

MINUTES OF THE ANNUAL MEETING OF ARMTHORPE PARISH COUNCIL
HELD IN ARMTHORPE COMMUNITY CENTRE, WELFARE PARK, CHURCH
STREET, ARMTHORPE, ON TUESDAY, 1ST MAY 2018

PRESENT:-

Councillors N. Berry, A.J. Berwick, Mrs. A. Berwick, C. Brodhurst-Brown, S.J. Cherry, M.J. Doran, R. Fretwell, C.J. McGuinness, S.L. McGuinness, F.J. Tyas, I.E. Walstow and M. Walton.

APOLOGIES

Apologies for absence were received from Councillors E. Butler, A.L. Dickson and P.A. Hanson.

1. APPOINTMENT OF CHAIRMAN

RESOLVED

(1) that Councillor S.L. McGuinness be appointed Chairman of the Parish Council for the ensuing year;

(2) it be noted that Councillor McGuinness signed her statutory Declaration of Acceptance of the Office of Chairman of the Council.

2. APPOINTMENT OF VICE-CHAIRMAN

RESOLVED that Councillor A.J. Berwick be appointed Vice-Chairman of the Council for the ensuing year.

3. DECLARATION OF ACCEPTANCE OF OFFICE

RESOLVED it be noted that Mrs. Christine Brodhurst-Brown, who had been co-opted to the vacant office of Councillor, was welcomed to the meeting and signed a statutory Declaration of Acceptance to the Office of Councillor.

4. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

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

Chairman of the Council, Councillor S.L. McGuinness - Minute 15 relating to Planning and she left the meeting during consideration of the same.

5. SOUTH YORKSHIRE POLICE

RESOLVED

(1) it be noted that Inspector Mark Payling, Doncaster East South Yorkshire Policing Team, attended the meeting and

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- (a) confirmed (amongst other things) that he intended to circulate a weekly newsletter to Local Ward Members to pass on to Parish Councillors and re-introduce PACT meetings every two months but if successful they would be held monthly;
- (b) supplied information relating to:-
 - (i) recorded crime in Armthorpe during April;
 - (ii) SYP Alerts, which is a South Yorkshire Police messaging system for its communities, which once registered residents are able to choose to receive free of charge news and appeals, local crime information and/or prevention advice - direct by email, text or voice message;
- (2) that the Council records its sincere thanks to Inspector Payling for his attendance at the meeting and supplying the information;
- (3) that there be no hire charge for any PACT meetings held at Armthorpe Community Centre.

6. CHAIRMAN'S ALLOWANCE

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

7. 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
- (b) in other months where the Clerk (in consultation with the Chairman and/or Vice-Chairman) makes alternative arrangements.

8. 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

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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 Council's functions (except the power to authorise the borrowing of money or issuing a precept);
- (2) that membership of the Committee comprise thirteen Members of the Parish Council, namely, Councillors A.J. Berwick, Mrs. A. Berwick, C. Brodhurst-Brown, E. Butler, S.J. Cherry, A.L. Dickson, M.J. Doran, R. Fretwell, P.A. Hanson, S.L. McGuinness, F.J. Tyas, I.E. Walstow and M. Walton;
- (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).

9. 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);

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- (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 ten Members of the Parish Council, namely, N. Berry, A.J. Berwick, Mrs. A. Berwick, S.J. Cherry, C. Brodhurst-Brown, M.J. Doran, P.A. Hanson, C.J. McGuinness, F.J. Tyas and M. Walton;
 - (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).

10. 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 seven Members of the Council, namely, Councillors A.J. Berwick, E. Butler, S.J. Cherry, C. Brodhurst-Brown, M.J. Doran, P.A. Hanson and F.J. Tyas;
- (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.

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11. 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 N. Berry, Mrs. A. Berwick, A.L. Dickson, C.J. McGuinness and M. Walton;
- (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.

12. 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 who shall be appointed at such time when it is decided to call a meeting for this purpose;
- (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).

13. MINUTES

RESOLVED that the Minutes of the meeting of the Council held on 4th April 2018 (copies of which had previously been circulated to each Member) be approved as a correct record and signed by the Chairman.

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14. BURIALS

RESOLVED

- (1) it be noted that since the last meeting of the Council, there had been 2 interments and 8 interments of cremated remains at the Rands Lane burial ground;
- (2) that owing to the particular circumstances reported to Members, the Parish burial fee be applied for the interment of I.A.J. in the existing grave number 8A.

