



Cantley with Branton Parish Council

www.cantleywithbrantonparish.co.uk

08/05/25

Agenda For The Annual Meeting Of The Parish Council To Be Held On Wednesday 14th May 2025 Commencing at Approx 6pm (following the Annual Parish Meeting) at Kilham Hall Meeting Rooms, Branton

Up to 30 minutes will be allowed for Public Participation at Agenda Item 4.1

1. Formal Process for Annual Meeting

- 1.1 Election of Chairman and Signing of Declaration of Acceptance of Office.
- 1.2 To resolve to allow any councillors not present, to sign their Declaration of Acceptance of Office at a later date.
- 1.3 Election of Vice-Chairman.
- 1.4 To agree items to which the public and press should be excluded under the Public (admissions to meeting) Act 1960.
- 1.5 To receive any declarations of interest not already declared under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests and Updates to Existing Register including spouses.
- 1.6 To Appoint Representatives and Reserves to the Following External Bodies:
 - 1.6.1 CDC Parish Council Joint Consultative Committee (next meeting on 07/08/25)
 - 1.6.2 Kilham Hall Community Centre Management Committee (next meeting on 12/05/25)
 - 1.6.3 Yorkshire Wildlife Consultative Committee (next meeting tbc)
 - 1.6.4 YLCA South Yorkshire Branch Voting Representatives (next meeting 18/06/25)
 - 1.6.5 CDC Public Rights of Way meeting (next meeting on 09/10/25)
- 1.7 Appointment of Two Council Auditors for 2025/26.
- 1.8 Appointment of Four Councillors to form a Staffing Committee for 2025/26.
- 1.9 Approval of the Staffing Committee Terms of Reference (enclosed).
- 1.10 To Adopt the Standing Orders and Financial Regulations reviewed in April 2025 (enclosed).
- 1.11 To Note the Assets and Other Equipment which were reviewed in March 2025 (previously approved in April 2025).
- 1.12 To make arrangements with a view to the Council becoming eligible to exercise the general power of competence in the future.
- 1.13 To Review arrangements with other local authorities, not for profit bodies and businesses.
- 1.14 Confirmation of arrangements for insurance cover in respect of all insurable risks, and including fidelity guarantee.
- 1.15 Review and Approve the Council's subscriptions to other bodies and List of Regular Payments (enclosed).
- 1.16 Review of the Council's expenditure incurred under Section 137 of the Local Government Act 1972 or the general power of competence (enclosed).
- 1.17 Review and Approve the Council's payroll provider.
- 1.18 To Determine the Timescale for the Review of Policies and Procedures (list enclosed).
- 1.19 To Determine Levels of Delegation to the Clerk (Scheme of Delegation previously approved in March 2024) (extract enclosed).
- 1.20 To Adopt the time and place of Ordinary meetings of the Council up to and including the next Annual Meeting of the Council (enclosed).

2 Apologies

- 2.1 To Receive Apologies for Absence.
- 2.2 To Consider the Approval of the Reasons Given.

3 Approval of Minutes

- 3.1 To Approve the Minutes of the Parish Council Meeting held on 2nd April 2025 (enclosed).

4 Members of the Public

- 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 To consider writing to Yorkshire Wildlife Park in support of residents' concerns regarding the walk in entrance off Brockholes Lane.
- 4.2.2 To Consider Coffee Club's request for placement of a bench at Kilham Hall to commemorate 15years.
- 4.2.3 To note a residents' concerns regarding a life sized plastic cow, inconsiderate parking and running a business from a residential property.
- 4.2.4 To Consider residents' concerns regarding the placement of a bench on Kilham Hall Playing Field.

5 Parish Council Matters

- 5.1 To Consider advertising to Co-opt a candidate to fill the existing vacancy and determine the closing date.
- 5.2 To Approve archiving of Cantley with Branton Parish Council's Minutes between April 2021 and March 2024 inclusive with Heritage Doncaster.
- 5.3 To Consider YLCA Branch members topics for discussion at the Annual Meeting on the 18th June 2025 and put forward to YLCA.

