd - Edging boards			48975541		91.50
14. PKF Littlejohn - External Audit Fee					720.00
15. AP Duckitt Ltd - Ash planings Woodland			49322469		240.00
16. Total Gas&Power - Elec Rec					26.00
17. Total Gas&Power - Elec Cemetery					70.57
18. AWS Landscapes Ltd - Grounds supplies			49324650		36.04
19. Ernest Waddington Ltd - Edging boards			49338350		100.00

(b) to note the following receipts during August :-  
£

1. Community Centre				498.00
2. Cemetery Fees				615.00
3. Group 5 Allotments				1,170.00

(c) Budgetary control/bank reconciliation as at 31/8/18.

**RESOLVED** to note the budgetary control statement and bank reconciliation for the period ending 31/8/18.

**2018.172 Correspondence/information items.**

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

1	Edlington Hilltop Centre	Charity Race Night 29/9/18 & request for sponsorship of one of the races
2	DMBC	Doncaster's Mining Statue
3	YLCA	NALC Consultation – Green paper for Adult Social Care and Well-Being
4	YLCA	White Rose Update – August 2018
5	YLCA	Government Shale Gas exploration and Production Planning consultations
6	Yorkshire Air Ambulance	Letter of thanks re Festival participation
7	YLCA	Full day training for Council's with turnover exceeding £200k

(2) to note that in relation to ite (1) the Town Mayor had agreed to sponsor one of the races in the sum of £20 and would meet this from his Mayoral allowance and

(3) in relation to item (7) approval be given to the booking of a place for the Clerk to attend the YLCA Larger Council;s training with turnover over £200k.

**2018.173 To notify the Clerk of matters for inclusion on the agenda of the next meeting.**

**RESOLVED** that the Clerk be notified of anyitems requiring scheduling for consideration at next months meeting.

**2018.174 Date of next meeting – Tuesday 16th October 10.00am.**

The meeting closed at 8.15pm.