



WARMSWORTH PARISH COUNCIL COUNCIL MEETING

Minutes of the Meeting held on 10 September 2018 in the
Community Centre, Low Road West, Warmsworth at 7.00pm

Members Present: Cllrs. J Auty (Chair), C Pattison, S Auty, A Bennett & S White.

In Attendance: DMBC Councillor Phil Cole and Mr A. Bosmans (Clerk)

Apologies: None

Members Absent: Cllr C Jackson

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.

The Chair also announced that Cllr L Curtis had tendered his written resignation for "personal reasons" and wished it to go on record that the Council was extremely grateful for his short, but valued tenure.

18/134 To Receive Disclosure of Members' Interests

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

18/135 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.

The Chair reported that she was involved with Item 11 Playschool Lease. The Clerk stated that it may well be necessary to grant her dispensation along similar lines to Cllr White and the Allotments.

18/136 Exclusion of Press and Public

It was agreed to declare Items 12 be deferred, and there were no other items for which Press and Public needed exclusion.

18/137 To Resolve that the Minutes of the meeting held on 9th July 2018 circulated as draft to members, be signed as a true record.

RESOLVED: That the Minutes of the meeting held on 9th. July 2018 be accepted as a true record and signed as such by the Chair.

18/138 Matters Arising

- a. Cllr. Jackson to email points of concern from village walk to all councillors – To be used as a template for the new Handyman / Gardener - **COMPLETED**

- b. 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 - **OUTSTANDING**
- c. Clerk to email standing orders to all councillors – The Clerk has indicated that the Standing Orders need further consideration - **OUTSTANDING**
- d. Cllr. Pattison to contact highways regarding overgrown tress on lane at the end of Common Lane Some of this is being done as programmed but DMBC do not go down the lane to the bottom – Cllr Cole stated he would pursue - **OUTSTANDING**
- e. Cllr S Auty to contact Andrew Scholes regarding overgrown hedge on Sheffield Road on quarry side and the grass verge cutting – Cllr Auty sated that this had been done - **COMPLETED**
- f. Clerk to send a thank you letter to Kerry at Willows thanking her for the shop front display – He had delivered this personally and she was very pleased - **COMPLETED**
- g. Cllr S Auty to email councillors to arrange a date for river walk to check gates – this was done, the gates were padlocked and then illegally “Removed” It is a struggle to know what the resolution to this is as blocking the road off is not feasible as large lorries require access – from time to time - **COMPLETED**
- h. Cllr Pattison to email Neighbourhood Alert app link to all councillors - **COMPLETED**
- i. Cllr Bennett to get a definite quote on 3 noticeboards – Noticeboards have been ordered and acknowledged – the Clerk said he had received communication stating a delay but to his knowledge the boards would be completed before the New Year. It was suggested that new bolts to repair play equipment could be made by these fabricators – Cllr Bennett would investigate – **PARTIALLY COMPLETED**
- j. Clerk to email handyperson/gardener interview scoring, suitable questions and information on people who have applied to Simon, Chris and Alan – New Person has been appointed to start on 1st October – Mr Robert Brothwell - **COMPLETED**
- k. Clerk to email bank statements to all councillors once reconciliation has been done - **COMPLETED**
- l. Cllr Pattison to contact Katie Taylor regarding cleaning MUGA before summer activity sessions – The Clerk was asked to e-mail Katy in Cllr Pattison’s absence to thank DMBC and her personally for her assistance – **PARTIALLY COMPLETED**
- m. Clerk to draft a letter regarding nuisance / antisocial behaviour at library to be sent to residents in area informing them on numbers to contact etc. – done and delivered - **COMPLETED**
- n. Cllr Pattison to email all councillors Christmas light information – The old lights have been removed and new lights installed - **COMPLETED**
- o. Clerk to email Assets Team regarding lease on Stapleton Road building – Clerk awaiting Reply – needs follow up - **OUTSTANDING**

18/139 Public Participation Session

No members of the public were present – Cllr Cole indicated that it had been relatively quiet, and he had nothing to report.

18/140 To Consider the Appointment of a Casual Vacancy to the Parish Council

As reported previously, Cllr Lee Curtis had resigned but a person had come forward for a previously unfilled vacancy. It was proposed that Mr David Maxey, who had previously attended the last meeting and was well know to some Parish Councillors in the community, should be appointed as a Parish Councillor. This was agreed with no objections.

RESOLVED: That Mr David Maxey is appointed to one of the Casual Vacancies as a Parish Councillor for Warmsworth Parish Council subject to signing the Declarations and Register of Interests.

18/141 Review of Standing Orders and Financial Regulations

The Clerk indicated that there was more work to repopulate the Standing Orders than he thought but would produce the revised document in time for the next meeting.

18/142 Update on GDPR

The Clerk reported that his main task now under GDPR was to select and destroy all old records particularly those kept on Planning Consents as these were archived and kept by the Local Authority anyway. He was also reviewing how long the Council kept other records, security with personal and sensitive files and as a recommended measure, would be registering the Council with the ICO (Information Commissioners).

18/143 To Receive any feedback from the Appointees to Various Bodies

- a) **Allotments** – Cllr S Auty has been meeting with the Allotments Committee – the next meeting is imminent. The last, in July, has produced a difficult but necessary debate over the use of Firearms to control vermin.

It was alleged that certain Allotment Holders had, in the past, obtained permission to shoot any pests as a method of containment. The Clerk stated that he had seen the “permit” and it was not a legally binding document, having no endorsement from the Parish Council.

There was then a lengthy debate over the use of weapons on Parish Council Property. The Clerk strongly advised against sanctioning this permission as it was dangerous, not allowed by the Allotment holders Association, or by Doncaster MBC on their properties. Warmsworth Council’s Insurance would not permit it, and any issues arising from the use of firearms, if sanctioned would fall on all the Councillors as appointed or elected.

The Parish Council had also spent over £500 on an extensive programme of rat elimination.

Councillors voted overwhelmingly, with one abstention to ban the use of any form of firearm or air weapon on any of its properties, to take effect immediately.

RESOLVED: That the use of any kind of weapon, firearm or otherwise, be banned from use on any Warmsworth Parish Council property, to take effect immediately.

- b) **Environmental Group / Playing Fields** – Cllr Pattison reported that work on the Woodland Walk was on hold for the time being and it was hoped that the new Gardener / Handyperson would be working closely with the group and that this was part of his brief.
- c) **Cricket Club**
Cllr Pattison reported that she and the Clerk had met and had a constructive meeting with both the cricket and the Football Club – the notes from which were in the Agenda. It is hoped that communication will continue on a quarterly basis with the next meeting planned for some time in January.
- The Cricket Club was also holding another Christmas Dinner for pensioners.
- d) **Football Club** – The Club had confirmed that it agreed for an extension to the side in order to allow a storage facility for the Gala Committee.
- e) **PCJCC** – Nothing to Report
- f) **PROW** – Nothing to Report
- g) **DTUG** – No Meeting – there was a need to appoint a new delegate to replace Cllr Curtis.
- h) **Don Gorge** – Cllr Bennett reported that the litter bin that had been placed in the hairpin area had been knocked down and there was now a debate including Doncaster Council as to who should replace it. Doncaster Council had previously agreed to luminous studs in the road, but these were still awaited .

- i) **Quarry Liaison** – There had not been a meeting but any issues had been covered earlier.
- j) **Accounts Inspection** – Another inspection was due – to be agreed at the next meeting in October.
- k) **Staff Liaison** – Cllr S Auty has had two very useful meetings with the new gardener / handyperson in advance of his official appointment, but there were some concerns with the caretaker not doing little if anything over the summer period. The Clerk would assume responsibility for contacting her and arranging a suitable meeting date to discuss concerns, but it was observed that she is very difficult to get hold of.
- l) **Gala Committee** – the Gala had been a superb success with the extremely good weather helping.
- m) **Neighbourhood Watch** – Nothing to report

18/144 To Discuss Playschool lease and the use of the middle Utility Room in the Community Centre

The Chair indicated that she would discuss the lease and amounts to be paid in future at a later date but indicated that she would like some space in the middle room of the Community Centre to store some of the play equipment which currently bars her entry to her office when not in use. This in turn would free up office space to use it more effectively for private meetings and discussions. The issue of the lease would be kept on the Agenda but would be deferred for the time being.

18/145 To Discuss Replacement of Notice boards

The order for the boards had been acknowledged, but there was a slight delay as there had been some problems with the order of materials. The Clerk was monitoring this and was asked to request two of the old boards be saved for the Allotment holders to make use of.

18/146 To Update Councillors on the Appointment of the Handyperson / Gardener

Councillors had made an appointment as reported previously – Mr Robert Brothwell – who was very enthusiastic and was also keen to work with the various voluntary groups. Cllr S Auty was working alongside him to ensure his induction was as comprehensive as possible.

18/147 To Discuss Arrangements to be in place for Remembrance Sunday

The Clerk would contact the Scouts / Brownies / Guides and other relevant marchers. Cllr S Auty would speak with the Vicar and Cllr Pattison would contact the police. Arrangements for the PA would be brokered between Cllr S Auty and Lee Curtis.

Arrangements would also be made with Mr Brothwell to do some tidying up on Guest Lane.

Cllr Pattison said she would ask Doncaster MBC to make the cemetery tidy for the day.

18/148 To Discuss and Receive Correspondence

- a. Community First Yorkshire – Newsletters - Various
- b. Weld – Tech – Quote for Noticeboards (Including Installation)
- c. Don Gorge – Newsletter – 23rd July
- d. NALC – Newsletters - Various
- e. Sy Fire & Rescue – Newsletters – July & August
- f. Cllr Jackson – List of Actions – Village Walk
- g. Voluntary Sector – Newsletter – Edition 16
- h. Northern Powergrid – July & August Newsletters
- i. Don Gorge Agenda – 13th August Meeting

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- j. Northern Powergrid – Future Worlds Consultation (over 100 pages) can send link on request
- k. Fields in Trust – Community Fields Legacy
- l. Caroline Flint MP – Summer Newsletter
- m. Don Gorge – Fiends Newsletter
- n. Don Gorge – Minutes from Meeting – 13/08/2018
- o. Play Inspections – Annual Playing Field Inspection (In Agenda)
- p. Voluntary Sector – Newsletter – Edition 17
- q. Voluntary Sector – Additional Newsletter
- r. YALC – White Rose Bulletin – July & August 2018
- s. NALC – Chief Executive’s Bulletins

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

18/149 To Consider Members Items

Street scene / Highways information had been discussed earlier.

Letter to Lords Head Lane Residents on Speeding – Cllr Pattison will put together a set of words for the Clerk to print on headed paper.

PAT Testing – The Clerk will liaise and identify a day for this and notify all users of the Community Centre.

Fire Alarm Testing – bit was pointed out that these are taking place every Wednesday by the Chair and the Clerk.

18/150 To Consider, Accept and Act upon recent Play Area Inspection

This was deferred until the next Meeting

18/151 To Consider Financial Matters.

a) To approve Orders for Payment:

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| i) | 000517 | £250.00 | Warmsworth WI – Section 137 Grant |
| ii) | 000518 | £600.00 | Oakwood Garden Services – Fir Tree Trim |
| iii) | 000519 | £407.40 | Anston Pest Control – Initial Rat Extermination |
| iv) | 000520 | £668.00 | Greenfingers - Grounds Maintenance |
| v) | 000521 | £245.34 | YPO - Supplies |
| vi) | 000522 | £991.93 | Clerks Salary – July |
| vii) | 000523 | £431.22 | Caretaker’s Salary |
| viii) | 000524 | £806.00 | J F Monks – Newsletter Printing |
| ix) | 000525 | £177.12 | Water Plus – Used / dirty Water processing |
| x) | 000526 | £326.40 | Doncaster MBC – Play Area Repairs |
| xi) | 000527 | £23.84 | Warmsworth Pre School – Re-imburse provisions |
| xii) | 000528 | £135.00 | Graham Woods – Allotment Road |
| xiii) | 000529 | £45.00 | Yorkshire LCA- Training |
| xiv) | 000530 | £48.07 | YPO – Supplies |
| xv) | 000531 | £582.00 | Botham’s Prestige – 3 x KG Field Cut – mower broken |
| xvi) | 000532 | £789.53 | Kev Tyas – Mower Repair |
| xvii) | 000533 | £956.96 | Clerks Salary – August |
| xviii) | 000534 | £431.02 | Caretaker’s Salary |
| xix) | 000535 | £168.00 | J W Bichan – Hedge Trim |
| xx) | 000536 | £66.00 | Anston Pest Control – Monthly Extermination fee |
| xxi) | 000537 | £840.00 | Jo Halstead – Summer Activities |
| xxii) | 000538 | £78.00 | Play Inspection Company – Annual Inspection Report |
| xxiii) | 000539 | £1,068.24 | Doncaster MBC – Christmas Lighting Work |
| xxiv) | 000540 | £105.00 | Holiday Inn – Interview Room for Gardener Position |

RESOLVED: That the above Payments are approved.

