



Cantley with Branton Parish Council

www.cantleywithbrantonparish.co.uk

Agenda For The Meeting Of The Parish Council To Be Held On Wednesday 3rd July 2024 commencing at 6 p.m.

Prior to the Start of the Formal Meeting up to 30 minutes will be allowed for Public Participation

- 1) Apologies (1 minute)**
 - 1.1 To Receive Apologies for Absence in advance of the meeting.
 - 1.2 To Consider the Approval of the Reasons Given.

- 2) Declarations of Interest (3 minutes)**
 - 2.1 To receive any declarations of interest not already declared under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests.
 - 2.2 Where necessary, to apply for dispensation from the Council's Proper Officer.
 - 2.3 To agree items to which the public and press should be excluded under the Public (admissions to meeting) Act 1960.

- 3) Approval of Minutes (5 minutes)**
 - 3.1 To Approve the Minutes of the Parish Council Meeting held on 5th June 2024 (enclosed).

- 4) Members of the Public (30 minutes)**
 - 4.1 To Consider Items Raised by Members of the Public Present at the meeting for Immediate Action/Future Consideration.
 - 4.2 To Consider Items Raised by Members of the Public to the Clerk/Councillors for Immediate Action/Future Consideration.
 - 4.2.1 Complaint regarding public footpaths, overhanging hedges and vandalised litter bin.
 - 4.2.2 Complaint regarding CDC Planning Department timeframes relating to the Yorkshire Wildlife Park Observation Wheel
 - 4.2.3 Donation of a bench for the Parish

- 5) City of Doncaster Council (CDC) Matters (5 minutes per item)**
 - 5.1 To Receive Updates from CDC Ward Councillors.
 - 5.2 To Receive an Update on the MUGA and Consider and Agree any action needed.
 - 5.3 To Receive an Update on CCTV cameras.
 - 5.4 To Consider putting forward any Agenda items for the Parish Council Joint Consultative Committee.
 - 5.5 To Note CDC's Quarterly Playground Inspection Report and Approve any works required (enclosed).
 - 5.6 To Identify any New Highway Matters for consideration by CDC and/or Other Agencies.

- 6) Clerk's Report and Administration Matters (2 minutes per item)**
 - 6.1 To Note the Clerks Report and actions carried out by the Clerk since the last meeting (enclosed).
 - 6.2 To Consider any Amendments/Updates/Content to the Website and the Facebook site.

- 7) Kilham Hall/Park/Buildings/Garden Area Matters (3 minutes per item)**
 - 7.1 To Note and Approve the list of Annual Inspections to be carried out over the coming months (enclosed)
 - 7.1.1 Roller Shutters – September 2024 – Approximately £150.
 - 7.1.2 Fire Extinguisher – November 2024 – Approximately £90.
 - 7.1.3 Emergency Lighting, Heaters and PAT Testing – November 2024 – Approximately £42.
 - 7.1.4 Intruder Alarm – September 2024 – Approximately £96.
 - 7.1.5 Fire Alarm Inspection – September 2024 – Approximately £155.
 - 7.1.6 ROSPA Playground Inspection – September 2024 – Approximately £164 plus VAT.
 - 7.1.7 Electrical Installation Inspection – 2024 – Cost to be confirmed
 - 7.2 To Consider a resident using the field on 18th July 2024 for a gathering of friends and erecting a gazebo.
 - 7.3 To Consider donating refunds received from the Solar Panels to Kilham Hall Management Committee to offset their bills.

7.4 To Consider whether to appoint an external arborist to trim the trees at Doncaster Road Garden at a cost of £300 plus VAT.

