

MINUTES OF THE MEETING OF AUCKLEY PARISH COUNCIL

HELD ON WEDNESDAY 12th FEBRUARY 2025, COMMENCING AT 6.30PM

AT AUCKLEY PARISH CENTRE

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

E. Lear (Clerk)

Ward Councillor S. Cox

Three members of the public

Public Participation

A resident of Sandhill Rise who had contacted the council, regarding trees at the back of his property was in attendance to ask if the height of 3 trees could be reduced. Please see 7b).

He also asked if the Local Plan was still valid due to upcoming changes by the National Government. It was noted that the CDC annual house building target had been increased to over 1500 houses. Ward Cllr Cox stated it was still valid but changes may occur in the future. The resident asked that residents are kept informed if changes are made.

The resident reported 2 lumps in the roads on Ravenswood Drive and Sandhill Rise where the surrounding road appears to have dropped down- Clerk to report to CDC.

Two members of the public attended to request an update on the potential development on the Poor's Land which is owned by the Richard Metcalfe Charity. It was confirmed that there was no update as the no notification of the planning application had yet been received.

They asked why the Parish Council minutes did not show the expense of plowing the field- it was explained that this is due to it not being owned by the Parish Council and that the Charity has its own accounts. It was clarified that the purchase of the land by South Yorkshire Housing Association is conditional on planning permission being granted and therefore the land has not been sold. It was also noted that the land is not covered by the Auckley Neighbourhood Plan as it is considered as land relating to the airport.

It was confirmed to the members of the public that minutes from the January meeting would be available online in the following couple of days as approval for those minutes is provided in this meeting.

1. Non-Attendance by Councillors

- a) Apologies were received from Cllr Featherstone
- b) The reason was accepted.

2. Declarations of Other Interests and Any Amendments

None.

3. Determination of the Exclusion of the Public and Press

Not required.

4. Approval of Minutes of the Parish Council Meeting Held 8th January 2025

The minutes were approved and signed as a true record.

5. Reports from District Councillors and/or CDC Officers

Ward Councillor S. Cox was in attendance. He updated on the parking issues on Hayfield Lane mentioning that a meeting had taken place with the South Area Neighbourhood Coordinator and that discussions were still taking place about obtaining planters for the area. It had been confirmed by South Yorkshire Police that the letter written to parents and guardians of Hayfield Lane School could be shared online- Clerk to do.

He confirmed that the FAB CCTV project was now complete in Finningley and was now moving to Branton. The aim would then to be to move the project to Auckley and requested that a member of Auckley Parish

Council join the FAB group. Consultation on the project was last undertaken in 2019. Clerk to add discussion of CCTV provision in Auckley to the next agenda.

It was noted that a 40ft container was still available as a 'Man Shed'.

Communication had been received from SYP regarding Community Speed Watch. Cllr Cox is to confirm if Doncaster Council would provide funding support but it had been agreed in the last Joint Parish meeting that all the Finningley parishes would come together to produce the required numbers. Volunteers were needed- Clerk to advertise via the Arrow/Newsletter.

Discussion took place regarding the re-opening of the airport.

With regards to the Hurst Lane planning application- it was asked if there would be provision for a community facility through s106 funding. Cllr Cox indicated that this would be included. APC asked if they would have input.

Notification had been received of proposed consultation of 20mph speed limits on residential roads. Cllr Cox had confirmed with CDC Highways that this funding is only available to spend on this project.

The South Area Neighbourhood Coordinator reported via email that he had requested CDC Parking Enforcement team attend Hayfield Lane following the meeting with Ward members.

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

Matters arising from previous minutes

- Ellers Lane car park- The new contact reported that workmen were assessing the works in mid-January and he hoped the works would be completed by now. Members confirmed that no works had been completed.
- Eastfield Lane Bin- CDC asked if they are considering- awaiting response
- Safety of Hayfield Lane/Hurst Lane junction- referred on to CDC and Ward Councillors- awaiting response
- Standing Water at Mosham Road/Hurst Lane junction- referred on to CDC and Ward Councillors- a Teams meeting has been arranged with a CDC Flood Risk Engineer to discuss.

14. Consideration of the Phone Box on Ellers Lane

Contractor confirms he understands the separate invoices. Work will start and stop throughout the job but he is waiting for the weather to improve before he starts the preparation work to the phone box.

16. Consideration of VE Day 80 Celebrations

The Scouts have confirmed that they are happy for the event to take place at the scout hut. They have proposed meeting at the scout hut on a Tuesday to discuss. Council to reply with dates.

Armthorpe Elmfield Band are happy to split their playing time for the event.

17. Highway Matters

The residents of Main Street had sent their thanks as Yorkshire Water came out promptly to replace the cover to the stop cock.

18. Recreational Matters

The dog bin on Riverside Park has now been covered and is not in use. CDC are aware that it doesn't require emptying.

24. Decisions made by CDC Planning Committee

Nene Grove- following advice it was reported as a planning breach to CDC Planning, who advised that it is neither a planning breach or building control issue but a planning officer would contact the home owner to recommend a safety measure is put in place around the door.

GRANTED S106 -Planning permission was granted with a s106 legal agreement attached. In this case (20/03415/FULM) it to assessment of the level of affordable housing contribution and includes a sum of money for monitoring traffic, as well as a bond to be used if travel plan targets are not met.

7. **Consideration of Correspondence**

a) Consideration of Contact Made By Members of the Public

1. Vehicles obstructing the pavements- the resident suggested it was the responsibility of the Parish Council to monitor. Clerk to respond that it is not the Parish Council's responsibility and that the police advise to contact 101 or report online on the SY police website if this is witnessed- **AGREED**

2. Trees to the Rear of 21 Sandhill Rise- Clerk to arrange meeting with arborist and resident to seek advice about what work is possible and required to the trees- **AGREED**

b) To Receive Other Correspondence:

YLCA -Weekly News, Training programmes, Law & Governance Bulletin including: Home Working Allowance and Hinkley & Rugby Building Society information. Cllr Staniforth to attend Employment Law Update at a cost of £10- **AGREED**

NALC – Chief Executives Bulletin

CDC- Public Footpath No.1 Diversion & Definitive Map Modification Order, 20mph Speed Reduction Proposal

Blaxton Parish Council- Support for Pedestrian Crossing at Mosham Road/ Gatehouse Lane Traffic Lights

Firefly- Thank you card for donation- Clerk to scan card for use on Facebook.

8. Consideration of Financial Matters

a) Consider of the Payment of the Allotment Water Invoices- Following discussions about a conversation with the new Treasurer of the Auckley Garden & Allotment Association, Clerk to ask if the Allotment Association would like to receive and pay the bills independently of council involvement- **AGREED**

b) Consider the Appointment of the Internal Auditor for 2024/25- C. Wellings indicated that she will carry out the internal audit for £125. It was proposed that the council appoint C.Wellings for the proposed fee- **AGREED**

c) Receive the January Bank Reconciliation- **Noted**

d) Banking Transactions:

24/25 109	Business Stream	Pavilion Water	£20.01
24/25 110	Business Stream	Allotment Water	£426.45
24/25 111	Firefly Awareness	Cancer Donation for Christmas Carols	£100.00
24/25 112	Plumb-it	Fix Pavilion Leak	£150
24/25 113	HMRC	Tax & NI Q3	£825.75
DDCR 24/25 10	British Gas	Pavilion Electricity	£20.14
DDCL 24/25 11	British Gas	Oak Tree Avenue Electricity	£29.11
24/25 114	Site Supervisor	Salary plus mileage	£448.05
24/25 115	Clerk	Salary plus travel expenses	£904.22
DDO 24/25 11	O2	Clerk's Mobile Phone	£14.35
DP 24/25 11	Nest	Clerk & Site Supervisor's Pension	£49.17
24/25 116	Exact Marketing	Webpage addition	£24.00
24/25 117	YLCA	Broadcasting Council Meetings webinar	£10.00
24/25 118	YLCA	Committees, Sub Committees, Working Groups webinar	£26.30
24/25 119	South Yorkshire Tree Services Ltd	Red & Yellow items from tree survey on Riverside Park and the Copse	£720.00
24/25 120	Christmas Plus Ltd	Festive Display Dismantle	£1098.00
24/25 121	Auckley Parish Centre	Meeting Room Hire - January	£17.50
24/25 122	Reimbursement	Stationary	£11.28
24/25 123	Reimbursement	Drilling and Driving Set	£29.99

Hayfield Park

DD HP 24/25 8	Eon	MUGA electricity	£34.26
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9. Consideration of Highway Matters

- a) Increased incidents of dog fouling on pavements – **NOTED**. Clerk to report incidents to CDC and request the dog fouling stencils are renewed where they already exist, plus additions are made so more exist, plus stencils are added to the paths on the Spey Drive play area- **AGREED**
- b) Footpath on Mosham Road between Gatehouse Lane and Lidgett Gardens requires grubbing back- Clerk to report to CDC- **AGREED**
- c) Discussion about the crossing of Main Street- Clerk to request that CDC install a zebra crossing between Church Close and the Parish Centre- **AGREED**

10. Consideration of Recreational Matters

a) Hayfield Park:

1. Submission of S106 application- **NOTED**
2. Hayfield Football Pitch Proposal from New College- received and discussed by members. The proposed exclusive use during the day during term time was not seen as problematic and they would be looking into maintaining the pitch. Clerk to reply that there are no objections to the proposals but there is no method to enforce this use- **AGREED**
Clerk to contact Council's maintenance contractor to avoid grass cutting at the proposed times of use- **AGREED**
Clerk to contact CDC regarding wording for signage, regarding dogs on leads during proposed use- **AGREED**
3. Consideration of the Quotes for the Maintenance Contract (quotes received from two organisations)
 1. Grass Cutting of the field- Glendale Countryside Ltd at £46.50/cut- **AGREED**
 2. Strimming around the Perimeter of the Field- Glendale Countryside Ltd at £175/cut- **AGREED**
 3. Strimming around the Car Park and Play Area- Included in 2.
 4. Box Cut of the Play Area- North Notts Lanscape at £68/cut- **AGREED**. It was noted that a review may be needed following the potential installation of further play equipment.

b) Riverside Park:

1. Consideration of the Quotes for the Maintenance Contract (quotes received from one organisation)- Glendale Countryside Ltd, £117/grass cut and £143/strim- **AGREED**
2. Consideration of Further Works to the Richard Langdon Memorial Garden- discussion regarding the purchase of new planters and perennial plants- a budget of £200 was proposed- **AGREED**
3. Consideration of the Locking of the Gate to the Car Park- due to the current volunteer not being in a position to carry on with the role, discussion took place regarding an offer to take on the role. Clerk to contact resident to confirm interest and ask if they will take on the role- **AGREED**
4. Consideration of Quotations to Repair the Pothole in the Car Park- **DEFERRED** due to a suggestion to obtain quotes to resurface the central area of the car park as well as the pothole- Clerk to contact contractors for further quotations-**AGREED**
5. Update on the Leak to the Pavilion- a leak took place after the last meeting (in January) above the away changing room. The water and electrics were turned off and water cleared away from the building. Thanks were given to Cllr Swainston, the Clerk and her relative for this action.
The incident was reported to the insurance company.
A plumber replaced the elbow joint to the external tap. The plumber advised that as the premises is not regularly occupied, that the water should not be kept on unless people are in the building requiring use. The newest pipework requires lagging.
The electrician had replaced light fittings and pull cord fittings in the area which were full of water and completed testing.

c) Cycle Lane Proposal Update

An audit report covering Mosham Road and Gatehouse Lane had been circulated. It concluded that though there was support for projects in the area, space and financial constraints meant that they were not viable at this time.

Correspondence had been received from Blaxton Parish Council requesting that APC support their request to CDC to install pedestrian safety measures e.g. a pedestrian crossing at the Mosham Road/ Gatehouse Lane traffic lights- Clerk to make request to CDC for a pedestrian crossing at the traffic lights- **AGREED**

11. **Consideration of Administrative Matters**

- a) Action Plan- **NOTED**. Clerk to layout document in priority order and publish on website- **AGREED**
- b) Police Report and Crime Figures – 21 in November and 19 in December- concern was expressed about the types of crime- **NOTED**
- c) Matters Associated with the Parish Council Website/Facebook- advertising the Community Speed Watch project and sharing the letter produced by South Yorkshire Police regarding parking on Hayfield Lane- **AGREED**
Cllr Wraight to be added as an ‘admin’ for the Facebook page- **AGREED**
- d) Consideration of Items for the Arrow/Newsletter
 - 1. Open letter to Members of the Public – upto 2 full pages allowed for letter- **AGREED**
 - 2. Precept- not required.
 - 3. Reporting of Vehicles Obstructing the Pavements- including what the police have advised
 - 4. Request for volunteers for the Community Speed Watch project.
- e) To Receive Reports of Meetings attended by Members of the Council:
 - 1. Broadcasting Council Meetings webinar- attended by Cllr Worthington- not relevant to APC.
 - 2. Committees Structures webinar- attended by Cllr Staniforth- confirmed that the procedures for committees are the same as those required by full council. Mentioned that the planting of tubs not on our sites i.e. the Green should be recorded as s137.
 - 3. New in Neighbourhood Planning webinar- attended by Cllrs Dobson and Worthington- recording distributed- no new information provided but it was noted that if the National Planning Policy Framework changes dramatically, the Neighbourhood Plan would require reviewing.
 - 4. Net Zero Pathways webinar- attended by Cllrs Dobson and Worthington- recording distributed
 - 5. YLCA JEB- attended by Cllr Staniforth- discussed bus fares. Notes to be distributed.
- f) Consideration of Planning Applications
 - 1. 25/00039/FUL-Erection of 2 detached dwellings and garages including new vehicle access, following demolition of existing bungalow and garage-
Limetree Bungalow, Bell Butts Lane, Auckley
No objections but comment that they need to ensure parking is only on site as the road is used by agricultural vehicles.
 - 2. 25/00106/FUL-Erection of rear single storey extension following demolition of existing conservatory- 8 The Green, Auckley – **no comments or objections**
- g) Decisions Made by CDC’s Planning Committee- **NOTED**
- h) Consideration of Items for Referral to Ward Councillors- none.

12. **Updates and Recommendations from the Staffing Committee**

- a) Minutes of the last meeting held 8th January 2025- **RECEIVED**- two targets were set for the Clerk.
- b) Adoption of the Staffing Committee Terms of Reference- changes had been made to refer to the clerk being responsible for people below them- **AGREED**
- c) Adoption of the Appraisal Policy- **AGREED**
- d) Adoption the Grievance & Disciplinary Policy- **AGREED** but noted that it needs review.

The Site Supervisor’s future contract will be considered on the next agenda.

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

The next meeting will take place on Wednesday 12th of March 2025 at Auckley Parish Centre, commencing at 6.30pm.

Chair.....

Date: