

MINUTES OF THE MEETING OF AUCKLEY PARISH COUNCIL
HELD ON WEDNESDAY 12TH APRIL 2023, COMMENCING AT 6.30PM
AT AUCKLEY JUNIOR & INFANT'S SCHOOL

Councillors Present: S. Featherstone (Chair) I. Swainston (Vice Chair), M. Caygill, R. Dobson,
S. Platts, J. Staniforth, L. Sydney, G. Warrender, J. Worthington.

E. Lear (Clerk)

Public Participation One present

The manager of the men's football team reported that they were unable to open the gate (a couple of weeks before) to allow cars to park on the grass at Riverside Park as it was blocked. The car park itself was not properly utilised. A request was made for a sign and the bays to be remarked- Clerk to obtain sign for gate saying 'DO NOT BLOCK ACCESS- regular access required' and obtain quote from DMBC for remarking car park (white lines and zig zags).

He also reported that the Pitch Improvement application had been submitted. AJFC have now purchased goal posts etc so pitch positions need discussing- Clerk to add to agenda.

1. **Apologies and Approve Reasons for Absence**

None

2. **Declarations of Other Interests and Any Amendments**

No interests were raised by members.

3. **Determination of the Exclusion of the Public and Press**

Exclusion of the Public and Press would be required for item 30.

4. **Approval of Minutes of the Parish Council Meeting Held 8th February 2023**

12. Discussion about Vehicles Parking on Grass Verges on Hayfield Lane-

Cllr Caygill clarified that the verges opposite the college belonged to DMBC but that they didn't necessarily own the verges opposite Hayfield Lane School.

The minutes were approved and signed as a true record.

5. **Reports from District Councillors and/or DMBC Officers**

None present.

6. **Matters Arising from the March Minutes**

6. Matters Arising from previous minutes

- Contacted owner of parade of shops on Ellers Lane regarding trip hazard on path and numbering of shops- she is looking into ownership of the path and will come back to the Council but she is happy for resident to place numbered stickers- Clerk to contact resident.
- DMBC is happy for bunting to be placed on bridge the w/c the 24th of April and Handyman has been informed. Clerk to arrange for the bunting to be moved to accessible location.
- Enforcement team will program a visit around Auckley School to enforce the double yellow lines but they are aware of the problem.
- DMBC advised that street cleansing takes place once a month, on a weekend in Auckley, but the large road sweeper attended mid week due to the request. The area under the conifers and the path along Gatehouse Lane should also have been cleaned. The widening of the path on

Gatehouse Lane will be discussed. Clerk to contact DMBC as path along Gatehouse Lane needs grubbing back now as there is a concern regarding slipping and injury.

- No reports of any difficulties exiting the car park by the parade of shops on Ellers Lane (caused by cars parking outside the doctors) in either the Spar or the pharmacy.
- DMBC contacted regarding using the cameras (which are used for fly-tipping) on Common Lane for surveillance of vehicle thefts. Advised they are not for this purpose but email forwarded on to police to see if they have suitable cameras.
- Potholes on Norwood Avenue and Spey Drive were inspected on the 28th of February but do not reach the criteria for action (40mm).

7. To Discuss the Hayfield Lane Development with an Undecided Planning Application

Contacted DMBC copying in Ward Councillors. The Ward Councillors asked for contact details of the resident and will contact directly to discuss.

DMBC have advised they are awaiting outstanding archaeological information from the trench digs and expect it to go to committee in May or June. No acknowledgment regarding other questions/ comments.

12. To Discuss Vehicles Parking on Grass Verges on Hayfield Lane

The College Principal advised there is conflict between vehicles parking on the road and the farmer and therefore that is why they park on the verges. If the Council wishes to discourage the behaviour, they should seek further restrictions. The College do try to discourage parking on Hayfield Lane though.

The College advised that plans for additions to the college have been amended for the further car park as objections had been raised.

There is further work to be carried out in relation to the Travel Plan in place from when the college opened in 2017. The College is still awaiting news to if it has received the necessary funding.

DMBC advised they do not enforce grass verges but when replied that there were double yellow lines present in the area, the Enforcement team replied with a map showing Enforcement Officers in the area and the number of Parking Charge Notices issued.

13. To Discuss Highway Matters

- DMBC Enforcement are responsible for the mobile CCTV cameras which have a specific purpose- to enforce 'prohibition of stopping' restrictions – they were contacted regarding use outside Auckley School and they advised that they have looked at this area before but the post is not suitable so the use of this camera is not possible in this area.
- Photos showing parking on double yellow lines outside Ellers Lane Parade of shops sent to DMBC Enforcement team who produced a map showing PCNs issued in the area.

14. To Discuss Recreational Matters

- Contacted David Wilson Homes regarding obtaining a copy of their inspection report. They provided one for 2019 so awaiting reply to if this is the latest copy. Clerk to contact:
 1. Do you have a maintenance & inspection programme?
 2. Are you able to update on the infrastructure adoption on the estate?
 3. Are you on maintenance with DMBC yet?
- Contacted Dog Grooming business regarding banner displayed in Hayfield Park- now removed.

7. To Consider the Fourth Quarter Audit & Budget Monitoring Reports (22/23)

Fourth quarter- APPROVED. There is an underspend in general on the budget but it was very near to the amount budgeted. The bank reserves should not be any less.

Budget Monitoring:

Riverside Copse- Play Equipment Maintenance- The first RoSPA inspection identified many items which have now all been addressed so hopefully a big expense this year and a lot smaller going forward.

Hayfield Park- Repairs Maintenance and Renewals- new items have included the installation of the triple section bin, the metal fence and the set up of the defibrillator.

8. **To Review the Standing Orders**

a) To amend 18 a) and 18 c) – the Public Contracts Regulations lower threshold has been changed from £25,000 to £30,000. Cllr Staniforth proposed- **AGREED**.

9. **To Review the Financial Regulations**

a) To amend 11.1 b) and 11.1 h) – the Public Contracts Regulations lower threshold has been changed from £25,000 to £30,000. Cllr Staniforth proposed- **AGREED**.

10. **To Review the Asset Register**

The current value of assets is £120,375. All of the items transferred by Peels have been listed for a nominal amount.

11. **To Consider the YLCA South Yorkshire Branch JEB** – **AGREED** to nominate Cllr Staniforth for the JEB.

12. **To Discuss the Fence on Phantom Court**

The fence is not complying with the Planning conditions. Clerk to contact Planning expressing concerns over poor appearance with a fence that is falling into disrepair.

13. **To Discuss the YHCC & Associated Actions**

Cllr Worthington attended the seminar and notes can be obtained.

14. **To Consider the Replacement of Faulty Christmas Light**

To replace 5 light strings that have failed = £162.00 **AGREED**

15. **To Consider the Purchase of a Container for Outside the Pavilion (Riverside Park)**

- Yardmaster Pent Metal Garden Storage Unit - 6 x 4ft from Argos £190
 - 6 x 4 (1.71m x 1.13m) Lotus Low Pent Metal Shed in Heritage Green £278.99 FROM ELBEC
- Cllr Swainston proposed the shed from Elbec at £278.99- **AGREED**
Clerk to ask if curbside or site delivery and arrange logistics.

16. **To Consider the Requirement for Further Works in the Pavilion**

Costs associated with remarking the car park need to be taken into account.

Clerk to obtain quotes to tile final changing room (not kitchen or shower/toilets) and to redo the three ceilings i.e. the central area and the two changing rooms.

Quotes to include timescales of when the work can be carried out.

17. **To Discuss Highway Matters**

a) To discuss a vehicle blocking the footpath on Torne View:

Email received from resident- following discussion, Clerk to contact resident suggesting reporting to the police or attending a PCSO drop in to discuss.

b) Cllr Caygill reported that the Hairdresser in the Ellers Lane parade had seen Enforcement Officers in action issuing Parking Charge Notices.

c) Pothole in the traffic lights on Mosham Road (junction with Gatehouse Lane)- Clerk to report.

d) Concrete spillage outside the quarry on Hurst Lane, up to the traffic lights (including traffic island) on Mosham Road- Clerk to report.

18. **To Discuss Recreational Matters**

a) To discuss the swings/roundabout on Hayfield Park- no quotes received- next agenda.

b) To consider undertaking consultation regarding the proposed play equipment- Already invited comments via the Arrow. Ask for comments again via the Arrow. Clerk to create questionnaire forms for Hayfield Lane School and for distribution with the Arrow with Council's proposals plus asking for other suggestions, which identifies the space at the side of the MUGA to be used.

Clerk to contact DMBC to ask what consultation would be required for a s106 application.

c) To consider serving Notice on Peel Holdings for a litter pick of the tree belt adjacent to Hayfield Park- Following discussion of 12.8.4 of the TP1, Clerk to contact Peel Holdings:

1. Reminding them of the clause and that the area has not been litter picked since handover in July 2022
2. Asking them if they have a maintenance regime and how often the work should be carried out
3. Asking them if they plan to litter pick the area in the next 6 weeks
4. If they are not, asking them to accept this as Notice and that the Council may arrange the litter pick within 4 weeks.
5. Asking for a response to all questions in 14 days of the issue of the letter.

Other matters:

- Email received from insurance company of local resident issuing Notice on Council regarding tree copse on Riverside Park. Clerk to reply that trees have been inspected as part of a tree survey and all necessary works have been carried out. Tree surgeon to be asked to look at the area as an interim inspection.
- Clerk to obtain quote for works to the Copse and area to the left of the car park on Riverside Park for the removal of scrub and low lying branches to allow for the increase in parking spaces in this area for use by the footballers.
- Fir tree on the Green not looking healthy i.e. going brown- Clerk to contact DMBC.
- Cross cut not completed on Riverside Park- Clerk to contact contractor.

19. **To Consider the Attendance of a YLCA PROW Webinar by Cllr Worthington- APPROVED**

20. **To Consider the Signatories on the Bank Accounts-** To remain as is i.e. 5 on NatWest accounts- **AGREED**

21. **To Consider the Management & Investment of the Dowry for Hayfield**

- a) To note the opening of the NatWest Liquidity Manager 95 Day account with £45,000- **NOTED**
- b) To consider opening a Cambridge & Counties Bank account- Give notice to close the NatWest Liquidity Manager 95 Day account and open a 1 year fixed rate account with Cambridge & Counties bank with £45,000 - **AGREED**

22. **Police Report and Crime Figures** -27 in February

23. **Discussion of Matters Associated with Parish Council Website/Facebook**

- A video explaining why people shouldn't park on the pavement in respect of people with visual impairments could be shared on the Facebook page- **AGREED**
- Items for Newsletter/ Arrow submission-
 1. Parking on pavements
 2. Consultation regarding the play equipment on Hayfield Park
 3. Annual Parish meeting

24. **Reports of Meetings Attended by Members of the Council**

- a) Councillor Discussion Forum- attended by Cllrs Dobson and Worthington.
- b) PCJCC- attended by Cllr Staniforth- discussion that road accidents have reduced though there has been an increase in traffic so the implementation of '20 is plenty' must be successful.
- c) Road Safety & Speeding webinar- offering differing perspective regarding parking outside schools. Discussion about '20 is plenty'.
- d) Community Events webinar- discussion about community and Coronation events.

25. **To Consider the Supplementary Planning Documents (DMBC)**

DMBC are currently consulting on four draft SPDs. These are:

- Flood Risk
 - Technical & Developer Requirements
 - Loss of Community Facilities and Open Space
 - Local Labour Agreements
- Comments need to be received by Friday 28 April- **NOTED**

26. **Consideration of Planning Applications**

- a) 23/00451/FUL- Erection of a front Porch extension and a two storey side/rear extension (Retrospective). Following the previous planning approval on the 31.01.2022 under reference no: 21/03528/FUL - the owner has changed the external material from brickwork to render to the side elevation of the side extension and to the rear elevation of the rear extension- 16 Ainsley Close, Auckley - no comments (sent prior to meeting)
- b) 23/00429/FUL- Erection of outbuilding with solar panels to front elevation following demolition of existing outbuilding- The Old Vicarage, 108 Main Street, Auckley- no comments (sent prior to meeting)
- c) 23/00491/LBC- Listed building consent for erection of outbuilding with solar panels to front elevation following demolition of existing outbuilding- The Old Vicarage, 108 Main Street, Auckley - no comments (sent prior to meeting)
- d) 23/00402/FUL- Erection of a new animal house and aviary to house new animal species in existing South American animal enclosure- Yorkshire Wildlife Park, Brockholes Lane, Branton- no comments or objections
- e) 23/00581/LBC- Listed building consent for re-roofing of existing kitchen extension and replacement of concrete tiles with reclaimed slate tiles DRAFT- The Old Vicarage, 108 Main Street, Auckley- no comments or objections
- f) 23/00599/FUL - Erection of boundary wall and gates (Retrospective) with alterations to reduce sections of wall to 0.90m and top with metal railings (being resubmission of 22/01326/FUL, refused on 14/09/2022)- 49 Ravenswood Drive, Auckley- The Parish Council would like to reiterate its concerns expressed on the previous planning applications:
1. It will impact on the safety of pedestrian users.
 2. There is a reduced line of sight for traffic emerging on to Common Lane.
 3. It's forcing traffic on to the wrong side of the road to be able to see.
 4. There are often vehicles parked on the same side of the road as the wall, exacerbating b).
It does not believe the new application addresses these issues and therefore OBJECTS.

27. Decisions Made by DMBC's Planning Committee

23/00140/FUL- Erection of a single storey side extension to the dwelling house, following demolition of the existing garage. The proposed scheme to also include the replacement of the existing landing window to the side elevation. Two roof lights to the rear slope of the side extension and the introduction of a log burner to the side elevation- 6 Sandhill Rise, Auckley- permission granted.

28. Banking Transactions

22/23 159	E on	Electricity for Oak Tree Av.	£61.46
22/23 161	S. Yorks. Tree	Green items Copse & Riverside	£528.00
22/23 162	SLCC	Annual membership	£177.00
22/23 163	Auckley School	Donation- room use	£75.00
22/23 164	DMBC	Playground repairs	£762.00
22/23 165	Handyman	Salary	£277.42
22/23 166	Clerk	Salary	£799.65
23/24 DDO1	O2	Mobile phone	£16.08
23/24 1	Arrow Publications	Single Page	£126.00
23/24 2	E on	Pavilion Electricity	£23.78
23/24 DD1	Nest	Clerk Pension	£33.71
23/24 3	HMRC	Tax/ NI	£670.75
23/24 4	YNH Ltd	Renewal for hosting website	£43.95
23/24 5	YLCA	Road Safety webinar	£25.00
23/24 6	YLCA	Annual Subscription	£864.00

22/23 HP36	British Gas	MUGA lighting	£50.89
22/23 HP37	DMBC	MUGA grills secure	£420.00

29. **Correspondence**

YLCA -Weekly White Rose Update Bulletin; Training programmes

NALC – Chief Executives Bulletin

30. **To Consider the Clerk’s Annual Increment Rise**

From SCP 20 to 21 - **AGREED**

31. **To Consider the Addition of One Days Annual leave for the Clerk and Handyman**

Under Green Book (National Joint Council for Local Government Services) terms and conditions, the pay award for last year (2022/23) included agreement that annual leave entitlement for all employees will increase by one day from 1st April 2023.

- Up to 5 years’ continuous service: 23 days’ annual leave plus 2 extra statutory days plus public holidays i.e. for the Clerk
- After 5 years’ continuous service: 26 days’ annual leave plus 2 extra statutory days plus public holidays i.e. for the Handyman

AGREED

Clerk to write to Handyman with amendments to contract.

32. **Confirmation of Date and Time of Next Meeting**

The Annual Council Meeting will take place on Wednesday 10th of May 2023 at Auckley Junior and Infant’s School, commencing at 6.30pm.

Chair.....

Date: