

MINUTES OF THE ANNUAL MEETING OF ARMTHORPE PARISH COUNCIL
HELD IN ARMTHORPE COMMUNITY CENTRE, WELFARE PARK, CHURCH
STREET, ARMTHORPE, ON TUESDAY, 2ND MAY 2017

PRESENT:-

Councillors N. Berry, A. Berwick, Mrs. A. Berwick, S.J. Cherry, T. Corden, M.J. Doran, R. Fretwell, P.A. Hanson, 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 and A.L. Dickson.

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;
- (3) that the Council formally records its sincere thanks to Councillor F.J. Tyas, for his sterling service in the Office of Chairman of the Council since January 2015.

2. APPOINTMENT OF VICE-CHAIRMAN

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

3. 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.

4. CHAIRMAN'S ALLOWANCE

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

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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
- (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 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. Berwick, Mrs. A. Berwick, E. Butler, S.J. Cherry, T. Corden, A.L. Dickson, M.J. Doran, R. Fretwell, P.A. Hanson, S.L. McGuinness, F.J. Tyas, I.E. Walslow and M. Walton;

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- (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:-
 - (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 ten Members of the Parish Council, namely N. Berry, A. Berwick, Mrs. A. Berwick, S.J. Cherry, T. Corden, 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).

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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 seven Members of the Council, namely, Councillors Mrs. A. Berwick, E. Butler, S.J. Cherry, T. Corden, 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.

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 N. Berry, 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.

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;

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- (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).

11. MINUTES

RESOLVED that the Minutes of the meeting of the Council held on 4th April 2017 (copies of which had previously been circulated to each Member) be approved as a correct record and signed by the Chairman.

12. ALLOTMENTS

RESOLVED

- (1) that owing to the poor condition of Plots 12 and 15 on the Mercel Avenue allotment site, the rent due for the twelve month period commencing 29th September 2016 be waived for the incoming tenants;
- (2) it be noted that the next person on the allotment waiting list had refused offers of an allotment for the reasons reported and owing to her exceptional personal circumstances she be allowed to remain top of the list and offered the next available allotment.

13. BURIALS

RESOLVED it be noted that since the last meeting of the Council, there had been 3 interments and 5 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:-

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	£		
HM Revenue & Customs	1,501.74	Tax, National Insurance	509991
South Yorkshire Pensions Authority	975.16	Superannuation contributions	509992
D. Cooke	756.08	Gardening charges	509993
D. Cooke	20.05	Petrol	509994
D. Cooke	52.50	Reimburse welding cost re mower	509995
South Yorkshire Pensions Authority	1,000.00	Superannuation - single payment deduction	510006
Employees	8,331.44	Pay	510007-510021

(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 18th April 2017, be noted:-

	£		
Gas & Hire Ltd.	17.82	Cylinder hire - 2/17	509984
Yorkshire Purchasing Organisation	140.22	Henry, bags etc.	509985
B.A. Cheetham	240.00	Stocktake reports	509987
Beldex Ltd.	140.18	Glasswasher repairs etc.	509988
O. Garner	60.00	Dance fees - 14 & 28/3	509989
M.L. Dyminiuk	80.00	Dance fees - 7 & 21/3	509990
Gas & Hire Ltd.	17.82	Cylinder hire - 3/17	509996
Yorkshire Purchasing Organisation	39.78	Toilet cleaner	509997
Quando Drinks Limited	800.44	Bar drinks	509998
Christmas Plus Ltd.	504.00	PAT testing - Christmas motifs	509999
Analogue Electrics Ltd.	2,222.40	Fire alarm & emergency lighting works	510000
	£		Credit card
Apple Distribution International	79.00	USB drive	15.03.17
Amazon	56.99	10 litre catering urn	31.03.17
Office Furniture Online	75.60	Office chair	31.03.17
*Amazon	151.50	Docking station	25.04.17

* NB. This item replaces earlier cancelled order which was included in the payment schedule approved by the Community Centre and General Purposes Committee on 18th April 2017

15. PLANNING

RESOLVED

(1) that details of the 4 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;

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- (2) that no objections or comments be submitted to the Borough Council in respect of the applications considered (application numbers 17/00972/FUL, 17/00893/FUL, 17/01041/FUL and 17/01056/FUL.

16. WARD MEMBERS' REPORTS

RESOLVED

- (1) that Ward Councillor C.J. McGuinness be thanked for reporting that he had recently attended a meeting of the South Yorkshire Police and Crime Commissioner Panel in Barnsley, where the Chief Constable had reported his intention to bring back Neighbourhood Community Policing throughout the Force area and he anticipated arrangements for this could be in place by September of this year;
- (2) that the Chairman of the Council (in her capacity as a Ward Councillor) be thanked for her undertaking to request the Borough Council to remove an accumulation of rubbish that includes calor gas containers, deposited in Barton Lane, in the vicinity of the premises of Hird Rail Services Limited and G.L. Richmond, Timber Merchants, which had been previously reported on three occasions.

17. MINERS' MEMORIALS

RESOLVED that Councillor T. Corden be thanked for supplying the following information:-

- (1) the Miners' Memorial, comprising a flag pole, memorial stone & half winding wheel that was being constructed on land adjacent to Reeves Way, should be completed within the next week or two;
- (2) Statue of Two Miners:-
 - (a) funds had been raised to commission this statue, which is to be located in the Welfare Park Miners' Memorial Garden;
 - (b) a sculpturist had been appointed for the project and he would build a wooden structure to determine its exact location;
 - (c) the Parish Council's Community Centre and General Purposes Committee had authorised representatives of the Armthorpe Miners' Memorial Group to use a room in the Community Centre one Saturday morning in August (date to be fixed), for purposes relating to the miners' sculpture project.

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18. 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 Committee, be noted.

19. BRIAR ROAD PLAYING FIELD

RESOLVED that the contents of a letter received from the secretary of the Wheatsheaf Football Club, requesting use of the Briar Road playing field for the forthcoming 2017-2018 season, be noted and approved, subject to the Club accepting the following terms and conditions:-

- (1) the Wheatsheaf Football Club has priority over Armthorpe Albion Football Club relating to use of the same;
- (2) the Club provide its own nets and corner flags;
- (3) the Club mark out the pitch;
- (4) 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;
- (5) after using the pitch, the playing field is to be left in a clean and tidy condition;
- (6) no nuisance is to be caused to residents living adjacent to the field and/or the Parish Council;
- (7) no motor vehicles are permitted to be parked within the fenced areas of the playing field;
- (8) the Club shall ensure that bad language is not used by the Club's participants and its opponents;
- (9) the Council reserves the right to withdraw the permission hereby granted at any time upon written notice to either Club;
- (10) 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.

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20. SOUTH YORKSHIRE POLICE

RESOLVED that the contents of the South Yorkshire Police and Crime Commissioner Newsletters for March and April 2017, be noted.

21. DMBC - VARIOUS MATTERS

RESOLVED that Doncaster Borough Council be requested to:-

- (1) have attention paid to motor cycles and quad bikes causing a nuisance in Shaw Wood;
- (2) remove accumulations of rubbish at the rear of the Mill Street Shopping Precinct and clear a blocked drain which is full of discarded used fat;
- (3) repair potholes in Nutwell Lane where cyclists are having to swerve to avoid the same.

22. FARESHARE FOODCLOUD

RESOLVED that Fareshare FoodCloud, which assists charities and community groups to access the free, unsold, surplus food from a day's sales at the local Tesco supermarket, be informed it may be worthwhile contacting the Armthorpe Community Library, the Shaw Wood Academy Children's Centre and the Armthorpe Church of St. Leonard and St. Mary.

Signature