



# WARMSWORTH PARISH COUNCIL COUNCIL MEETING

**Minutes of the Meeting held on 12th November 2018 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:** DMBC Councillor Phil Cole, 3 members of the public and Mr A. Bosmans (Clerk)
- Apologies:** Cllr. A Bennett
- Members Absent:** None

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.

## **18/179 To Receive Disclosure of Members' Interests**

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

## **18/180 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 1<sup>st</sup> May 2019 on Agenda items concerning the allotments.

## **18/181 Exclusion of Press and Public**

As this was a full meeting, Chair suggested that there needed to be consideration of previous confidential business, but as this was only a report back, it could be deferred to January 2019 as Confidential if there was no time – All Councillors agreed to this.

## **18/182 To Resolve that the Minutes of the meeting held on 8th October 2018 circulated as draft to members, be signed as a true record.**

**RESOLVED:** The Minutes of the meeting held on 8<sup>th</sup>. October 2018 be accepted as a true record and signed as such by the Chair.

## **18/183 Matters Arising**

- 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 - **OUTSTANDING**
- b. Clerk to email standing orders to all councillors – The Clerk has indicated that the Standing Orders need further consideration – This was an item on the Agenda – **COMPLETED**
- c. 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 – The Clerk had sent a reminder to Cllr Cole, but it was now thought

- that the lane was accessible to pedestrians and only the occasional vehicle from the water company needed access - **COMPLETED**
- d. Cllr Bennett to get a definite quote on 3 noticeboards – Noticeboards have been ordered and acknowledged – the Clerk said that the noticeboards were now all in place and the invoice was due to be signed. Councillors remarked that the new noticeboards were excellent – **COMPLETED**
  - e. Cllr S Auty to email Clarissa regarding road barriers and litter on “snickets” for an update raised at village walk – Cllr Jackson reported the issue to Doncaster MBC but not a lot has been actioned – she will continue to monitor, and the Gardener had been asked to look at the snickets in Lords Head Lane - **OUTSTANDING**
  - f. Clerk to register with ICO - **OUTSTANDING**
  - g. Clerk / Cllr Pattison to email Dan Knight & John Knapp regarding Remembrance Sunday – After prompting there had been a response of sorts indicating that there could be a police presence. The Clerk had letters ready to send to all participants – the event was well attended by everyone – the police presence was also welcomed – The Clerk was asked to send thanks to everyone concerned – **PARTIALLY COMPLETED**
  - h. Clerk to check 'Community Fields Legacy' in agenda - **OUTSTANDING**
  - i. Cllr S Auty to liaise with allotments committee regarding hedge payment – it was agreed to ask Bichan’s who cut the hedges on the King George Field to do this as required – the issue of payment is to be investigated by the Clerk to see if it has been a regular thing this had been deferred to the Allotments Committee and a meeting had taken place between the Council and representatives of the Committee over the lease – **COMPLETED**
  - j. All councillors to email Andrew with objections etc to proposals on Local Development Plan - **COMPLETED**
  - k. Clerk to email colour copy of Standing Order to all councillors - **COMPLETED**
  - l. Clerk to give Sam Robertson a copy of drainage report for cricket club from Yorkshire Water – Cllr Pattison been given a file on last drainage installation to hand over (but to be returned) - **COMPLETED**
  - m. Clerk to give Sam Robertson a copy of drainage report for cricket club from Yorkshire Water – Cllr Pattison been given a file on last drainage installation to hand over (this was returned at the Council meeting) - **COMPLETED**
  - n. Clerk to email to all councillors a copy of the cricket club/football club minutes from last meeting – Councillors received a draft of the notes from the meeting in July – other interested parties to be circulated – the Clerk stated that the notes would be issued for the next meeting of the three organisations in January and were only in Draft form but Councillors had sight of these minutes the meeting before last. – **COMPLETED**
  - o. Clerk to email Chris copies of football and cricket leases – “Hard” Copies available but e-copies cannot be found – The Clerk will let Cllr Pattison have the necessary copies - **PARTIALLY COMPLETED**
  - p. Chair to check with Robin at Warmsworth Lions regarding receipt of invoice of mower repair – Clerk has done this – no need to check as they have been invoiced and it is paid - **COMPLETED**
  - q. Clerk to check on invoice for rent with Warmsworth Lions for April – they have been invoiced and it has been paid - **COMPLETED**
  - r. Chair to give Robin’s contact details to Cllr. Maxey so that he can liaise re football club meetings – Cllr Maxey has made initial contact - **COMPLETED**
  - s. Cllr S Auty to put Neighbour Alert details in chronicle for all residents to access – Next Chronicle due – **COMPLETED**
  - t. 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 – contact with Dave Chadbourne over issues on the Play Area has not yet been done – **PARTIALLY COMPLETE**
  - u. Clerk to order 'no dogs' sign for play area and 'fire assembly' sign for community centre – On Order – awaiting delivery - **PARTIALLY COMPLETE**
  - v. Clerk to send out letters re. Remembrance Sunday – all letters with copy of Service have been sent as invitations – Marshall has also agreed to attend and officiate - **COMPLETED**
  - w. Cllr S Auty to organise date for next Community Centre meeting – Not yet agreed – it was thought that it should now be left until January - **OUTSTANDING**
  - x. 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 – awaiting response – **PARTIALLY COMPLETED**

### **18/184 Public Participation Session**

Two members of the public present were very concerned about the recent quarry blasting. It was not the fact that the blasts took place, but more the magnitude of the blast and how much land under properties had been damaged.

Several Councillors stated that they had received complaints. Cllr S Auty stated that the Council, alongside Doncaster MBC Environmental Department had been asked to a meeting on 11 December after local residents had contacted the quarry owners Sibelco about their issues but had received rather poor responses.

Councillors agreed to circulate all affected residents with a letter requesting their concerns about the blasting and other issues to take to this meeting – a deadline of 30<sup>th</sup> November was set as Cllr S Auty had agreed to coordinate the views and attend the meeting with Cllr S White.

Initially, the Clerk would draft the letter to be printed and distributed and place the same issue on the website.

**RESOLVED:** That a letter be drafted to all concerned residents about recent activity in the quarry by Sibelco, drafted by the Clerk but co-ordinated by Cllr S Auty to gather residents views on the activity to present at a meeting arranged by Sibelco and Doncaster MBC on 11<sup>th</sup> December.

It was also reported that red studs had been placed on the hairpin which had been requested some time ago.

At this point, Cllr C Jackson requested that she be excused as she was feeling unwell. The meeting was still quorate.

### **18/185 To Consider the Appointment of a Casual Vacancy to the Parish Council**

The latest vacancy had not been contested and there were still two co-opted vacancies for Councillors to consider. At present, no one had made themselves available.

### **18/186 To Formally Adopt Standing Orders and Financial Regulations**

These had been adopted in principle and taken away by Councillors for consideration. Although alterations were minimal, a new template needed to be adopted. There were no subsequent issues and both documents were adopted without amendment.

**RESOLVED:** That the Standing Orders and Financial Regulations be accepted in full without subsequent amendment.

### **18/187 Update on GDPR**

The Clerk reported that his main task now under GDPR was to continue 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 had now registered the Council with the ICO (Information Commissioners).

### **18/188 To Receive any feedback from the Appointees to Various Bodies**

- a) **Allotments** – The Committee has lost a few members due to family commitments etc. but are doing a great job down there.

They will be having their winter meetings at the community centre until probably the March meeting.

The old noticeboards have been delivered and they will soon be put to good use on the allotments to help with communication to the allotment users.

The next meeting is scheduled for Saturday 17<sup>th</sup> November at 10am. It was reported that there had been some concern that the meeting time had changed from 3pm to 10am – Cllr S Auty, who has represented the Council on these meetings for some time acknowledged that there may be issues about publicising the meeting dates, but the time had not changed for at least a year or so.

- b) Environmental Group / Playing Fields** – Cllr Pattison reported that £15k has been allocated by Doncaster Council for pathway refurbishment, the quarry park having some cash allocated but nothing will be progressed before the Christmas period.

The Wall by the library will have the work done on it shortly – contractors have been appointed but work is unlikely before Christmas.

The Environment Group was also concerned that although the grass on the King George Field has been cut, the edges were being missed – The Clerk stated that the Cricket Club was asking for its money to cut the grass according to the agreement but was asked by Councillors to query this as the job was incomplete.

**c) Cricket Club**

The Club has appointed a new part-time steward who would be working on Fridays from 4pm, Saturdays all day 12 to midnight, and Sunday 12 to Closing Time.

The Christmas Party would also be taking place again this year for pensioners.

The Clerk was asked to line up a meeting with the Club Committee to discuss the lease.

The two trees which were cut down as diseased some time ago are ready to be replaced by Doncaster MBC who have ordered them and indicated they will be planted in December.

- d) Football Club** – The Club had asked for the re-negotiation of their lease, but there were issues over grass cutting, who was responsible, and they were looking for a rebate. Councillors agreed not to reduce the rent at present and tasked the Clerk to line up a meeting with the Club Committee to discuss the lease.

Councillor D Maxey had agreed to be the Council's representative to the Lions Football Club and had introduced himself accordingly. Meetings of the football club were on the same night as the Parish Council, but he hoped to attend when he could.

- e) PCJCC** – Due to meet on Wednesday 14<sup>th</sup> November.

- f) PROW** – Nothing to Report

- g) DTUG** – Has met but this role is currently vacant.

- h) Don Gorge** – Cllr Pattison reported that a plaque has been ordered for the site of the lime kilns and a second plaque has been ordered for Levitt Hagg.

- i) Quarry Liaison** – As previously reported, because of environmental concerns by residents, Sibelco have agreed to meet with Councillors and DMBC Officers on 11<sup>th</sup> December.

- j) Accounts Inspection** – Another inspection had taken place with no issues highlighted – the next due in January 2019.

- k) **Staff Liaison** – Nothing to report – a confidential staff matter had been discussed with Press and Public Excluded and would be reported back in due course.
- l) **Gala Committee** – There was a slight crisis as this Committee only had 3 devoted volunteers at present. An Emergency Meeting was planned, and the Parish Council had agreed to display the publicity for this on the website and in its noticeboards.
- m) **Neighbourhood Watch** – Nothing to report except the “Neighbourhood Alerts” scheme link is to be reported in the Chronicle and the Clerk was asked to contact the library to see if there was anything that could be sent to the Parish Council to report at meetings. A resident on Stapleton Road is being dealt with by St Leger Homes over several incidents of threatening behaviours to other residents.

#### **18/189 To Discuss Replacement of Notice boards**

These were now in place and looked good – The Clerk offered to show pictures of all three boards in situ.

#### **18/190 To Update Councillors on the work of the Handyman / Gardener**

Rob is in full swing and really enjoying his role.

Green waste he is collecting is going ok into the community centre & cricket club bins at present, but the feeling was that this may not be enough going into Spring & Summer.

Cllrs S Auty & C Pattison will be meeting with DMBC to discuss this and The Clerk was also asked to put a request in the budget to possibly look at another bin at the centre if we feel we need it next year.

Cllrs. S Auty, C Jackson & C Pattison alongside Rob, spent Friday morning gardening and litter picking down Guest Lane for the Remembrance Sunday parade and filling in a few potholes.

Rob has built a small fence around the Christmas tree to prevent any damage occurring to the electricity box there. He has scheduled in a light trim of the allotment hedge in the coming weeks and has also put a bit more hardcore on the potholes there.

An arrangement has been put in place so that any green waste collected by the Gardener / Handyman will be disposed of at no extra cost by Doncaster MBC.

#### **18/191 To recap on Arrangements put in place for Remembrance Sunday**

As reported previously, the event went very smoothly, both the police and John Knapp were on hand to marshal the attendees and Lee Curtis arranged the pa. The event was attended by over 200 people and it was thought to be a great success – The Clerk was asked to write and thank all the main attendees for their efforts on the day.

#### **18/192 To Discuss and Receive Correspondence**

- a. Community First Yorkshire – Newsletters – Various
- b. Liz Reeve – Trans Pennine Trail – 1989 – 2019 – Any Ideas?
- c. NALC – Newsletters – Various
- d. Zurich Insurance – Bulletin on Tree Liabilities & Memorial / Cemetery Management
- e. Don Gorge – Friends Newsletter
- f. Liz Reeve – Funding from Aviva for cyclist groups
- g. Don Gorge – Minutes from Meeting – 8/10/2018
- h. Voluntary Sector – Newsletters – Various
- i. Gala Committee – Emergency Meeting – 15/11/2018
- j. Northern Powergrid – October Newsletter
- k. ICO – registration Confirmation
- l. Alysia Vasey – Yorkshire Foragers – Response to our Lords Head Lane Letter – **To Read at meeting**

- m. Fields in Trust – Update Newsletter
- n. YALC – White Rose Bulletin – October 2018
- o. Smith Craven – Tax & Tips – Budget 2018
- p. Doncaster MBC – LDP – Acknowledgement of Response – **Response Attached to Minutes**

All items were **noted** without further discussion. Item l was a response welcoming the letter to residents down Lords Head Lane and item p was attached to the Agenda for Councillors to read having previously been circulated.

### **18/193 To Consider Members Items**

- a) Sibelco and Blasting at the Quarry had been previously dealt with in the meeting.
- b) Gala Container to be sited at the side of the Lions Club Pavillion – The Lions had now agreed to this and the matter was back with the Gala Committee for costings and options.
- c) State of the Road – Grosvenor Crescent – Cllr Pattison had reported that the road had not been repaired satisfactorily and she had made Dave Worthington aware of this. It was being referred back to the contractor.

### **18/194 To Consider Financial Matters.**

- a) To approve Orders for Payment:

i)	000548	£936.32	Clerks Salary – October
ii)	000549	£734.11	Gardener's Salary
iii)	000550	£431.22	Caretaker's Salary
iv)	000551	£510.54	HMRC – 3 Months
v)	000552	£840.00	Joe Halstead – Summer Play
vi)	000553	£734.00	Greenfingers
vii)	000554	£66.00	Anston Pest Control (Monthly)
viii)	000555	£2,103.60	Furniture @ work – Cupboards
ix)	000556	£324.98	Gardener – Out of Pocket Expenses – Equipment

**RESOLVED:** That the above Payments are approved.

- b) Budgets, Bank Reconciliation & Bank Statements – to October 2018 – The Clerk produced the latest statement and said he had only just received it but would send everyone by e-mail an updated reconciliation and details of Actuals against Budget later that week. - **Noted**
- c) External Audit – The Clerk reported that all the information was with the External Auditors PKF for scrutiny and he was annoyed that the deadline for PKF to send their audits back was 30<sup>th</sup> September. He therefore decided to object to YLCA and had received a reply indicating that there had been some problems with capacity at PKF and that they were working with YLCA an NALC to rectify the situation. He was happy to report that although some questions over the wording were still to be tackled it appeared from the correspondence, he had only just received from PKF, that the accounts had been accepted and properly audited and that PKF had waived their fee.

The Clerk was thanked, and the reports were all **Noted**.

The Clerk was asked to clarify the position over the storage of a small amount of petrol in the Cottage for the strimmer.

### **18/195 To Consider resolutions notified by Members**

None were notified

**18/196 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** – Done with some snagging work still to be done – Cllr J Auty was onto Doncaster MBC concerning this – **PARTIALLY COMPLETED**
- b) **New Door / Door Entry System** – There has been a recent issue with the door handle which has now been rectified. Mick Wolsey has also returned to replace the doors which were not fit for purpose and the alarm / entry system will be looked at in the new Budget. **COMPLETED**
- c) **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 - **ONGOING**
- d) **Bus Shelter and Crossing** – This had not been completed satisfactorily – still ongoing – the area is under water when it rains and needs a tidy up - **ONGOING**
- e) **Mill Lane Verges** – More residents have claimed verges for their own garden decoration and this prevents some of the parking on them - **ONGOING**
- f) **Quarry Park Issues** – This still awaits the finance to proceed any further and had been discussed previously - **ONGOING**
- g) **Christmas Lights Upgrade** – the Tree lights had been installed and were working – Cllr Jackson was wanting to arrange a switch on and this had been left to her. The lights will remain on day and night this year as the electricity involved in usage is minimal with the lights being energy saving – **PARTIALLY COMPLETED**
- h) **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. The Alarm inspection is due – Clerk to book the inspection. **ONGOING**
- i) **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 **PARTIALLY COMPLETED**
- j) **Copse / Holt Junction**  
Doncaster Council had undertaken a full cleanse – the shrubbery has not been replaced but Doncaster MBC have been notified and will correct as soon as they can – **PARTIALLY COMPLETED**
- k) **PAT Testing** – Booked for 31<sup>st</sup> October - **COMPLETED**
- l) **Fire Alarm Testing** – As indicated above – needs its annual inspection – **OUTSTANDING**

**18/197 To Consider and Comment of Planning Matters**

18/02557/FUL – Change of Use – Café – 53 High Road – the only observation was if there had been any mention of how many vehicles were to be stored there otherwise “No Observations” – it was reported that the owner of the site had consulted himself with local residents.

**18/198 To Confirm the date of the next Meeting as:**

Monday 14th January 2019 at 7.00 pm

The meeting concluded at 9.25 pm. The Councillors then moved that Press and Public not be excluded for a couple of Confidential Items, and that this be deferred until January meeting.