It was also thought that Doncaster MBC and Jo Halstead be thanked for their Summer contribution and that there needed to be a further investigation and discussion over the "annual" payment for the cutting of Allotment Hedges and where this money went.

- b) Budgets, Bank Reconciliation & Bank Statements – to August 2018 – These were circulated and explained with no issues arising and were **Noted**.
- c) External Audit – The Clerk reported that all the information was with the External Auditors PKF for scrutiny and he awaited the outcome. This was very late this year - **Noted**

18/152 To Consider resolutions notified by Members

Cllr Pattison had asked for a discussion following the PCJCC having identified certain roads for patching / repair work in Warmsworth – this was on going and no resolution was passed.

18/153 To Discuss matters notified by members / Clerk or carried over from the last meeting

(Unless listed below, no resolutions may be moved under this item)

a) **Front Hall Floor and Roof** – Unfortunately it was reported that due to unforeseen problems with the existing floor, work had over run which meant that certain bookings had to be informed. The new floor could not be like for like and was instead solid because of the way the supports had been originally laid. Replacement would have been a long and costly job so was no longer wooden but solid.

Pre-school had been using the New Hall instead with some problems, but only minimal.

b) **New Door / Door Entry System** – Quote had been obtained from the supplier, but it was unsure whether the door was inward or outward opening – The Chair would clarify this.

c) **Parking/Speeding & Various Calming Measures in the Village** – Discussed previously – No progress on this.

d) **Neighbourhood Plan / LDP** – Still awaiting further clarification on LDP by DMBC. Cllr Pattison had spoken with Helen Mc Cluskie at Doncaster MBC who had stated that 95% of the sites identified in the Plan were in place and when the plan is ready for consultation an e-mail will be sent.

The report was believed to be released in Draft form later in the month.

e) **Gala Appeal for Storage Space** – Permission has been obtained for this to be investigated – it was now down to the Gala Committee to look at suitable options and costings.

f) **Summer Activity Request** – The Clerk was asked to express thanks to Jo Halstead – the events had been a terrific success.

g) **Bus Shelter and Crossing** – This had not been completed satisfactorily and Cllr Jackson was still on the case.

h) **Mill Lane Verges** – Still ongoing

i) **Quarry Park Issues** – This still awaits the finance to proceed any further.

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- j) **Christmas Lights Upgrade and Tree Trim** – Cllr Pattison had done a wonderful job in conjunction with the supplier. The old lights had been removed and new lights installed. Work was also proceeding on the new lighting supplies for columns on streetlights in the village.
- k) **Condition of Bridge** – Guest Lane – still an outstanding issue – It was thought that no further progress could be made with Network Rail but that the new gardener could maybe tidy this area a little. This item should no longer be on the Agenda.
- l) **Fire Risks** – Chair had received a procedural check list which would be kept in the kitchen area. Clerk still to action low risk items identified by South Yorkshire Fire Inspector – this was still to be discussed when the Clerk meets the Chair.
- m) **Quarry Park Gates** – There was some issue as to whether these had been mended – it was agreed to leave this item on for the time being.
- n) **Copse / Holt Junction**
There was still a need to get this area tidied up – the Warmsworth Environmental Group and the new gardener could do some of this, but this would be a gesture of goodwill to Doncaster MBC and not a precedent.

18/154 To Consider and Comment of Planning Matters

18/02110/FUL – Extension / Conversion of garage & first floor extension at the side – 43 Tenter Lane
This was circulated – there were No Observations.

18/155 To Confirm the date of the next Meeting as:

Monday 8th October 2018 at 7.00 pm

The meeting concluded at 9.55 pm.

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