

MINUTES OF THE ANNUAL MEETING OF ARMTHORPE PARISH COUNCIL  
HELD IN ARMTHORPE COMMUNITY CENTRE, WELFARE PARK, CHURCH  
STREET, ARMTHORPE, ON TUESDAY, 7<sup>TH</sup> MAY 2019

PRESENT:-

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

APOLOGIES

Apologies for absence were received from Councillors E. Butler, A.L. Dickson, R. Fretwell, C.J. McGuinness and S.L. McGuinness.

1. APPOINTMENT OF CHAIRMAN

RESOLVED

- (1) that Councillor S.L. McGuinness be appointed Chairman of the Parish Council for the ensuing year;
- (2) that Councillor McGuinness be permitted to sign her statutory Declaration of Acceptance of the Office of Chairman of the Council either before or at the next meeting 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. CHAIRMAN OF THE MEETING

RESOLVED it be noted that in the absence of the Chairman of the Council, the Vice-Chairman chaired the meeting.

4. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

There were no declarations of personal or prejudicial interests.

5. CHAIRMAN'S ALLOWANCE

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

6. 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.

7. 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.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).

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8. 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, C. Brodhurst-Brown, S.J. Cherry, 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).

9. 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, C. Brodhurst-Brown, E. Butler, S.J. Cherry, 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.

10. 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.J. 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.

11. 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;

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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).

12. MINUTES

RESOLVED that the Minutes of the meeting of the Council held on 2<sup>nd</sup> April 2019 (copies of which had previously been circulated to each Member) be approved as a correct record and signed by the Chairman of the meeting.

13. BURIALS

RESOLVED it be noted that since the last meeting of the Council, there had been 2 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:-

	£		
Miners' Memorial Fund	1,000.00	Grant	510866
Oakwood Garden Services Ltd.	909.00	Gardening services - March	510867
Sage (UK) Ltd.	42.60	Forms P60	510868
Ricoh UK Ltd.	217.26	Rental and copying charges	510869
Armthorpe Elmfield Band	300.00	Entertainment fees 2018-19	510872
Yorkshire Local Councils Associations	1,471.00	Annual subscription	510877
Doncaster MBC	2.00	Rent - Briar Road playing field	510878
Doncaster MBC	265.00	Refuse collection - burial ground	510880
Employees	8,805.61	Pay	510881-510896
HM Revenue & Customs	2,313.96	Tax, National Insurance	510897
South Yorkshire Pensions Authority	1,089.60	Superannuation contributions	510898
South Yorkshire Pensions Authority	1,000.00	Deficit lump sum	510903
Zurich Municipal	1,915.51	Annual insurance premium	510904

- (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 16<sup>th</sup> April 2019, be noted:-

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	£		
M.L. Dyminiuk	80.00	Dance fees - 5 & 12/3	510864
M.L. Dyminiuk	80.00	Dance fees - 19 & 26/3	510865
Gas & Hire Ltd.	17.82	Cylinder hire - March	510870
	£		Credit card
Post Office Ltd.	500.24	Stamps	21.03.19
Shaw & Sons Ltd.	201.60	Burial Register	28.03.19

15. PLANNING

RESOLVED that no objections or comments be submitted to the Borough Council in respect of the 1 application submitted to Doncaster Borough Council (since the last meeting of the Parish Council) for planning permission to carry out development in Armthorpe (application number 19/00894/FUL).

16. 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.

17. WARD MEMBERS' REPORTS

RESOLVED that Ward Councillor F.J. Tyas be thanked for reporting and supplying information regarding:-

- (1) Doncaster Borough Council officers investigating the entrance to the Aldi supermarket site, who confirmed that it was far too steep (Minute 147 (2)/2018 refers) with the result that the company had been required to rectify the problem;
- (2) at the latest police/community meeting held at the Community Centre on 25<sup>th</sup> April 2019, it was reported:-
  - (a) that police officers had visited Tranmoor Lane and spoke to drivers of vehicles that were parked unlawfully and as a result the problem would continue to be monitored;
  - (b) police officers from surrounding villages were being deployed in Doncaster town centre at weekends to deal with anti-social behaviour, etc.;
  - (c) a Police Week of Action was to be held in Armthorpe commencing 13<sup>th</sup> May 2019, whereby the numbers of officers would be prevalent in the village and engaging residents in various activities, such as radar speed detection and a custom car show, etc.;

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- (d) the next police/community meeting would be held at the Community Centre on 27<sup>th</sup> June 2019;
- (3) St. Leger Homes of Doncaster had agreed to erect bollards on vacant land situate at the side of 68 Bevre Road in order to prevent motor vehicles accessing Briar Road directly from Bevre Road;
- (4) re-lining was to be carried out on the access road opposite the Halifax Building Society, Church Street, to indicate no parking in order to facilitate pedestrian access.

18. DONCASTER SHEFFIELD AIRPORT

RESOLVED that the contents of a statement from Doncaster Sheffield Airport, regarding Flybe and record passenger numbers for the year ahead, be noted.

19. BRITISH RED CROSS

RESOLVED that the contents of an email from the British Red Cross, regarding a Free First Aid offer for parish councillors and interested groups/organisations, be noted.

20. CAMPAIGN TO PROTECT RURAL ENGLAND

RESOLVED

- (1) that the contents of a letter from the Campaign to Protect Rural England be noted, regarding:-
  - (a) an increase in its membership fee;
  - (b) its next campaign to save Sheffield's green belt;
- (2) 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 the Campaign to Protect Rural England, as in its 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.

21. PARISH COUNCILLOR

RESOLVED that the contents of a letter from a local resident (BD), putting himself forward as a candidate for the office of parish councillor, be noted and he be informed that there are no vacancies.

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22. PAINTING OF FORMER MARKHAM MAIN COLLIERY

RESOLVED it be noted that Councillor N. Berry had commissioned a painting of the former Markham Main Colliery, so that it could be permanently displayed in Armthorpe Community Centre.

23. WEST MOOR BUSINESS PARK

RESOLVED

- (1) that the contents of an email from the Principal Planning Officer of Doncaster Borough Council be noted:-
  - (a) advising that Gazeley UK Limited have taken the position that they will not reduce the level of the bunds on the West Moor Business Park;
  - (b) offering to facilitate a meeting so that the Parish Council and Gazeley UK Limited can discuss this matter direct;
- (2) it be noted that the Parish Council (at the suggestion of Councillor C.J. McGuinness) had supplied all previous correspondence about this matter to the Rt. Hon. Dame Rosie Winterton, DBE, MP, as Councillor C.J. McGuinness had asked her to request representatives of Gazeley UK Limited to attend a site meeting with residents and councillors or attend a Parish Council meeting.

24. PENSIONERS CONVENTION

RESOLVED

- (1) that the contents of a Briefing Paper from the National Pensioners Convention on Tackling Intergenerational Fairness, be noted;
- (2) it be noted that the Yorkshire and Humber Pensioners Convention had organised a free Transport Conference to be held on 1<sup>st</sup> June 2019, 11.30am-3.30pm at the Barnsley Civic, Hanson Street, Barnsley, which was open to all.

25. LITTER COLLECTION

RESOLVED

- (1) it be noted that the voluntary litter collection undertaken in the village on 17<sup>th</sup> April 2019 was very successful and the next such event would take place on 29<sup>th</sup> May 2019;
- (2) that the Vice-Chairman be thanked for his undertaking to try to obtain the use of some trolleys to hold bags of collected litter at the next event;

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- (3) that the Sports and Recreation Officer ensure that there is an adequate supply of Grab and Reach Litter Pickers to be used by volunteers at the next event.

26. DMBC - VARIOUS MATTERS

RESOLVED that Doncaster Borough Council be requested to:-

- (1) carry out an air monitoring exercise in the village in the vicinity of Mere Lane, owing to the increased amount of traffic and its possible detrimental effect on children walking to and from the Armthorpe Academy premises;
- (2) take action to prevent a motor vehicle (obstructing the highway and interfering with the free flow of traffic), which is parked in Mill Street almost opposite the entrance to the shopping precinct;
- (3) investigate why a motor vehicle is propped up on wheels in Beech Road off its junction with Briar Road, as it is considered it may be detrimental to road safety.

*Signature*