6 City of Doncaster Council (CDC) Matters

- 6.1 To Receive Updates from CDC Ward Councillors.
- 6.2 To Receive an Update on the MUGA.
- 6.3 To Receive and Note the Tree Inspection Survey carried out by CDC at Kilham Hall Playing Fields and Approve any action required (enclosed).
- 6.4 To Identify any New Highway Matters for consideration by CDC and/or Other Agencies.

7 Clerk's Report and Administration Matters

- 7.1 To Note the Clerk's Report and actions carried out by the Clerk since the last meeting (enclosed).
- 7.2 To Consider any Amendments/Updates/Content to the Website and the Facebook site.

8 Kilham Hall/Park/Buildings/Garden Area Matters

- 8.1 To Receive and Note Kilham Hall Management Committee's Update Report.

9 Parish Matters

- 9.1 To Consider financially supporting Kilham Hall Management Committee's Christmas Pantomime.
- 9.2 To Note the Litter Pick which took place on Saturday 3rd May 2025.

10 Financial

- 10.1 To Approve Direct Bank Payments (to be circulated).
- 10.2 To Approve the removal of Joanne Rushby from the Parish Council Bank Accounts.
- 10.3 To Note the Bank Statements and for the Council's Internal Auditor's to sign them (to be circulated).

11 Policies/Procedures/Risk Assessments

- 11.1 Consider and Approve the Biodiversity Policy (enclosed)

12 Planning Applications

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)

- 12.1 25/00008/REF - Hillcrest, Doncaster Road, Branton - Outline application for the erection of 4 two storey dwellings, 1 detached double garage & the formation of a new private drive (approval being sought for access and layout all other matters reserved). Appeal against Refusal
URL:
https://necdm.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=25/00008/REF
- 12.2 25/00836/OUT - Land To The Rear Of 38 - 40 St Vincents Avenue, Branton - Outline application for erection of dormer bungalow and detached garage on approx. 0.4ha of land (approval being sought for access)
URL:
https://necdm.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=25/00836/OUT
- 12.3 25/00852/FUL – 24 Warrington Drive, Bessacarr - Erection of a 4 bedroom detached self-build dwelling following the demolition of the existing dormer bungalow
URL:
https://necdm.doncaster.gov.uk/PublicAccess_LIVE/SearchResult/RunThirdPartySearch?FileSystemId=DP&FOLDER1_REF=25/00852/FUL

13 Police Matters

- 13.1 To Consider/Note any police issues and reports received.

14 External Meetings/Training

- 14.1 Update from the PCJCC meeting held on the 3rd April 2025.
14.2 Update from the PROW meeting held on the 9th April 2025.
14.3 To Receive an Update on the YLCA National Planning Policy Framework Webinar on the 14th April 2025.
14.4 To Consider the Clerk's Attendance on Fire Marshall training at a cost of £29.99 plus VAT.
14.5 To Consider nominations for the South Yorkshire Branch representatives (enclosed).

15 Items of Correspondence

- 15.1 For Consideration, Information and Noting: (previously circulated)
15.1.1 YLCA – White Rose Updates, online training programmes, Law & Governance Bulletin, Training Programme for April to June, CEO Bulletin,
15.1.2 Community First Yorkshire Update - Funding News
15.1.3 DMBC – Roadworks Reports, Funding Opportunities
15.1.4 SLCC – News Bulletin
15.1.5 NALC CEO Bulletin

16 Date of Next Meeting

- 16.1 To Confirm the Date of the Next Meeting on Wednesday 4th June 2025 at 6pm

17 Employment Matters

- 17.1 **Excluded from the Public and Press** - To Receive the Clerk's April Timesheet (enclosed)
17.2 **Excluded from the Public and Press** - To Receive the Handyman/Gardener's April Timesheet (enclosed)
17.3 **Excluded from the Public and Press** - To Note the Payroll Update from Warrens GBC dated 9th April 2025 together with the Employment Rights Bill Overview (enclosed).