7.5 To Consider the rota for opening/closing gates at Kilham Hall during July.

7.6 Receive and Note Kilham Hall Management Committee's Update Report.

8) Parish Matters (5 minutes per item)

8.1 To Consider the maintenance of the brick built bus shelter on Doncaster Road.

9) Financial (5 minutes per item)

9.1 To Approve Direct Bank Payments (to be circulated).

9.2 To Approve the 1st Quarter Bank Reconciliation (to be circulated).

9.3 To Receive the 1st Quarter Budget Monitoring Report (enclosed).

9.4 To Receive the 1st Quarter HMRC Return (enclosed).

9.5 To Note the Bank Statements and for the Council's Internal Auditor's to sign them (to be circulated).

10) Policies/Procedures

10.1 To Consider and Approve the following policies (enclosed):-

10.1.1 Business Continuity (reviewed)

10.1.2 Safeguarding (new)

10.1.4 Security Incident (reviewed)

10.1.5 Capability Policy (new)

10.1.6 IT Policy (new)

10.1.7 Investment Policy (new)

11) Remembrance/Armistice Day 2024 (5 minutes per item)

11.1 To Consider arrangements for Remembrance Day/Armistice Day:

11.1.1 Request all poppies to be dropped off with the Clerk by no later than 4th October 2024.

11.1.2 Request volunteers to sew the poppies onto a piece of net ready for Doncaster Road post display.

11.1.3 Agree where the Lamppost poppies are going to be displayed and agree the Handyman's additional hours for installing them along with the displays.

12) Christmas 2024 (5 minutes per item)

12.1 To Consider arrangements for advertising the Christmas Pantomime on 14/12/24, Ticket Costs and Where Tickets will be sold, to then liaise with Kilham Hall Management Committee to finalise arrangements.

12.2 To Consider a Date for the Carol's Around the Tree Event – Friday 6th December 2024.

12.3 To Consider booking Armthorpe Elmfield Brass Band for the Carol's Around the Tree Event at a cost of £200.

13.5 To Consider dates for installation and removal of all the Christmas Illuminations.

13) Planning Applications (2 minutes per item)

13.1 To Consider new Planning Applications listed below and any that may arise between Agenda Distribution and the Meeting and Receive an Update on Previous Applications (enclosed).

13.1.1 24/00995/TCON – 39 Warningtongue Drive, Bessacarr - Notice of intention to fell a Cupressus sempervirens, Willow and Cherry; and crown lift a Copper Beech, all within Bessacarr Conservation Area
URL:

https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=24/00995/TCON

13.1.2 24/01051/FUL - 39 Warrington Drive, Bessacarr - Erection of side extension as well as external alterations including raising of roof height and installation of dormer windows to front elevation and integral double garage to side
URL:

https://iawpad.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=24/01051/FUL

13.2 To Note the conditions placed on Planning application 21/03645/FULM - Land South Of Doncaster Road, Cantley - Residential development of 187 dwellings including associated access and infrastructure

13.2.1 Play Area – Maintenance

13.2.2 Section 106

14) Police Matters (2 minutes)

14.1 To Consider/Note any police issues and reports received.

15) Training/External Meetings

15.1 To Receive feedback from Councillor Gibbins regarding YLCA's Chair training.

15.2 To Receive feedback from the YLCA South Yorkshire Branch Meeting held at Askern on the 19th June 2024.

15.3 To Note the date of YLCA Joint Annual Meeting to Member Councils and Parish Meetings on Saturday 20th July 2024 at 2pm at Drax

16) Items of Correspondence

(2 minutes)

16.1 For Consideration, Information and Noting: (previously circulated)

16.1.1 YLCA – White Rose Updates, online training programmes, Law & Governance Bulletin, Training Programme for April to September, CEO Bulletin.

16.1.2 Community First Yorkshire Update - Funding News.

16.1.3 CDC – Roadworks Reports, Funding Opportunities,

16.1.4 SLCC – News Bulletin, Civility & Respect Newsletter.

16.1.5 NALC - CEO Bulletin, Training.

17) Date of Next Meeting

17.1 To Confirm the Date of the Next Meeting on Wednesday 4th September 2024 starting at 6pm.

18) Employment Matters

(2 minutes per item)

18.1 **Excluded from the Public and Press** - To Receive the Clerk's June Timesheet form (to be circulated).

18.2 **Excluded from the Public and Press** – To Approve the Clerk's Mileage Claim form for April 2024 to June 2024 inclusive (to be circulated).

18.3 **Excluded from the Public and Press** - To Consider the Handyman/Gardener's June Timesheet (to be circulated).