15. ACCOUNTS FOR PAYMENT

RESOLVED

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

	£		
Doncaster MBC	26.68	Grounds maintenance	510432
Yorkshire Local Councils Associations	135.00	Seminar training fees	510433
HM Revenue & Customs	2,253.89	Tax, National Insurance	510434
South Yorkshire Pensions Authority	1,026.58	Superannuation contributions	510435
D. Cooke	450.74	Gardening charges	510436
Employees	8,093.88	Pay	510451-510466
Worth Unlimited Doncaster	250.00	Grant	510473

- (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 2018, be noted:-

	£		
Cash	100.00	Petty cash - CC	510400
C. Green	30.00	Keep fit class cover	510424
Quando Drinks Ltd.	865.78	Bar drinks	510425
Doncaster MBC	144.00	Toilet refurbishment - outstanding 5% design fee	510427
Gas & Hire Ltd.	17.82	Cylinder hire - March	510429
J.C. Whitfield Ltd.	1,650.00	Clock tower repairs - CC	510430
M.L. Dyminiuk	120.00	Dance fees - 13 & 20/3 & 3/4	510437
Mrs. J.L. Williamson	751.00	Inflatable hire - Easter Splash	510438

16. PLANNING

RESOLVED

- (1) it be noted that the Vice-Chairman chaired the meeting for this one item of business in the absence of the Chairman, who left the room during the discussion of the details of the

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2 applications submitted to Doncaster Borough Council (since the last meeting of the Parish Council) for planning permission to carry out development in Armthorpe;

- (2) that no objections or comments be submitted to the Borough Council in respect of the applications considered (application numbers 18/00871/FUL and 18/00639/FUL);
- (3) that in respect of planning application 08/02201/OUTA to extend the West Moor Business Park, which was approved by the Planning Committee on 6th January 2009, enquiries be made of the Borough Council to ascertain if it has any record from notes taken at the meeting, of representatives of Gazeley UK Limited giving an undertaking or a commitment to gift parcels of land to residents living immediately behind the proposed development, to enable them to extend their rear gardens.

17. SPECIAL MEETING

RESOLVED that a special meeting of the Council be held on 15th May 2018 at 6.30pm to consider and determine (amongst other things) policies under the General Data Protection Regulations 2018.

18. WARD MEMBERS' REPORTS

RESOLVED that Ward Councillors C.J. McGuinness, S.L. McGuinness and F.J. Tyas be thanked for reporting and supplying information regarding:-

- (1) approval by Doncaster Borough Council's Planning Committee to vary the Section 106 Agreement made in respect of the proposed development of 22 dwellings on the former site of Black's Engineering Limited in Barton Lane, which was granted planning permission on 12th December 2016, so that now the commuted sum will be reduced to a total of £30,000 (i.e. allocated equally between Southfield Primary School and purposes of public open space);
- (2) that despite objections from the Parish Council and local Ward Members, the Section 73 application made on behalf of Gazeley UK Limited to increase the height of Unit A on its site at the West Moor Business Park, had been approved by the Planning Committee;
- (3) the provision of a ramp between 31 and 33 Larch Drive to provide access for mobility scooters/pushchairs could not be provided because of practical site difficulties but officers from St. Leger Homes of Doncaster were looking at alternative solutions;

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- (4) the Larch Drive Tenants and Residents Association meets quarterly;
- (5) the Chairman of the Trustees of the Armthorpe Miners' Recreation Ground charity had been contacted, to ascertain the present position with regard to the outstanding draft Lease of land in the Welfare Park and he confirmed that the Clerk to the Council would receive it by 4th May 2018;
- (6) recent repairs to the electrical supply to certain defective street lighting columns had been undertaken by the Northern Powergrid within 10 days.

19. YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

RESOLVED that the request from the Yorkshire Local Councils Associations to nominate representatives for election to office on the South Yorkshire Branch and the YLCA Joint Executive Board, be noted.

20. COMMUNITY AUDIT

RESOLVED that the contents of an email from the Rector of Armthorpe, regarding the draft report arising from the Community Audit conducted by the Church of St. Leonard and St. Mary, be noted, which advised:-

- (1) that of the 150 people who filled in the questionnaires, on the whole they thought that Armthorpe was a really good place to live and they especially valued the sense of community;
- (2) some problems were identified, including litter, anti-social behaviour and a lack of activities for children and young people;
- (3) part of the grant awarded by the Lottery Fund was a small budget for feeding back to the community, so using the Royal Wedding as a draw to attract people, there would be a free piece of cake and drink on offer in Armthorpe Library on Saturday 19th May between 10am - 11am, where there would be a display of some of the results of the audit;
- (4) that the Rector be invited to attend the meeting of the Parish Council to be held on 3rd July 2018, to discuss the audit and give any feedback she gets from the event in the library on 19th May.

21. DMBC - VARIOUS MATTERS

RESOLVED that the Local Ward Members be thanked for their undertakings to request Doncaster Borough Council to:-

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- (1) have further attention paid to the manhole cover situate in the roadway at the end of Fiddlers Drive, which despite recent work to prevent noise nuisance caused by vehicles passing over it, the noise is getting louder;
- (2) grant consent to residents of the Cow House Lane Caravan Park to cut the grass at the rear of the Park's shower block;
- (3) arrange for parking enforcement officers to pay attention in the evenings to vehicles being parked in St. Mary's Drive by visitors to the Tae Kwon Do premises on Mill Street.

Signature