



WARMSWORTH PARISH COUNCIL COUNCIL MEETING

Minutes of the Meeting held on 8th April 2019 in the Community Centre, Low Road West, Warmsworth at 7.00pm

- Members Present:** Cllrs. J Auty (Chair), C Pattison, S Auty, S White, C Jackson & D Maxey.
- In Attendance:** 1 member of the public, DMBC Cllr. Phil Cole and Mr A. Bosmans (Clerk)
- Apologies:** None
- Members Absent:** Cllr Alan Bennett – Joined the meeting Later

The Chair reminded everyone of the Code of Conduct between members, the accepted Procedure for engagement by Members of the Public and that the meeting was being recorded in full for accurate reflection of the minutes and procedures in the meeting.

Chair also asked that item 6 Public Participation and 7 Matters Arising be swapped around – there was no dissention to this.

19/058 To Receive Disclosure of Members' Interests

None, other than those previously discussed in November 2016 and subsequent dispensation.

19/059 To Determine Applications for Dispensations for certain Pecuniary Interests and other Interests

Cllr. White has been granted dispensation to take part in any debate and vote in this and any future meetings until 1st May 2019 on Agenda items concerning the allotments.

19/060 Exclusion of Press and Public

Items 10a and 18 were identified

19/061 To Resolve that the Minutes of the meeting held on 11th March 2019 circulated as draft to members, be signed as a true record.

RESOLVED: The Minutes of the meeting held on 11th. March 2019 be accepted as a true record and signed as such by the Chair.

19/062 Matters Arising from those and previous Minutes

- a. Cllr S Auty to email Phil Cole traffic email sent to DMBC and Simon to update all councillors once any response has been given. Both Cllr Auty and Phil Cole will continue with this as it was causing a great deal of congestion in the village - **ONGOING**
- b. Clerk to check 'Community Fields Legacy' - There is no fund to draw from – Cllr Pattison was also looking into Section 106 money with Cllr Phil Cole and would also ask the Assets Team at Doncaster MBC. Cllr Bennett indicated there was a Legacy Fund in the past, but this has been disbanded in the 1960's. The website still existed, and he had tried to register the Field; but failed; having found no trace of it on the website records – The Clerk would search for this and report back – **ONGOING**

Cllr Bennett joined the meeting.

