

**MINUTES OF THE MEETING OF AUCKLEY PARISH COUNCIL**

**HELD ON WEDNESDAY 14<sup>TH</sup> JUNE 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, L. Sydney, G. Warrender, J. Worthington.

E. Lear (Clerk)

**Public Participation** One present

The Chair/Secretary/ Child Safety Officer described the Fittingley Harrier Junior Football Club set up and wanted to propose the moving of two teams (U14 and U15) to Hayfield Park football pitch. They would require an onsite container and would be prepared to line mark the pitch and move goal posts between sockets to alleviate wear of goalmouths. They would be prepared to pay a subscription. Grass roots football does not require a high standard pitch and Hayfield Park was felt to be suitable. Concerns were raised by members about wear and tear of the pitch and potential costs associated with it, as well as parking in the area. The team is proposing a trial period and would look into funding. Clerk to contact contractor regarding the agreed fertiliser and weed treatment of the pitch.

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

Apologies were received from Cllr Staniforth and the reason for absence was accepted.

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

Cllr Warrender declared an interest in item 19.

Cllr Sydney declared an interest in item 7.

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

Required for item 26.

4. **Approval of Minutes of the Parish Council Meeting Held 10<sup>th</sup> May 2023**

The minutes were approved and signed as a true record.

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

a) South Doncaster Locality Plan

None present.

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

**4. Public Participation**

- Contacted Yorkshire Wildlife Park requesting a sign (No public access to YWP) for Bell Butts Lane. A software issue with one of the Sat Nav. providers was identified which has now been rectified. The resident has noticed a difference in traffic volume but following discussions with the local landowner, a sign is still felt appropriate. Following discussions, it was felt maps still indicated an access point to the YWP. Clerk to contact YWP and landowner regarding liaising to provide a sign for the benefit of local residents. Following discussion regarding the annual frequency of YWP Consultative Committee meetings and production of quarterly newsletters, it was agreed to write to Ward Cllr Cox requesting assistance in requesting more meetings as the information provided was either outdated or Council were not kept informed. Resident has requested information regarding the planting in the old and new car park be presented- Clerk to write to Cllr Cox.
- Contacted Ward Councillors regarding a skip. They are happy to place another one in Auckley. They are looking into the Parish Centre as a venue.

#### 11. Matters Arising from previous minutes-

- Proposed works on First Avenue- the surveys have found that BT have recently diverted cables into the area where the drainage works were due to be completed. Awaiting a site meeting with BT to discuss solutions.
- Lighting along Lincoln Green Way (Great Yorkshire Way)- the cost has come back prohibitively expensive to undertake the repairs. Peels continue to review alternative solutions.
- The wire fencing that is coming down along Hayfield Lane (adjacent to Hayfield Park) due to a loose top wire- this has, or will very soon, be replaced.

#### 19. To Consider the State of the Phone Box on Ellers Lane

Contacted suggested handyman who is not in the position to do the work. Clerk to contact further suggestion and advertise position using Facebook.

#### 27. To Discuss Highway Matters

- South Yorkshire Combined Authority have confirmed that the bus shelter on Hurst Lane should have previously had its broken glass replaced with plastic after contact from DMBC, but it will be done in the future.
- The bin on Hurst Lane which was on its side is now in its correct position
- The flagstones on Church Lane were reported to St Leger Homes- reply said they had noted them up as part of their inspection.

#### 28. To Discuss Recreation Matters

- The algae has been removed off the climber as per the quote.
- Mr Bichan will complete the ditch clearance on Riverside Park in July.

#### **7. Consideration of Hayfield Park Football Pitch Usage**

Clerk informed members that the Auckley Junior team do not currently pay a subscription but that a request had been made by the team to pay. Item to be considered on July agenda.

Members felt that it was better that Hayfield Park was used as a pitch and they would be happy to see children playing there.

Cllr Platts proposed to agree in principal to Finningley Harriers using the pitch subject to the discussion of fees at the next meeting.

Clerk to contact Finningley Harriers Chair regarding container sizes and look into planning requirements.

#### **8. Consideration of the Internal Audit Report**

Members were shown the Internal Audit report in the AGAR document and presented with comments/queries from the Internal Auditor.

The RFO addressed some of the comments:

- Bank Statements: new bank statements for this financial year so all information is on one sheet rather than two i.e. the summary isn't separate.
- HMRC: Record of Nest Pension payment shown as deduction on payslip and as a print out of the calculation & payment to Nest but the information also needs to be input into HMRC basic tools so that it is recorded on there as well- Clerk to complete in future.
- Bank Payments/Transfers: Bank accounts can be set up to allow double online authorisation of payments i.e. one person to input payment details and then a second person has to authorise for the payment to actually be made- Clerk to make enquiries with bank
- Risk Assessment: now 5 bank accounts. Clerk to update and add review of Risk Assessment to July agenda. Note that one account is within its notice period and will be closed in less than two months.
- Website Information: Clerk to upload most recent Standing Orders to website and review all documents/ set up of website over the summer.

The Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return will run from the 19<sup>th</sup> June to the 28<sup>th</sup> of July.

#### **9. Consideration of the Replacement Defibrillator pads for Riverside Park**

Due for replacement in July 2023 at Riverside Park.

£55 plus VAT each with free delivery over £75. Dual use pads i.e. for both children and adults.

Cllr Warrender proposed the purchase of 2 sets- **AGREED**

10. **Consideration of the Riverside Park Car Park Re-marking Quotation**

Council were presented with two quotes from DMBC which differed only in the marking in front of the gates.

Cllr Swainston proposed £335.03 plus VAT including Keep Clear lettering- **AGREED**

Needs to incorporate into DMBC's works schedule.

Clerk to contact DMBC to request notification so that gate can be locked to keep vehicles out to allow works and also to avoid Auckley show dates.

11. **Consideration of the Tree Work Quotations for Riverside Park**

All three companies had stated that they would not be able to remove non Green Waste. DMBC will remove for a minimum of £49.81 plus VAT as required.

All companies had provided the required information regarding stump grinding with South Yorkshire Tree Services not thinking it required.

Cllr Platts proposed South Yorkshire Tree Services- £350 plus VAT- **AGREED**

12. **Consideration of the Works to the Ceilings in the Pavilion**

Three companies visited the site to provide a quote and 2 quotes were received on time.

Griff Tile:

2 ceilings at £517 each, plus 1 ceiling at £608 including the work of an electrician = £1642

Cllr Platts proposed Griff Tiles based on the production of a 'fixed price' or a description of any potential changes to the quote. Clerk to be given a delegated decision- **AGREED**

Griff Tiles will start tiling the changing room on the 23<sup>rd</sup> of June. Area to be cleared by handyman.

13. **Consideration of Works to the Riverside Park Slipway**

Quotes provided by three companies with one company providing different alternatives.

Following discussion of the quotes, none were deemed suitable- deferred until next meeting. Clerk to request further quote from one company with the use of a pin kerb.

14. **Consideration of a Donation to the Auckley Show & Funding of the Easy Access Toilet**

Bukaloo: £190 plus VAT including delivery for the easy access toilet.

Cllr Warrender proposed a donation of £1000 plus the funding of the easy access toilet- **AGREED**

With Cllr Sydney disagreeing.

15. **Discussion of the Bins/Seating on the Green (Resident's Letter)**

Resident has advised he will contact DMBC as it is under their ownership. Clerk to contact Ward Cllrs regarding suggestion.

16. **Discussion about a Community Use Request for the Copse (Resident's email)**

No further information from resident – NOTED

17. **Discussion of the Cleaning of Further Play Equipment on Riverside Park**

Though not a health and safety issue, the tops of the play equipment are dirty- noted and to monitor.

18. **Noting the Plant Watering Quotation-** £1139.25 plus VAT (15 weeks of watering)

19. **Discussion of the Potential Theft of Items from Allotment Holders**

A group were seen collecting tools together but these were dumped before leaving site. Incident reported to the police but this is the first potential theft. The new shed door will soon be installed.

20. **Discussion of the Priorities List**

Members required the removal of:

- New seating on village green
- Replacement of some grassed areas with artificial grass at Hayfield Park

21. **Discussion of Common Myths About Parish Council/ Councillors-** DEFERRED

22. **Consideration of the Attendance of the YLCA Training Day by Cllr Stainforth**

Cllr Worthington proposed- **AGREED**

23. **Discussion of Highway Matters**

- Notices had been placed on the bins near the Spar- noted
- The public footpath near the Poors Land is overgrown. The land belongs to Taylor Wimpey- noted

- The vegetation along Mosham Road towards Gatehouse Lane requires cutting back- Clerk to report to DMBC.

**24. Discussion of Recreational Matters**

a) *Hayfield Park:*

1. To consider the swings/roundabout on Hayfield Park- Clerk to chase DMBC for information.
2. To consider undertaking consultation regarding the proposed play equipment- noted
3. To consider the Notice on Peel Holdings for a litter pick of the tree belt adjacent to Hayfield Park- Cllr Platts proposed to monitor the litter in the area- **AGREED**

b) *Riverside Park:*

1. To discuss the locking of the gate onto Riverside Park- three local residents have been locking the gate to the car park on an evening for many years but these residents are unable to carry on. The gate will remain unlocked- noted.

**25. Consideration of the Management and Investment of the Dowry for Hayfield Park**

- a) The opening of the Cambridge & Counties Bank account with £45,000- noted.

**26. Receipt of Charity Update**- Members updated.

**27. Receipt of Police Report and Crime Figures**

45 In April.

**28. Consideration of Items for Submission to the Arrow/Newsletter**

- a) Continuation of the Chair
- b) Prospective football team on Hayfield Park
- c) Continued support of the Auckley Show
- d) Neighbourhood plan update- adopted by DMBC on the 19<sup>th</sup> of May 2023 with any comments made recently, now needing to go through a formal review process.

**29. Discussion of Matters Associated with Parish Council Website & Facebook**

The Clerk confirmed that the agenda had been placed on the website and that Notice Agendas had been sent to Ward Councillors.

Clerk to contact Ward Councillors requesting them to produce a report for the Council meeting, if they are unable to attend.

**30. Reports of Meetings Attended by Members of the Council:**

- Powers, Duties, Lawful Meetings webinar- information available on request
- Role of the Clerk/RFO webinar- Clerk to check for documents that were discussed on the webinar:  
Code of Conduct 2021 version- do Council have?  
Business Continuity Plan- to research  
Scheme of Delegation

The completion of a timesheet by the Clerk was also discussed.

**31. Consideration of Planning Applications**

- a) 23/00723/FUL- Erection of single storey rear extension, loft conversion including raising and alterations to the roof and erection of front lobby- 7 School Lane, Auckley - no comments (sent prior to meeting).
- b) 23/00980/FUL- Proposed loft conversion to include rear dormer window and erection of single storey rear extension- 4 Maple Drive, Auckley - no comments (sent prior to meeting).

**32. Report Decision's made by DMBC's Planning Committee**

- 22/02574/OUTM-Outline application for (including means of access only) for B2, B8 and Class E:(g) - Employment uses of 31,846 square metres for up to 52 units and parking (being resubmission of application 22/00250/OUTM)- Land At Former Blaxton Quarry Mosham Road Auckley- **APPLICATION WITHDRAWN**

- 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- **GRANTED**
- 23/00429/FUL-Erection of outbuilding with solar panels to front elevation following demolition of existing outbuilding- The Old Vicarage, 108 Main Street, Auckley- **GRANTED**

**33. Banking Transactions**

23/24 24	YLCA	Agendas, Powers etc webinar	£25.00
23/24 25	Clerk	Salary	£865.26
DDO 3	O2	Mobile phone	£18.85
23/24 26	Handyman	Salary	£317.16
23/24 27	E on	Pavilion Electricity	£20.58
23/24 28	Doors4security	Allotment door	£447.00
DD3	Nest	Clerk's Pension	£35.21
23/24 29	Walkers	Planting of tubs	£1000.00
23/23 30	YLCA	Clerk/RFO webinar	£25.00
23/24 31	Glendale	Grass cuts, strim & post removal	£870.60
23/24 32	E on	Oak Tree Av. Electricity	£55.66
23/24 33	Internal Auditor	Internal Audit	£125.00
23/24 34	Reimbursement	Weed killer	£5.95
23/24 35	Reimbursement	Graffiti Remover	£13.00
23/24 36	Reimbursement	Second class stamp	£0.75
23/24 37	Reimbursement	Items to Build Shed	£39.46

**Hayfield Park**

HP 23/24 6	North Notts Lands.	Play area grass cut	£144.00
HP 23/24 7	British Gas	MUGA Electricity	£31.21
HP 23/24 8	Glendale	Grass cuts	£96.82

**34. Receipt of Correspondence:**

YLCA -Weekly White Rose Update Bulletin; Training programmes  
 NALC- Chief Executive's bulletin  
 Nottinghamshire and Nottingham Waste Local Plan  
 SYP- Rural & Wildlife Crime Newsletter  
 SYP- South Yorkshire Violence Reduction Unit Newsletter

**35. Discussion of the Change in Date of the July Meeting to Wednesday 5<sup>th</sup> of July**

Cllr Sydney proposed- **AGREED.**

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

The next Parish Council meeting will take place on Wednesday 5<sup>th</sup> of July 2023 at Auckley Junior and Infant's School, commencing at 6.30pm.

Chair.....

Date: .....