

MINUTES OF THE ANNUAL MEETING OF ARMTHORPE PARISH COUNCIL
HELD IN ARMTHORPE COMMUNITY CENTRE, WELFARE PARK, CHURCH
STREET, ARMTHORPE, ON TUESDAY, 7TH MAY 2013

PRESENT:-

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

APOLOGIES

Apologies for absence were received from Councillors A. Brown, A.J. Brown, P.J. Farrell and S.L. McGuinness.

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 declaration made at the meeting be noted:-

Councillor C.J. McGuinness - Minute 16 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

- (a) during the month of August which shall be the recess; and

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- (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;
 - (e) where it is considered necessary between monthly meetings of the full Council, the Committee shall exercise all the functions of the Council (except the power to authorise the borrowing of money or issuing a precept);
- (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);
- (4) that the next meeting of the Committee be held on 21st May 2013 and commence at 6.00 p.m.

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7. FINANCE COMMITTEE

RESOLVED

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

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- (2) that membership of the Committee comprise Councillors A. Brown, V. Doran, P.J. Farrell, C.J. McGuinness, S.L. McGuinness and W.L. Moore;
- (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 Freeman Committee make recommendations to the Council regarding (amongst other things):-

- (1) updating the eligibility criteria for nominations for any future awards of Freeman 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

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Freemen Committee meeting held on 22nd June 2010 and approved by the Council at a meeting held on 6th July 2010, Minute 44).

11. MINUTES

RESOLVED that the Minutes of the meeting of the Council held on 2nd April 2013 (copies of which had previously been circulated to each Member) be approved as a correct record and signed by the Chairman.

12. NEIGHBOURHOOD DEVELOPMENT PLAN

RESOLVED that the Minutes of the meeting of the Armthorpe Neighbourhood Development Plan Steering Group held on 24th April 2013, be noted.

13. ALLOTMENTS COMPETITION

RESOLVED that no allotments competition be held this year and all allotment tenants be asked if they want to participate in a competition next year.

14. BURIALS

RESOLVED it be noted that since the last meeting of the Council, there had been 3 interments and 1 interment of cremated remains at the Rands Lane burial ground.

15. ACCOUNTS FOR PAYMENT

RESOLVED

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

	£		
HMRC	2,026.54	Tax, National Insurance	508190
South Yorkshire Pensions Authority	1,008.73	Superannuation contributions	508191
Doncaster M.B.C.	177.70	Grounds maintenance charges	508192
Yorkshire Local Councils Association	1,051.00	Annual subscription	508194
Southfield Kids Club	75.00	Grant	508195
Armthorpe Girls Brigade	150.00	Grant	508196
Children with Cancer UK	50.00	Grant	508197
Employees	8,024.46	Pay	508199- 508214
Doncaster M.B.C.	2.00	Annual rent - Briar Road playing field	508217
Doncaster M.B.C.	173.75	Refuse collection - Burial ground	508218
Zurich Municipal	5,694.84	Annual insurance premium	508220

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	£		
Yorkshire Purchasing Organisation	132.72	Copy paper, envelopes, etc.	508222
G. Shephard	42.00	Subscription to Employ Docs.	508224

- (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 16th April 2013, be noted:-

	£		
Councillor P.A. Hanson	50.00	Raffle Prizes - St. George's Day	508179
R. Chauhan	93.50	Refund balance of hire charge	508184
Yorkshire Purchasing Organisation	56.58	Cleaning materials	508185
Gas & Hire Ltd.	11.88	Cylinder hire	508186
PHS Group plc	1,212.96	Sanitary and nappy disposal - annual charge	508193

16. PLANNING APPLICATIONS

RESOLVED

- (1) that details of the 9 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;
- (2) that objections be submitted to the application for outline planning permission for commercial/employment development (Class B1, B2 and B6) on approximately 12.83 ha of land off Hatfield Lane (approval being sought for access) (13/00850/OUTM), for the following reasons:-
- (a) the proposed development does not comply with the provisions of the existing development plan as the site is designated within a countryside policy area;
 - (b) the proposed development does not comply with the provisions of the Armthorpe Master Plan, which reflects the views of the Parish Council and local residents for the overall planning for the area;
 - (c) the application is premature in view of the fact that the Parish Council is currently in the process of preparing a Neighbourhood Development Plan for the Parish and it is anticipated that a Draft Plan will be published in the next couple of months;
 - (d) there is no justification for the proposed development as:-
 - (i) there is currently spare capacity for the proposed B1, B2 and B8 uses on other business parks situated within the Borough,

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including the existing West Moor Business Park and the proposed extension to the same (that has received planning permission) which is immediately adjacent to the proposed site;

- (ii) the Applicant has not demonstrated a need for the same by providing details of any potential users of the proposed buildings;
 - (iii) the site of the proposed development has visual significance and has a role as a significant green wedge between the existing residential settlement and the busy A630 West Moor Link;
 - (iv) the site should remain in its existing state/use in order to retain the identity of Armthorpe as a separate entity to prevent any coalescence in the future with Edenthorpe;
 - (v) it offers no major benefit to the village, such as significant improvements to services, community benefits or infrastructure;
 - (vi) the proposed two ponds are considered to be a danger to the health and safety of young children playing on the public open space;
 - (vii) the proposed commercial development in such close proximity to the burial ground is not acceptable, as it will affect the tranquillity and amenity of the same;
- (3) that no objections or comments be submitted to the Borough Council in respect of the remaining 8 applications.

17. 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) with the co-operation of the owners, work is due to commence on tidying the garden of the empty bungalow situate on Mill Street near its junction with Rands Lane;
- (2) Councillor C.J. McGuinness drew attention to the contents of an email he had received from The Coal Authority, which confirmed it had currently not received an approach from Alkane Energy to sink a borehole within the former Markham Main Colliery site and no discussions were taking place regarding this matter;

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- (3) there had been further patrols by Borough Council Officers to detect offences of permitting dog fouling and one person had failed to give his name and address;
- (4) a planning application was to be submitted for permission to retain the unauthorised structure on the premises of the Car Wash on Mill Street and there is no evidence that water on the highway is from the Car Wash;
- (5) the local Safer Neighbourhood Team is the best performing team in the area, as anti-social behaviour is down by 34% and (despite a 300% increase in street drinking) overall crime was down 15%;
- (6) three fixed penalty charge notices had been issued for leaving waste bins on the highway, two for depositing litter in the open air and one for dog fouling.

18. GRANTS TO OUTSIDE BODIES

RESOLVED that the contents of letters received from the following organisations, thanking the Council for its donation, be noted:-

Armthorpe Elmfield Band
 Southfield Kids Club
 Armthorpe Girls Brigade
 Children with Cancer UK

19. AIDAN AND SHEA HUGHES

RESOLVED

- (1) that the contents of a letter from Mrs. W. Hughes, seeking financial assistance towards the costs of her sons, Aidan and Shea, competing as part of the England team in the World Kickboxing Councils World Championships in Italy later this year, be noted; and
- (2) Mrs. Hughes be informed that the Parish Council is unable to offer any financial support as it has already done so on a previous occasion;
- (3) it be noted that Mrs. Hughes is to be offered use of a stall (free of charge) at the Christmas Market to assist in her fundraising in this matter.

20. ROADSIDE MEMORIALS AND TRIBUTES

RESOLVED

- (1) that the contents of a letter received from the Chair of the Parish Councils' Joint Consultative Committee, regarding roadside memorials and tributes, be noted;

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- (2) that Doncaster Borough Council be requested to produce a draft policy on this matter for public consultation.

21. BRIAR ROAD PLAYING FIELD

RESOLVED that a pre-application submission for the proposed sports building to be erected on the Briar Road Playing Field be submitted to the local planning authority.

22. PREMISES LICENCE

RESOLVED that (for the reasons shown below) objections be submitted to Doncaster Borough Council to the application by Intake Developments Limited for a Premises Licence in respect of the Intake 10 (formerly Pit Stop) Jet Site, Church Street, to permit for consumption off the premises the sale of alcohol 24 hours per day 7 days per week:-

- (1) the sale of alcohol from a petrol filling station should not be allowed, as it:-
- (a) encourages drink driving, which is contrary to public policy; and
 - (b) twenty-four hour sales of alcohol can be provided to anyone over the age of 18 years, including non-motorists using the premises (when most other licensed premises selling alcohol for consumption off the premises have closed), which may encourage a culture of drinking in the open air during the late evening and early morning leading to the probability of public nuisance being caused;
- (2) it is considered that the applicant cannot (for the above reasons) demonstrate how it intends to promote the four Licensing Act objectives, namely, prevention of crime and disorder, public safety, prevention of public nuisance and protection of children from harm.

23. DMBC - VARIOUS MATTERS

RESOLVED

- (1) that the following replies received from Doncaster Borough Council to complaints made by the Parish Council, be noted:-
- (a) the street lighting columns on Nutwell Lane (between Wickett Hern Road and the Horse and Groom) that are leaning have been surveyed and deemed to be safe, so no action is needed to straighten them;

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- (b) it had not been possible to establish the defective street lighting column on Nutwell Lane (between Wickett Hern Road and the Horse and Groom), as no column number had been provided but three day burners were noted and these have been reported to Street Lighting;
- (c) dog fouling patrols have been carried out on a regular basis in Mere Lane and Area Officers are running an initiative in the area regarding this problem with delivery of leaflets to properties in that area and a fixed penalty charge notice was issued on 5th April;
- (d) the 3 loose kerbstones at the rear of 19-21 Maple Grove were reported to St. Leger Homes who had identified and reported the kerbstones for repair on numerous occasions; Asset Management are looking into the matter as this garage site is currently under review with a block on spending (unless essential repairs) until the review is completed;
- (e) PCSOs have been asked to provide a presence in the area of 9 Maple Grove when working late to prevent the footway at the side of the property being used as a urinal; additionally St Leger Homes have advised that as part of environmental decency works this alleyway may be incorporated into the garden of 11 Maple Grove (which the tenant is in favour of) but this phase of the works may not be progressed until the year 2014-15;
- (f) Planning have advised that permission was gained in 2009 for the installation of a first floor extension on top of the existing extension at the rear of 57 Doncaster Road;
- (g) the criteria for reporting potholes is a minimum of 40ml deep and the only one that met this condition was on Beech Road for which a report has been submitted to Highways and will be monitored for compliance; the other potholes in the Almond Avenue area, Church Street, Nutwell Lane before the roundabout and outside 160 Mansfield Crescent will be monitored for deterioration, at which time they will also be reported;
- (h) a report has been submitted to Street Lighting for the repair of defective street lighting column 53393 in Oakwood Drive and will be monitored for compliance;

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- (i) soil and turf will be removed from the parking bay in Almond Avenue by St. Leger Homes and the surface of the parking bay is on a list to be completed in the near future;
 - (j) the MUGA on Wickett Hern Road is checked at least twice a week and cleansed if required by Street Scene; the Area Officer also conducts further inspections and if required an order is raised for additional cleansing, so there is no requirement to increase the schedule;
 - (k) the most recent dog fouling patrol of the Mercel Avenue area was carried out on 24th April with a small amount of dog faeces being identified; further patrols are planned and will be conducted by an Area Officer in partnership with an Environmental Officer;
 - (l) the owner of the Car Wash on Mill Street has been instructed to remove from the site cars that are for sale and the site will be monitored for compliance; it is considered that the soak-away and permeable surface of the site are sufficient for their purpose and as such there is no evidence to suggest that the flooding in the lane at the side is caused by the Car Wash; there is a dip in the pavement which may retain water and possibly freeze in winter and the planning officer is to investigate with highways to determine a solution to this problem;
- (2) that the Borough Council be requested to:-
- (a) repair day burning street lighting columns in Tranmoor Lane and column number 31601 in Oakwood Drive;
 - (b) inspect the grass verge situate outside 14 Oakwood Drive, which although recently repaired is now in a worse condition;
 - (c) repair pot holes situate in Harrow Road and Laburnum Drive;
 - (d) inspect the parking bays in Chestnut Avenue where water is ponding from an underground leak.

24. SOUTH YORKSHIRE POLICE

RESOLVED that Councillor P.J. Farrell be thanked for supplying information showing a reduction in burglaries in 2012/13 compared to 2011/12.

Signature