- c. Cllr S Auty to put Neighbour Alert details in chronicle for all residents to access – Next Chronicle due in April– **PARTIALLY COMPLETED**
- d. Clerk to contact Dave Chadbourne at DMBC re playground inspections and training – Clerk has found a local company that does inspection training and is lining this up – The Clerk has not re-requested specific cost for so many attendees with Rynat – a Doncaster Company – A short course in Rotherham booked through YALC was attended by the Clerk, Cllr Jackson and The Handyman – Rob on 28th March The Clerk thought this was useful and would arrange for Rob to do the weekly checks from now on. Cllr Jackson would have liked a certificate of attendance - **PARTIALLY COMPLETED**
- e. Cllr S Auty to organise date for next Community Centre meeting – Not yet agreed – the idea was to get more people involved - **OUTSTANDING**
- f. Clerk to email DMBC regarding double yellow lines on Tenter Lane/Fox Grove corner with re. to recent car accident and parking on vans causing obstructions – done – response received from Dave Worthington – Cllr Jackson agreed to send the pictures of the situation to Dave Worthington as evidence - **OUTSTANDING**
- g. Quotes for Fabricator work on Children’s Play Area, Gates on Stapleton Road and Wheelchair Access Gate have been obtained – Cllr Pattison to give a further update – small amount of additional work but main requirements now finished and paid for **COMPLETED**
- h. Road Markings – Quaker Lane, Badsworth Road & Low Road West - response received from Dave Worthington – he is to action the markings, but this will be monitored. Problems with parking on verges – Sheffield Road – Dave Worthington had not mentioned the verges in his e-mail returned to the Clerk – this will be followed up – Sheffield Road verges needs a reminder and the surface on Common Lane needs patching and / or replacing - **ONGOING**
- i. Fencing – Stone Wall Behind Library – Cllr Pattison to further update – two more panels were required – additional funding to be requested from SITA - **ONGOING**
- j. Dumping – Guest Lane – **ONGOING** – Cllr Pattison had inspected this previously.
- k. Hairpin Bend – Issues on the bend – muddy and untidy with lots of litter. Cllr Pattison has followed up and Highways at Doncaster MBC have agreed to mend the fence (again) as a one-off gesture and to look at surfacing the pull in on the bend half way down if funding allows in the Summer. Bollards were also requested but Highways deemed these “inappropriate” – **ONGOING**
- l. Trees Request – All three trees received as requested – one paid for by the Warmsworth Environmental Group - **COMPLETED**
- m. Fire Alarm Inspection – Clerk was also looking at a new Centre Booking Form incorporating evacuation procedures and ensuring regular bookers also had this information – Fire Test now weekly (Clerk) and electrical test monthly (Handyman) – New Booking Form would be ready for the May Meeting - **ONGOING**
- n. Trees at Stapleton Road near Lions Football Pavillion – It has been mentioned that the clipping of the trees is an urgent issue, but St Leger have exhausted the budget which then takes in the nesting season which then makes the tree pruning unlikely at least until the end of June. St Leger have been pressed further until the job is completed - **ONGOING**
- o. Parking/Speeding & Various Calming Measures in the Village – Discussed previously – No progress on this. Councillors were asked to report any speeding issues to Cllr Pattison, and she would pass this on to Highways at Doncaster Council – This item would be removed for the present but still monitored **COMPLETED**
- p. Mill Lane Verges –More residents have claimed verges for their own garden decoration, and this prevents some of the parking on them – The gardener / Handyman was due to spread some seed on some of the verges as well – was also suggested for Sheffield Road verges but as an issue had been fulfilled reasonably well - This item would be removed for the present but still monitored **COMPLETED**
- q. Quarry Park Gates – Fixed but not closing properly – This item would be removed for the present but still monitored - **COMPLETED**
- r. Control of Bank Accounts On-line – Arrangements being made to get Nat West Account Online – form is completed and with the Bank. Nationwide form needs signing by the existing signatories and old signatories removed – this will be completed at this meeting and sent afterwards. The Co-operative

Bank although not as essential has now been investigated and the Clerk needs to remove and add accordingly – **PARTIALLY COMPLETED**

- s. Database of phone numbers – Clerk awaiting the numbers from individual councillors to compile a list – **ONGOING**
- t. Letter to residents affected by the Football Club's boot cleaning – there were new sandwich boards instructing what to do but this would be further monitored. The Lions were doing all that they can to assure that this is being policed – a further update would be obtained at the Stakeholder Meeting – **PARTIALLY COMPLETED**
- u. Green Space Event – Cllr Jackson – updated that she had been to a meeting informing of the work done in the Parish, but also attended a "Bees and Wildflowers" Event. She hoped to attend an imminent "Willow Sculpting" Event as well – **ONGOING**
- v. Sidewalls at the Community Centre – Cllr S Auty produced a quote for the grouting and sealing which amounted to £463 + VAT – Expected that this work will be done in April – **ONGOING**
- w. St Leger Homes – Letter requested to SLHD about concerns over an unruly resident in the Flats on Stapleton Road – The Clerk produced evidence that he had reported this through the SLHD Complaint / Contact Portal – no response – Cllr Maxey had also complained and had been told that the company had received numerous complaints and "were aware" of the situation - **ONGOING**
- x. Holiday Inn Wall Repair – Cllr Pattison – dreadful job done; she is following up – **ONGOING**
- y. Gorge Road / Landfill Quarry / Levitt Hagg / FCC Company – The Clerk and Cllr Pattison have followed this up – the matter was being dealt with but the person at FCC has died in service and a replacement has not been appointed yet – **ONGOING**
- z. LDP and the allotments – Clerk has received the necessary intermediate assurances - **ONGOING**

19/063 Public Participation Session

Complaints were received about the past location of a light on the Hairpin and it not being there now – Cllr Pattison would investigate, and parking in front of the shops on Mill Lane – this had been investigated in the past, but too much electrical re-siting would be required and the job building a suitable proper pull-in was difficult and costly.

19/0464 To Consider the Appointment of a Casual Vacancy to the Parish Council

There were still two co-opted vacancies for Councillors to consider. At present, no one had indicated a willingness to serve.

A question was raised about May Elections – the Clerk explained that Councillors were elected for six years this time to align all elections in Doncaster together – the next foreseen elections would be in May 2021, but because of the delayed Brexit European Elections may have to be held at the end of May.

19/065 Update on GDPR

There was the usual shredding of old documents which was quite a task and still ongoing but otherwise there was nothing to report.

19/066 To Receive any feedback from the Appointees to Various Bodies

- a) **Allotments** – Having given this consideration, there were no further issues at present to discuss either in public or confidential – the Committee had not met, and the Clerk agreed to circulate a bulletin from Doncaster MBC to all Councillors detailing how an Allotment should be run.

b) Environmental Group / Playing Fields – Cllr Pattison gave an update – the Clean-up day had been a superb success with co-operation and assistance from the Lions FC, Cricket Club, Warmsworth Environmental Group, Warmsworth Parish Council and local residents. A letter of thanks would be drafted.

The outlying areas of the King George Field had not still been cut and were getting longer – this would also be discussed at the forthcoming Stakeholder Group Meeting. Sarah from the Gala Committee appears to have come to some sort of solution to placing the container at the side of the Lions building. Planning permission would, however, be required. Only a minority of Committee Members of the Lions are insisting on a second gate which would be expensive and totally unnecessary. An update would be obtained at the next Stakeholder Group Meeting.

c) Cricket Club

Cllr Pattison reported that the Club is looking at a couple of days sporting activities on the field in the Easter holidays on 23rd and 24th April. This was on the website.

d) Football Club – Cllr. Maxey reported that the season was nearly at an end, but he would maintain the contact during the summer.

e) PCICC – There had been a meeting, but Chair could not attend, and it was always Wednesdays which were inconvenient. The Clerk indicated that new appointments for the duration 2019 – 2020 would be made at the next meeting in May (AGM).

f) PROW – Meeting is due – Cllr Bennett scheduled to attend.

g) DTUG – No Meeting

h) Don Gorge – Cllr Bennett reported a meeting would be in the next week and there was a litter pick in the gorge on Easter Weekend.

i) Quarry Liaison – Sibelco had been notified that the new representatives from Warmsworth Council would be Cllrs White and Jackson.
Nothing else to report at present.

j) Accounts Inspection – Another inspection was scheduled, in April.

At this point Cllr Pattison took the Chair whilst the Chair excused herself briefly.

k) Staff Liaison – It was reported that the Caretaker had requested to be off all of March and the bookings were fulfilled by the Playgroup staff, Chair, Vice Chair, the Handyman and the Clerk.

l) Gala Committee – The Committee has been re-constituted and was having regular meetings – representatives would be at the Stakeholder meeting to advance their claim for a small amount of land by the side of the Lions building to site a Container.

At this point, The Chair resumed her role in the meeting.

19/067 To Discuss and Receive Correspondence

- a. Community First Yorkshire – Newsletters – Various
- b. Don Gorge – Minutes & AGM - 11/03/19
- c. Don Gorge – March Newsletter
- d. NALC – Newsletters – Various
- e. Northern Powergrid – Newsletters
- f. Northern Gas Networks – Newsletters
- g. S Y Fire & Rescue – Newsletter

- h. Fields in Trust – Update Newsletter
- i. Highways Agency – Survey of King George Field – further e-mail reply
- j. Cllr S Auty – Appeal for articles in Easter Chronicle
- k. Sprotbrough Oral History – Newsletter - March
- l. Caroline Flint – Newsletter
- m. YALC – White Rose Update – January 2019
- n. DMBC – PCJCC – Agenda Papers – 27th March 2019 – Civic Building
- o. DMBC – Voluntary Sector Newsletter – Edition 25

The Clerk had received another reply from the Highways Agency after indicating that there was now no need for an Environmental Survey of the King George Field but it could be a precursor for the widening of the A1 (M) in future – this would have to be closely monitored for future events, but the Agency did indicate that they would keep the Clerk informed.

All items were **noted** without further discussion.

19/068 To Discuss an Action Plan and Ideas for the Field on High Road

Cllr Pattison explained that the Parish Council could face a legal challenge over its claim to the field and that to obtain it for the Parish, it would only possibly be offered at market value which would be expensive. Doncaster MBC Officers had suggested that the Parish Council look into a strong advocate for their case and also designate the field for a specific purpose – it was suggested an Urban Farm – and encompass local schools as advocates and in participation.

The Clerk was delegated for this purpose.

It was also pointed out that a previous petition against building on the field was still valid.

19/069 To Consider Members Items

Summer Activities would be discussed as agreed by members at the May Meeting.

19/070 To Consider Financial Matters.

a) To approve Orders for Payment:

i)	000600	£0.00	Cancelled
ii)	000601	£1,167.29	Handyman Salary & Petrol Mower – March 2019
iii)	000602	£431.02	Caretaker Salary
iv)	000603	£510.43	HMRC – 3 Months – Tax & NI
v)	000604	£1,542.07	Zurich Municipal – Annual Insurance
vi)	000605	£321.00	YLCA – Books & Training
vii)	000606	£168.00	Hedge Clipping – Spring
viii)	000607	£360.00	PKF Littlejohn – Annual Audit – 2017- 18
ix)	000608	£200.00	Warmsworth Gala – Section 137 Grant
x)	000609	£66.00	Anston Pest Control – Allotments
xi)	000610	£936.32	Clerks Salary – March 2019
xii)	000611	£2,785.20	Weld-Tec – Forgings per quote - KGF

RESOLVED: That the above Payments are approved.

- b) Budgets, Bank Reconciliation & Bank Statements – to end of March 2019 – The Clerk produced the latest statement and **APPENDIX II & III** for reference – a breakdown of Grounds Maintenance costs was requested by Councillors and the Clerk would make this available for the next meeting as he would have to do this for External Audit anyway – **Noted**

The Clerk also stated that he would allocate his best endeavours to get control of both the Nationwide and Co-operative accounts and take steps to ensure that the Nat West Account was on line.

- c) Insurance Cover – The Clerk stated that he had canvassed Councillors on a new five-year deal for a similar price to the previous three-year deal which was expiring. Councillors agreed to this – the annual fee subject to any policy alterations and Insurance Premium Tax would be £1,542.07 – This was agreed.
- d) Internal Auditor 2018 – 2019- The Clerk had found a suitable and qualified Internal Auditor for the last financial year – his name is Anthony Stanley – he is local and quoted around £250 – The Clerk had confirmed the Internal Auditors Audit qualifications, but did indicate that although qualifications were useful they were not essential.
- e) External Audit 2018 – 2019 – First Contact had been made and PKF had provided all the necessary documentation – The Clerk was on with this.

19/071 To Consider resolutions notified by Members

There were no resolutions for consideration at this meeting.

19/072 To Consider and Comment of Planning Matters

No Planning Issues had been identified in Warmsworth.

19/073 To Confirm the date of the next Meeting as:

Monday 13th May 2018 at **6.30pm for Annual Meeting of Electors**
and **7pm for Parish Council AGM**

The meeting concluded at 9.00 pm.

19/074 To Move that Press and Public are Excluded

This was not necessary as the Clerk indicated that the previous minutes were only circulated to Councillors and were non-specific and the matter of Don Gorge could also be approved as the one member of the Public present was a member of that committee and knew of the request.

Approval of the previous Confidential Minutes were moved and there was immediate approval of a request to cover insurance from Don Gorge Group.

The matter would be reported as a Section 137 Donation anyway and would be a matter of common knowledge.

£150 had been requested to cover their insurance (as last year) The Clerk had seen the annual accounts and was satisfied. Cllr Bennett disclosed interest in this item.

RESOLVED: That Don Gorge receive a donation of £150 towards Insurance.

The meeting was fully adjourned at 9.05pm.