

MINUTES OF THE ANNUAL MEETING OF ARMTHORPE PARISH COUNCIL  
HELD IN ARMTHORPE COMMUNITY CENTRE, WELFARE PARK, CHURCH  
STREET, ARMTHORPE, ON TUESDAY, 3<sup>RD</sup> MAY 2016

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 and I.E. Walstow.

APOLOGIES

Apologies for absence were received from Councillors E. Butler, A.L. Dickson and M. Walton.

1. APPOINTMENT OF CHAIRMAN

RESOLVED

- (1) that Councillor F.J. Tyas be appointed Chairman of the Parish Council for the ensuing year;
- (2) it be noted that Councillor Tyas signed his statutory Declaration of Acceptance of the Office of Chairman of the Council.

2. APPOINTMENT OF VICE-CHAIRMAN

RESOLVED that Councillor S.L. McGuinness 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:-

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.

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 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. 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).

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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 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).

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

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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, and
- (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, M. Walton, and
- (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;

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- (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 22<sup>nd</sup> June 2010 and approved by the Council at a meeting held on 6<sup>th</sup> July 2010, Minute 44).

11. MINUTES

RESOLVED that the Minutes of the meeting of the Council held on 5<sup>th</sup> April 2016 (copies of which had previously been circulated to each Member) be approved as a correct record and signed by the Chairman.

12. ALLOTMENTS

RESOLVED that arrangements be made for Members to carry out an inspection of the Mercel Avenue allotment site and afterwards at the Rands Lane burial ground on a date to be fixed by the Council's Community Centre and General Purposes Committee at its next meeting.

13. 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.

14. ACCOUNTS FOR PAYMENT

RESOLVED

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

	£		
Yorkshire Local Councils Associations	1,312.00	Annual subscription	509569
HM Revenue & Customs Employees	2,132.66	Tax, National Insurance	509579
	7,591.11	Pay	509581-509594
South Yorkshire Pensions Authority	1,057.30	Superannuation contributions	509597

- (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 19<sup>th</sup> April 2016, be noted:-

	£		
M.L. Dyminiuk	100.00	Dance fees - 23/2 & 8/3	509557
Armthorpe Elmfield Band	800.00	Entertainment fees 2015	509558

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	£		
B.A. Cheetham	180.00	Stocktake reports x 3	509559
J.C. Whitfield Ltd.	90.00	Supply & fit downpipe & hopperhead	509560
Gas & Hire Ltd.	11.88	Cylinder hire - 2/16	509562
A Bouncy Castle Man	675.00	Inflatable hire - Easter Splash	509566
A. Cunningham	198.00	Sports Leader fees - Easter Splash	509570
J. Farmer	198.00	Sports Leader fees - Easter Splash	509571
C. Farmer	198.00	Sports Leader fees - Easter Splash	509572
A. Brown	198.00	Sports Leader fees - Easter Splash	509573
Beldex Ltd.	330.72	Glasswasher repair - Bar	509574
Armthorpe Academy	384.34	Premises hire - Easter Splash	509575
DCLT	180.00	Pool hire - Easter Splash	509576
M.L. Dyminiuk	80.00	Dance fees - 22/3 & 5/4	509577
A.G. Barr plc	36.00	Soft drinks	509578
	£		Credit card
Party Banners	46.00	Banners x 2 re Tour de Armthorpe	25.3.16

## 15. PLANNING

### RESOLVED

- (1) that details of the 6 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 in respect of the application to erect a new office building on the site of the Ikea Distribution Centre (16/01114/FUL), the Borough Council be requested to ascertain if the 7 heavy goods vehicle parking spaces, which are to be utilised for the proposed development, will be replaced elsewhere on site;
- (3) that no objections or comments be submitted to the Borough Council in respect of the 5 remaining applications considered (application numbers 16/01084/FUL, 16/01005/FUL, 16/00884/TPO, 16/01001/FUL and 16/00705/FUL);
- (4) that the contents of the central government's refusal to give local councils the right to appeal planning decisions, which was its response to a request for such right in a petition the Clerk had signed on the Council's behalf, be noted.

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16. WARD MEMBERS' REPORTS

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

- (1) materials and other equipment had been moved on to the site in Mere Lane, which was being developed on behalf of the Borough Council to provide housing accommodation;
- (2) the issues with parking on highways and verges in the vicinity of the Southfield Primary School were still ongoing but as a result of a meeting held earlier that day proposals would come forward in a few weeks to try and resolve the problem;
- (3) enforcement of various parking contraventions, dog fouling offences, litter offences, etc. had resulted in 30 fixed penalty notices being issued in Thorne, 11 issued in Stainforth and 42 issued in Armthorpe;
- (4) a number of burglaries of shop premises in the past 6 weeks had been reported on social media which appeared to be unsupported by the figures supplied by South Yorkshire Police and as a result the Borough Council would be liaising with the police to establish the real position.

17. GRANTS TO OUTSIDE BODIES

RESOLVED

- (1) that the contents of a letter received from Epilepsy Action thanking the Council for its donation of £250.00 (£182.00 from the Memory Tree and £68.00 from Parish Council funds), be noted;
- (2) that in accordance with its powers under Section 137 of the Local Government Act 1972, the Council should incur expenditure in the sum of £100.00 to Children with Cancer UK, 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.

18. SOUTH YORKSHIRE PASSENGER TRANSPORT EXECUTIVE

RESOLVED that the contents of emails be noted from South Yorkshire Passenger Transport Executive, which confirmed:-

- (1) the aims of the Doncaster Bus Partnership's new bus network, namely, to improve access to community services, employment and training sites, will be implemented on

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15<sup>th</sup> May 2016 and that details of the new services and timetables are available on its website at [www.travelsouthyorkshire.com/servicechanges](http://www.travelsouthyorkshire.com/servicechanges);

- (2) that, in partnership with selected schools, sixth forms and colleges, a 16-18 college/young people travel survey had been carried out over a 2 week period from 18<sup>th</sup> April - 29<sup>th</sup> April, in order to help meet the needs of and better communicate with, younger customers in the future.

19. FIRST SOUTH YORKSHIRE

RESOLVED that First South Yorkshire be informed that a complaint had been received of a passenger having to wait 45 minutes from 1 pm that day for a bus to travel from Doncaster to Armthorpe.

20. PLANES FROM DONCASTER SHEFFIELD ROBIN HOOD AIRPORT

RESOLVED that Councillor T. Corden be thanked for his undertaking to make enquiries of Doncaster Sheffield Robin Hood Airport, as to why planes were now flying more frequently over Armthorpe in contravention of the approved normal flight path.

21. ST. GEORGE'S DAY CELEBRATIONS

RESOLVED that the contents of a letter be noted from the Rector of Armthorpe, the Reverend Jan Foden, thanking the Council and everyone involved in the organisation, etc. of the St. George's Day Celebration, held at Armthorpe Community Centre, which she and her husband had thoroughly enjoyed.

22. DMBC - VARIOUS MATTERS

RESOLVED

- (1) that the contents of an email from a local resident be noted, regarding the problem of speeding motor vehicles on Holme Wood Lane and the reluctance of Doncaster Borough Council's Highways Department to provide speed bumps on that lane;
- (2) that Councillor C.J. McGuinness be thanked for his undertaking:-
  - (a) to ask officers of the Borough Council's Highways Department to:-
    - (i) enter into discussions with a representative of Blue Anchor Leisure, about whether the company is willing to finance the cost of providing traffic calming measures on Holme Wood Lane; and

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- (ii) indicate the locations where the wayside seats in Nutwell Lane and Wickett Hern Road are to be re-sited;
  - (b) to ascertain whether the Borough Council approved the planning application seeking removal of the condition requiring road works on Holme Wood Lane;
- (3) that Doncaster Borough Council be requested to:-
- (a) arrange for the Highways Agency to collect an accumulation of litter from Junction 4 of the M18 motorway;
  - (b) remove an accumulation of litter from the lay-by on the West Moor Link Road;
  - (c) repair pot holes at the exit of Junction 4 on the M18 motorway;
  - (d) indicate if Harris Road has now been adopted and if so, provide a time estimate of when a traffic regulation order would be made prohibiting parking on the sharp bend in that road, near to its junction with Doncaster Road;

*Signature*