

MINUTES OF THE ANNUAL MEETING OF AUCKLEY PARISH COUNCIL

HELD ON WEDNESDAY 14th May 2025, COMMENCING AT 6.30PM

AT AUCKLEY PARISH CENTRE

Councillors Present: I. Swainston (Vice Chair)- item 1 only, J. Staniforth (Chair), R. Dobson (Vice Chair), M. Caygill, N. Slack, G. Taylor- from item 5 onwards, C. Thomson, G. Warrender, J. Worthington- from item 5 onwards,

E. Lear (Clerk)

Three members of the public (two at the start prior to co-option and one from item 2 onwards)

Public Participation

One person spoke to thank I. Swainston for his work over the years.

1. **Election of Chairman**- Cllr Staniforth was proposed for the upcoming year- **AGREED**

Cllr Staniforth spoke to thank I. Swainston for his 34 years of service to the parish council providing advice, guidance and a balanced approach. She thanked S. Featherstone for his service as chair since 2022 and always wanting the best outcome for the parish. Cllr Staniforth then thanked L. Sydney for her contribution to starting and delivering events by the parish council and finally D. Wraight who joined the parish council in September 2024 and contributed to the events.

2. **Signing of Declaration of Acceptance of Office**- **COMPLETED**

3. **Elections of Vice Chairperson**- Cllr Dobson was proposed for the upcoming year- **AGREED**

4. **Non-Attendance by Councillors**

- a) No apologies received.
- b) Reasons not required.
- c) No provision for signing of the Declaration of Acceptance of Office required.

5. **To Approve the Co-option of Up To 3 New Parish Councillors**

The two potential candidates- Garry Taylor and Jennifer Worthington were co-opted into two of the vacant seats. There is one remaining vacancy which will be advertised until before the June meeting.

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

None.

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

Items 17 and 18 due to quotations.

8. **Approval of Minutes of the Parish Council Meeting Held 9th April 2025**

The minutes were approved and signed as a true record.

9. **Matters Arising from the April Minutes**

Matters arising from previous minutes

- Ellers Lane car park- The owner has said that the parts were ready and installation should have taken place in the first week on May- this is still outstanding.
- The request to sweep the roads and pavements is completed.

9 Consideration of Highway Matters

- a) Footpath inspection request- CDC have confirmed that the area in front of the shops is being considering for resurfacing work of the pavements/paths and they are looking into funding for this.

They will inspect Norwood Avenue but it does not seem to be at an intervention level.

- b) The bin swap request for Hayfield Lane has been closed with no comment about what has been completed.

10 Consideration of Recreational Matters

- d) Spey Drive Play Area- The path between the houses was not part of the original job but CDC Street Scene will look at this path again and consider.

12 Consideration of Non- Council Owned Property

- a) Consideration of the Go Local Parade of Shops (Hayfield Lane) Car Park- The car park has seen improvements.

10. **Appointments to Internal Bodies:**

- a) Staffing Committee-
 - 1. Cllrs Staniforth, Dobson & Slack with Thomson as reserve
 - 2. Chair: Cllr Staniforth
- b) Quarterly Audits- Cllrs Thomson & Warrender
- c) Events Working Group- Cllrs Taylor, Dobson & Staniforth (open for anyone including members of the public to join)
- d) Asset Management Working Group- Cllrs Staniforth, Taylor, Thomson & Warrender

11. **Appointments to Outside Bodies:**

- a) PCJCC Meetings – Cllr Staniforth
- b) Auckley Parish Centre Meetings – Cllrs Warrender & Dobson
- c) Public Rights of Way Meetings – Cllr Warrender
- d) YLCA Branch Meetings – Any member may attend, but only the two appointed can vote –
 - 1. Cllrs Staniforth & Worthington
 - 2. Nomination for Cllr Staniforth for member of YLCA's Joint Executive Board for South Yorkshire Branch- **AGREED**
- e) Charity Trustees – Parish Councillors: Cllrs Caygill, Dobson & Thomson
Non Parish Council: I. Swainston, S. Featherstone and L. Sydney
- f) Yorkshire Wildlife Park Meetings – Cllr Dobson
Clerk to ask again when the next meeting will take place.
- g) Joint Parish Meeting- Chair & Vice Chair

12. **Consideration/Review of Policies & Procedures**

- a) Financial Regulations- **DEFERRED**
- b) Standing Orders- distributed prior to the meeting with amendments made in the meeting- **AGREED**
Clerk to clarify with the YLCA about the changes made to the Procurement section and the reference to £60,000 for tendering.
- c) Scheme of Delegation- Reviewed with no changes
- d) Council's Code of Practice for Handling Complaints- Reviewed with no changes
- e) Policy for Dealing with the Press/Media- **DEFERRED**

13. **Consideration of CDC Matters**

- a) Report from District Councillors and/or CDC Officers- None
- b) Consideration of Planning Applications
 - 1. 25/00641/FULM- Erection of 34 no dwellings, amenity space, access road and footways, drainage infrastructure, and other associated works including the diversion of an existing public right of way- Land East of Hurst Lane, Auckley-
Comments:
The Parish council would like the retention of the existing footpath in both location and length.
We would like to see as many single storey properties as possible, built in a low density with green space.
There are concerns about the increase in traffic to the area and the impact on local services.
- c) Decisions Made by CDC's Planning Committee- **NOTED**

14. **Consideration of Contact Made by Members of the Public**

- a) Letter of Concern regarding Planning Application 25/00257/OUTM- comments have already been made on the planning application and the letter was noted.

15. **Consideration of Financial Matters**

- a) Review of the Council Expenditure Under s 137 of the Local Government Act 1972- The total of £6710.62 was **NOTED**.
- b) Consideration of Insurance Quotations- Due on the 1st of June- **DELEGATED** to the Clerk
- c) Review the Effectiveness of Internal Audit & Control Systems- Reviewed and satisfied that they are effective.
- d) To Consider the Value of the Reinvestment of the Hayfield Park Dowry in Cambridge & Counties Bank- the original balance of £45,000 plus the maturity interest (£2250) will be reinvested and the account topped up to £50,000 to open the new 1 year fix account at 4.5%- **AGREED**

- e) To Consider Investment of Reserves in Cambridge & Counties Bank Notice Accounts-
£10,000 will be invested in a 6 month fixed rate account at 4.6% and £20,000 will be invested in a 60 day notice account- **AGREED**
- f) Bank Transactions:

25/26 8	Business Stream	Allotment Water	£151.90
25/26 9	Auckley Parish Centre	VE 80 Day Donation	£200.00
25/26 10	HMRC	Tax & NI	£872.78
DDCR 25/26 1	British Gas	Pavilion Electricity	£15.21
DDCL 25/26 1	British Gas	Oak Tree Avenue Electricity	£16.02
25/26 11	Site Supervisor	Salary, Training time, plus mileage	£501.99
24/25 12	Clerk	Salary plus travel expenses	£953.29
DDO 25/26 2	O2	Clerk's Mobile Phone	£15.42
DDP 25/26 2	Nest	Clerk & Site Supervisor's Pension	£56.31
25/26 13	YLCA	Play Area Inspection Training	£48.00
25/26 14	Auckley Parish Centre	Meeting Room hire for March	£21.00
25/26 15	Auckley Parish Centre	Meeting Room hire for April	£21.00
25/26 16	YLCA	Planning Policy Update Webinar	£18.20
25/26 17	Blyth Pest Control	Mole Eradication	£300.00
25/26 18	Glendale Countryside	Grass cutting x 3, strim x1, goal post removal	£1095.60
25/26 19	Reimbursement	2 x 2 nd Class stamps	£1.74
25/26 20	Reimbursement	Bunting	£51.80
25/26 21	Reimbursement	VE 80 Day Items	£33.48

Hayfield Park

DD HP 25/26 1	Eon	MUGA electricity	£33.83
HP 25/26 4	Glendale Countryside	Grass cutting x 3, strim x1,	£377.40
HP 25/26 5	North Notts Landscape	Box cut x2	£163.20

16. Consideration of Highway Matters

- a) The new dog stencils regarding dog fouling require replacing as they didn't last long before fading- Clerk to contact CDC.

17. Consideration of Recreational Matters

a) Hayfield Park:

1. Submission of S106 application update- no update from CDC. Clerk to chase after 2 weeks.

b) Riverside Park:

1. Consideration of Quotations for Repairs/Resurfacing to the Car Park including level of works required- a selection of quotations had been provided by CDC and another contractor. **DEFERRED-** members to visit car park to view condition.
2. To Consider Expenditure on Summer Bedding Plants for the Memorial Garden- £100- **AGREED**
3. To Note the Change in Use by the Auckley Football Teams- a brief overview was given by the Clerk that the Junior team no longer required the junior pitch as they now require the adult pitch. Clerk to add to next agenda.
4. To Consider the Football Pitch Use for:
 1. Fundraising Event in June- Subject to evidence of public liability insurance- **AGREED**
 2. Branton U7s- 2 matches in June- They will use the junior pitch and will need to provide their own posts. Evidence of public liability insurance already provided- **AGREED**

18. Consideration of Other Council Owned Property

a) Consideration of the Ellers Lane Phone Box Painting Quotation

Thank you to Cllr Warrender for removing the glass panels. One quote provided. Clerk to clarify if the quote includes painting red internally then to proceed with the quote of £944.28- **AGREED**

- b) To Consider the Quotations for the Supply and Planting of Flowers in Tubs around the Village- two quotes received. Proceed with the quote for £1000 plus VAT- **AGREED**
- c) To Consider the Plant Watering Quotation - £82.76 per visit- **AGREED**
19. **Consideration of Non- Council Owned Property**
- a) Consideration of the Purchase of Lamppost Poppies for Remembrance
Purchase of 20 poppies at £5 each totaling £100- **AGREED**
20. **Consideration of Administrative Matters**
- a) Schedule of Ordinary Meetings until April 2026- **AGREED**
- b) Police Report and Crime Figures – 20 in March.
- c) Matters Associated with the Parish Council Website/Facebook- to be used for information only.
- d) Consideration of a Newsletter/Arrow Submission:
Items to include:
- New Council
 - Retiring Members
 - VE Day 80
 - Notice of Councillor Vacancy – **AGREED** Clerk to add consideration of a donation to the 4th Doncaster Scouts to the agenda.
- e) Reports of Meetings attended by Members of the Council:
1. YLCA National Planning Policy Framework Update Webinar- attended by Cllr Dobson- notes distributed.
 2. YLCA South Yorkshire Branch JEB- attended by Cllr Staniforth- Royal garden party nominations were discussed.
 3. Parish Centre- attended by Cllr Warrender- Raising money for the roof. Requested that they look into a defibrillator for the building.
 4. Councillors Caygill & Worthington requested to attend the YLCA Highway Regulations Webinar- **AGREED**
- f) Consideration of Items for Referral to Ward Councillors- Clerk to ask if they have any funds in their budget for Auckley Parish.
- g) Receipt of Other Correspondence:
YLCA -Weekly News, Training programmes
NALC – Chief Executives Bulletin
CDC- Intention Notice of Traffic Regulation Order for 20mph speed limits in Auckley
21. **Confirmation of Date and Time of Next Meeting**
The next meeting will take place on Wednesday 11th of June 2025 at Auckley Parish Centre, at 6.30pm.

Chair.....

Date: