

MINUTES OF THE ANNUAL MEETING OF ARMTHORPE PARISH COUNCIL
HELD IN ARMTHORPE COMMUNITY CENTRE, WELFARE PARK, CHURCH
STREET, ARMTHORPE, ON TUESDAY, 1ST MAY 2012

PRESENT:-

Councillors J.R. Armstrong, E. Butler, T. Corden, L.S. Dickman,
M.J. Doran, V. Doran, P.J. Farrell, P.A. Hanson, V. Jennings,
C.J. McGuinness, S.L. McGuinness, S.A. Pickles and F.J. Tyas.

APOLOGIES

Apologies for absence were received from Councillors A. Brown and
A.J. Brown.

1. APPOINTMENT OF CHAIRMAN

RESOLVED

- (1) that Councillor V. Doran be appointed Chairman of the
Parish Council for the ensuing year;
- (2) it be noted that Councillor Doran had signed her statutory
Declaration of Acceptance of the Office of Chairman of the
Council.

2. APPOINTMENT OF VICE-CHAIRMAN

RESOLVED that Councillor F.J. Tyas be appointed Vice-
Chairman of the Parish Council for the ensuing year.

3. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

RESOLVED that the following declarations made at the meeting
be noted:-

Councillor V. Jennings - Minute 12 relating to Allotments.

Councillor V. Doran - Minute 14 relating to cheque no. 507728.

Councillor C.J. McGuinness - Minute 15 relating to Planning and
he left the meeting during consideration of the same.

4. CHAIRMAN'S ALLOWANCE

RESOLVED that the Chairman's Allowance be fixed at £400.00
for the ensuing year.

5. MEETING ARRANGEMENTS

RESOLVED that a meeting of the Council be held at the
Community Centre on the first Tuesday in each month at
7.00 p.m., except

Initials

- (a) during the month of August which shall be the recess; and
- (b) in other months where the Clerk (in consultation with the Chairman and/or Vice-Chairman) makes alternative arrangements.

6. COMMUNITY CENTRE AND GENERAL PURPOSES COMMITTEE

RESOLVED

- (1) that the Community Centre and General Purposes Committee continues to meet and to exercise all the powers and functions of the Council relating to:
 - (a) the Community Centre project (including the power to co-opt up to seven Members to the Committee) except that the Committee shall not be empowered to authorise the borrowing of money or issuing a precept or deal with matters relating to the operation of the bar in the Community Centre;
 - (b) all forms of entertainment to be provided by the Council including the fireworks display and to make the appropriate arrangements each year;
 - (c) the Annual Christmas Tea and Social for elderly residents of Armthorpe, including the power to incur expenditure for this purpose under the provisions of Section 137 of the Local Government Act 1972;
 - (d) the duties and responsibilities of the Sports and Recreation Officer, including determining the income and expenditure relating to the services provided by him/her and all other matters associated with the post;
- (2) that membership of the Committee comprise (on a rotational basis) thirteen Members of the Parish Council;
- (3) that meetings of the Community Centre and General Purposes Committee be held on the third Tuesday in each month at 7.00 p.m., (except August and other months where the Clerk [in consultation with the Chairman and/or Vice-Chairman] makes alternative arrangements).

7. FINANCE COMMITTEE

RESOLVED

- (1) that the Finance Committee continues to meet to consider the following matters:-

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- (a) To exercise budgetary control of the Council's estimates throughout each financial year, supervision of the administration and other matters relating to the Council's accounting records and procedures, including arranging from time to time an internal audit of the same and to report any findings and make recommendations to the Council (as per Minute 110/96);
 - (b) To have delegated authority to carry out all the powers and duties of the Council relating to the operation of the bar in the Community Centre, including appointment of casual bar staff, hours of duty, rates of pay, setting the bar tariff and purchasing of necessary equipment and drinks (as per Minute 8/99);
 - (c) To identify (within the Council's statutory powers) and prioritise any projects which the Committee feels will benefit the community and to make recommendations in respect of the same to the Council, together with estimates of the costs;
 - (d) To make recommendations to the Council on staff salaries and rates of pay, including annual pay awards;
- (2) that membership of the Committee comprise (on a rotational basis) thirteen Members of the Parish Council;
 - (3) that the Committee shall meet on the fourth Tuesday every four months at 7.00 p.m., (except August and other months where the Clerk [in consultation with the Chairman and/or Vice-Chairman] makes alternative arrangements).

8. STAFFING COMMITTEE

RESOLVED

- (1) that the Staffing Committee continues to meet and have delegated authority to exercise all the powers of the Council to make appointments to permanent posts of the Council, including determination of terms and conditions of service, grievances, etc. and dismissal of all such employees, except that the appointment of the Clerk to the Council and his/her terms and conditions of employment shall be determined by a special meeting of the whole Council;
- (2) that membership of the Committee comprise Councillors A. Brown, V. Doran, P.J. Farrell, P.A. Hanson, V. Jennings, C.J. McGuinness and S.L. McGuinness;

Initials

- (3) that meetings of the Committee be called by the Clerk to the Council (after consultation with the Chairman and/or Vice-Chairman of the Committee) when it is considered appropriate for matters to be considered at such a meeting.

9. DISCIPLINARY AND GRIEVANCE APPEALS PANEL

RESOLVED

- (1) that the Disciplinary and Grievance Appeals Panel have delegated authority to exercise all the powers of the Council in relation to the determination of employee appeals from decisions of the Staffing Committee;
- (2) that membership of the Panel comprise five Members of the Council who are not Members of the Staffing Committee, namely, Councillors T. Corden, L.S. Dickman, M.J. Doran, S.A. Pickles and F.J. Tyas;
- (3) that meetings of the Panel be called by the Clerk to the Council (after consultation with the Chairman and/or Vice-Chairman of the Committee) when it is considered appropriate for matters to be considered at such a meeting.

10. FREEMEN COMMITTEE

RESOLVED that the Freemen Committee make recommendations to the Council regarding (amongst other things):-

- (1) updating the eligibility criteria for nominations for any future awards of Freemen and/or Freewomen of the Parish of Armthorpe;
- (2) submitting nominations for the grant of the title of honorary freemen/women of the parish to “persons of distinction and persons who have, in the opinion of the Council, rendered eminent services to their place or area”;
- (3) that membership of the Committee comprise five Members of the Council appointed at the Annual Meeting of the Council;
- (4) that as the award of honorary freemen or freewomen of the parish is the highest award the Parish Council can make, meetings of the Committee be determined by the Council on an infrequent basis and (generally) at not less than eight yearly intervals from 2010, (as per Minute 5 (4) of the Freemen Committee meeting held on 22nd June 2010 and approved by the Council at a meeting held on 6th July 2010, Minute 44).

Initials

11. MINUTES

RESOLVED that the Minutes of the meeting of the Council held on 3rd April 2012 (copies of which had previously been circulated to each Member) be approved as a correct record and signed by the Chairman.

12. ALLOTMENTS COMPETITION

RESOLVED

- (1) that owing to the lack of interest in last year's allotments competition, no competition be held this year and tenants be asked to indicate if they want to compete in one next year and if so to indicate their preferred format;
- (2) that arrangements be made for the grass to be cut along the path at the Mercel Avenue allotment site.

13. BURIALS

RESOLVED it be noted that since the last meeting of the Council, there had been 1 interment and 4 interments of cremated remains at the Rands Lane burial ground.

14. ACCOUNTS FOR PAYMENT

RESOLVED

- (1) that the following schedule of accounts paid or for payment be approved:-

	£		
D. Cooke	377.58	Gardening charges	507718
D. Cooke	10.00	Petrol	507719
HMRC	2,067.82	Tax, National Insurance	507726
South Yorkshire Pensions Authority	989.74	Superannuation contributions	507727
Councillor V. Doran	120.00	Telephone (Chairman's Allowance)	507728
Yorkshire Local Councils Associations	984.00	Annual subscription	507729
Employees	7,034.53	Pay	507731-507742
Doncaster M.B.C.	288.66	Grounds maintenance	507745
Doncaster M.B.C.	2.00	Rent - Briar Road playing field	507746
Doncaster M.B.C.	144.79	Refuse collection - Burial ground	507747
Yorkshire Water	48.16	Water charges - Burial ground	507748
Yorkshire Purchasing Organisation	120.48	Copy paper, envelopes etc.	507750
A. Hughes	100.00	Donation (Chairman's Allowance)	507753

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- (2) that the following schedule of accounts paid or for payment which was approved by the Council's Community Centre and General Purposes Committee on 17th April 2012, be noted:-

	£		
B.A. Cheetham	165.00	Stocktake fees	507707
Gas & Hire Ltd.	11.88	Cylinder hire	507710
Yorkshire Purchasing Organisation	58.72	Sports equipment & copy paper	507711
British Gas Business	3,168.98	Gas charges	507713
Trador Marketing Ltd.	225.00	Art & craft sessions x 4	507714
DCLT	180.00	Splash swimming fees	507716
A.G. Barr plc	40.45	Soft drinks	507720
A. Campbell	25.00	Honoraria	507721
T. Disdel	250.00	Aromatherapy sessions x 4	507722
M. Brookes	395.00	Beauty therapy sessions x 8	507723
Aircon Refrigeration Ltd.	99.00	Annual service	507724
PHS Group plc	1,132.21	Sanitary disposal - annual charge	507730

15. PLANNING APPLICATIONS

RESOLVED

- (1) that details of the 3 applications submitted to Doncaster Borough Council since the last meeting of the Parish Council for planning permission to carry out development in Armthorpe, be noted; and
- (2) that in respect of the application to erect a 1.8 metre high wooden boundary fence at 20 Cleveland Road, the Borough Council be:-
- (a) requested to arrange for Members of the Planning Committee to visit the site to view the proposed development;
- (b) informed that the Parish Council objects to the proposed development on the grounds that it is not in keeping with the area and is detrimental to the visual amenity of the street scene;
- (c) asks that if it is minded to approve the proposed development, it imposes a condition in the planning permission requiring the fencing materials to be subject to the approval of the local planning authority;
- (3) that no objections or comments be submitted to the Borough Council in respect of the 2 remaining applications considered;

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- (4) it be noted that the public inquiry to be held on 26th June 2012, into the appeal submitted against refusal of a planning application (10/01725/OUTM), in respect of the proposed residential and commercial/employment development on land on the east side of Hatfield Lane, would be held at Armthorpe Community Centre;
- (5) that leaflets providing information about the public inquiry be prepared and distributed to local residents.

16. WARD MEMBERS' REPORTS

RESOLVED that Ward Councillors T. Corden and C.J. McGuinness be thanked for reporting and supplying information on the following matters:-

- (1) Doncaster Borough Council is in the process of adopting the roads and footways on the Southmoor Estate, as highways maintainable at public expense;
- (2) the footways on Nutwell Lane will be repaired before the road surface is renewed;
- (3) the footpath leading to Sandal Beat Wood has been cleared of obstructions and debris;
- (4) the street cleaning schedule has now been received but it is incomplete as it does not specify where cleaning is being carried out on the various days;
- (5) on 11th May 2012 Members of the Planning Committee will be visiting the site of the former Gertrude Bell Hall on Church Street, which is being used for car sales, prior to considering the planning application on 15th May;
- (6) construction of the play park on the Wickett Hern Road playing field is scheduled to commence at the end of May;
- (7) horses belonging to travellers are still being grazed on the Wickett Hern Road playing field but this is being investigated;
- (8) an order has been placed to resurface the entrance to Shaw Wood, which is situate outside 48 Basil Avenue;

17. GRANTS TO OUTSIDE BODIES

RESOLVED that in accordance with its powers under Section 137 of the Local Government Act 1972, the Council should incur expenditure in the sum of £50.00 to Children with Cancer, as in the Council's opinion, the payment is in the interests of the area or part of it or all or some of its inhabitants and will benefit them in a manner commensurate with the expenditure.

Initials

18. JOSEPH LOWCOCK

RESOLVED

- (1) that the contents of a letter be noted from Joseph Lowcock, seeking financial assistance towards his costs in representing the Yorkshire Terriers in next year's Australian Rugby Tour; and
- (2) that a donation of £100.00 be made from the Chairman's Allowance and he be advised to make an application for a grant from the Armthorpe Pools Estate Charity.

19. BRIAR ROAD PLAYING FIELD

RESOLVED

- (1) that the contents of a letter received from the secretary of the Wheatsheaf Football Club (ex Acorn Football Club), requesting use of the Briar Road playing field for the forthcoming 2012-2013 season, be noted;
- (2) that the request be approved, subject to the Club accepting the following terms and conditions:-
 - (a) the Club provides its own nets and corner flags;
 - (b) the Club marks out the pitch;
 - (c) the Club arranges third party insurance to indemnify participants and the Council against any liability howsoever arising out of the use of the pitch, including any damage or personal injury to spectators, their personal effects and adjoining residents and their property and provides a copy of the same to the Council;
 - (d) after using the pitch, the playing field is left in a clean and tidy condition;
 - (e) no nuisance is caused to residents living adjacent to the field and/or the Parish Council;
 - (f) no motor vehicles are permitted to park within the fenced areas of the playing field;
 - (g) the Council reserves the right to withdraw the permission hereby granted at any time upon written notice to the Club;

Initials

- (h) the Council reserves the right to allow any other persons, organisation or club to use the playing field at any time other than on the Sunday mornings during the football season when the Wheatsheaf Football Club is using the same.

20. QUEEN'S DIAMOND JUBILEE

RESOLVED that the contents of a letter received from Doncaster Borough Council, enquiring if the Parish Council is organising any events to celebrate the Queen's Diamond Jubilee and offering help and advice, be noted.

21. FORTHCOMING EVENTS

RESOLVED that the contents of a letter received from the office of the Civic Mayor of Doncaster, regarding the following forthcoming events, be noted:-

- (a) Friday 1st June 2012 - Civic Mayor's Inaugural Banquet and Ball
- (b) Saturday 2nd June 2012 - Celebratory Service to mark the Diamond Jubilee of Her Majesty Queen Elizabeth II
- (c) Saturday 16th June 2012 - Civic Service and Parade
- (d) Saturday 30th June 2012 - Doncaster Armed Forces Day 2012.

22. DMBC - VARIOUS MATTERS

RESOLVED

- (1) that the following replies received from Doncaster Borough Council to complaints made by the Parish Council, be noted:-
 - (a) alleged unauthorised erections of 8ft boundary fence at 1 Gunhills Lane and 6ft high boundary fence at 67 Nutwell Lane - the complaints will be investigated by the Planning Investigations Team and an update provided within 3-4 weeks;
 - (b) request for weight restrictions on Gunhills Lane - this road is similar to Rands Lane, Cow House Lane, Holmewood Lane, etc. which serve the industrial estates and share the industrial traffic. Traffic Management and South Yorkshire Police feel that such a restriction is unenforceable and therefore would not be supported;

Initials

- (c) the network of roads are the priority regarding gritting of roads and footways in the winter months and these priorities are being reviewed over this summer for the coming winter and roads/footways in the vicinity of senior citizens dwellings will be considered as part of the priorities;
- (d) Armthorpe would be included in any Borough wide gritting plan;
- (e) the enquiry regarding the unauthorised use of the site of the former Gertrude Bell Hall has been passed to the Planning Investigations Team and to date there has been no response;
- (f) the trapped and broken stop tap cover situate outside 71 Southfield Road has been reported to the Water Authority;
- (g) the faulty street lighting columns 31542 in Tranmoor Lane and 4498 in Church Street have been reported to the Street Lighting Section;
- (h) continuing patrols of the area outside the Post Office have been carried out but no obstructions or parking on zig zags have been observed but there will be ongoing monitoring of the area;
- (i) there is no scaffolding outside the curtilage of the new shops on Church Street;
- (j) there is no funding available at the present time to extend the fencing on Tranmoor Lane near to its junction with Eastfield Road, to prevent parking on the grass verge;
- (k) the noise nuisance emanating from the Motor Cycle Park on Holmewood Lane is subject to an investigation by the Environmental Health team;
- (l) the blocked drainage on Armthorpe Road between the White Towers Caravan Site and the parish boundary at the railway bridge has been cleared;
- (m) there is an order on the system for road marking recovery of the yellow box junction markings in Nutwell Lane at its junction with Tranmoor Lane but traffic management will be necessary;
- (n) the condition of the road surface in Woodlea Grove has been referred to the Highways Maintenance Section who will inspect and take appropriate action;

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- (2) that Doncaster Borough Council be requested to:-
- (a) take action regarding the condition of the garden at 20 Cleveland Road, which is detrimental to the amenity of the area;
 - (b) undertake remedial works to prevent water ponding in Nutwell Lane near to the Water Treatment Works;
 - (c) repair or replace the damaged wayside seats outside Rose House, Rose Grove;
 - (d) confirm whether the grass cutting schedule has been reduced, as there was no grass cutting in Walbank Road during March and explain the position regarding removal of grass cuttings;
 - (e) clear the blocked surface water drain situate outside the Parish Church of St. Leonard and St. Mary, on Church Street;
 - (f) ask the owners of the Mill Street Shopping Precinct to renew the lines of the parking spaces in its car park;
 - (g) arrange the removal of an accumulation of tyres dumped within the curtilage of the Tadcaster Arms public house on Doncaster Road;
 - (h) arrange removal of the obsolete signs displayed on 'scaffolding poles' situate on the grass verge outside the curtilage of the new shops on Church Street, which read, "8 High Quality Retail Units - available July 2012" on one side and on the other, "Sponsored by Ground Group".

Signature