

MINUTES OF THE MEETING OF AUCKLEY PARISH COUNCIL

HELD ON WEDNESDAY 10TH SEPTEMBER 2025, COMMENCING AT 6.30PM

AT AUCKLEY PARISH CENTRE

Councillors Present: J. Staniforth (Chair), R. Dobson (Vice Chair), M. Caygill, J. Smith, G. Taylor, C. Thomson, G. Warrender, J. Worthington

E. Lear (Clerk)

One member of the public

Public Participation

The member of the public asked if the Council was going to make further comments on Planning application: 25/00287/OUTM as further documents had been added to CDC Planning Portal in August. It was noted that a decision had been put on hold for 6 months as Highways England had commented about the suitability of junction 3 of the M18.

1. Non-Attendance by Councillors

- a) No apologies received.
- b) Reasons not required.

2. Declarations of Other Interests and Any Amendments

None

3. Determination of the Exclusion of the Public and Press- required for items 9 b) i-iv.

4. Approval of Minutes of the Parish Council Meeting Held 9th July 2025

The minutes were approved and signed as a true record.

5. Clerk's Report on Actions Arising from the Previous Meeting (s)

- a) a) Items noted under the Scheme of Delegation
 - 1. Planning Applications:
 - 25/01339/FUL- Erection of single storey extensions to front and rear including erection of 1.85m high boundary wall and gates- 10 Spey Drive, Auckley- No comments or objections
 - 25/01261/FUL- Erection of a detached kennel building in garden-3 Lidgett Gardens, Auckley- no objections, comment: There is a concern about the noise that barking dogs will make and therefore we would like to know what measures will be taken to reduce noise.
 - 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 (Amended) - Amended layout, house types, parking details and tree information- Land East Of Hurst Lane, Auckley- no objections, comment: In addition to its previous comments the council continue to state that they don't want to see any footpath closures.
 - 25/01408/FULM-Rural Leisure Centre including man-made lake, trim trail, tennis courts, cafe, changing facilities, shower/toilet block, camping and touring caravan pitches, 7 holiday log cabins and car parking (being variation of condition 2 of planning application 20/00619/FULM granted on 28.06.2023; approved plans)- Land South of Hayfield Lane, Auckley- No comments or objections.
 - 25/01472/FUL- Erection of extension to existing dormer on rear elevation- 4 Maple Drive, Auckley- no comments or objections.
 - 2. Removal of wasp's nest at Riverside Park at a cost of £50.
- b) Actions Arising from Previous Minutes
 - Public Participation:
 - Details of resident who was interested in sponsoring a seat on the Green were forwarded to the Council Officer.
 - Matters arising from previous minutes:
 - Vegetation in gulleys – the gulleys were sprayed by CDC and then swept a week later.

- The Spar has been written to regarding the trolleys. Acknowledgement was received from the shop but the matter was forwarded to head office who haven't responded.
- No update from CDC regarding the removal of the tree outside the Spar.

6. b)1. No further response from CDC after their acknowledgement that they would carry out an investigation into the request for a One-Way System on Main Street.

9. a) 3 and 9 b) 3. – The Maintenance contractor acknowledged that they should adhere to the strimming contract on Hayfield and Riverside Parks.

9 b) 1. A letter was sent to the property bordering the conifer tree to the rear of Sandhill Rise requesting them to looking at their deeds to help to ascertain ownership- No response received.

A thank you was given/sent to Cllr Warrender and local resident, Mr Thomson, who had inserted the Perspex panels into the telephone box on Ellers Lane- completing the rejuvenation of the telephone box.

6. **Consideration of CDC Matters**

a) Report from District Councillors and/or CDC Officers- None received.

b) Identify any New Highway Matters for consideration by CDC and/or Other Agencies.

It was a welcome introduction to see that the 20mph speed limit had been introduced on the side streets around Auckley but though the 20mph signs are in situ, the road markings in some locations say 30 mph- to monitor.

c) Consideration of Planning Applications- **NONE**

d) Decisions Made by CDC's Planning Committee- **NOTED**

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

a) Consideration of Items Raised by Members of the Public Present at the meeting for Immediate Action/Future Consideration- The Council recognise the concerns but the planning application has already been commented on and is currently on hold. Council will review if further information received.

b) Consideration of Items Raised by Members of the Public to the Clerk/Councillors for Immediate Action/Future Consideration:

- i) Speed of Vehicles on Common Lane and the request for an item in the Arrow mentioning the member of the public's name- it is not the Council's policy to publish names. Clerk to respond to member of the public- **AGREED**
- ii) Dog Fouling on Hayfield Park- CDC Enforcement team visited the park after the concern was raised. Council will continue to ask CDC Enforcement team to attend and will monitor if another bin is required on the site- **AGREED**
- iii) Trees to the Rear of River Way- a local resident had been in touch to raise concerns about the height of the trees growing in the ditch on the left hand side as you enter Riverside Park. An arborist had visited and said there were no health and safety concerns regarding the trees. Members will view and report to the next meeting- **AGREED**
- iv) Trees to Rear of Sandhill Rise including the disposal of waste by a contractor- A new lamppost had been installed adjacent to the copse which can be accessed from Sandhill Rise. The contractor had cut back material from the copse and returned it to the copse. This had made access in this area difficult- **NOTED**

8. **Consideration of Financial Matters**

a) Consideration of the First Quarter Budget Monitoring Report – the report was received and **NOTED**

b) Receipt of July & August Bank Reconciliations- received and **NOTED**

c) Receipt of the External Audit Report

The External auditor has said that in their opinion the 'AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met'.

The report was received and **NOTED**

d) Note the Change in the ICO Direct Debit Payment from £40 to £52 (subject to the £5 discount)- **NOTED**

e) Note the NALC Payment Agreement for 2025/26- The Clerk and Site Supervisor had received the pay award for 2025/26 and back pay paid accordingly.

f) Bank Transactions

August Payments: paid under the Scheme of Delegation:

DDCR 25/26 4	British Gas	Pavilion Electricity	£16.86
DDCL 25/26 4	British Gas	Oak Tree Avenue Electricity	£15.29
25/26 47	CDC	Remove Damaged Basketball Backboard- Riverside Park	£108.00
25/26 48	CDC	Bin Emptying- Q1	£601.08
25/26 49	Site Supervisor	Salary, plus back pay, plus mileage	£646.52
25/26 50	Clerk	Salary, plus back pay, plus travel expenses	£1058.63
DDO 25/26 5	O2	Clerk's Mobile Phone	£15.42
25/26 51	Container King Ltd	6x toilet units, 2x disabled toilet units for Auckley Show	£1005.60
DDP 25/26 5	Nest	Clerk & Site Supervisor's Pension	£72.00
25/26 52	YLCA	Business Fire Safety webinar	£27.40
25/26 53	Christmas Plus Ltd	Light strings x 30 for big tree- The Green	£1170.00
25/26 54	Glendale Countryside	Grass cutting x 3, Strim x2 (July)	£1107.60
25/26 55	SLCC	Clerk's annual membership (shared with BPC)	£120.00
25/26 56	Andy's Aggregates	2 tonne topsoil for football pitch	£95.00
25/26 57	Reimbursement	PPE and Equipment for Site Supervisor	£48.57
25/26 58	Reimbursement	2 x Second class stamps	£1.74

Hayfield Park

HP 26/26 11	CDC	Bin Emptying- Q1	£311.86
HP 25/26 12	Water Irrigation	Steel grating x5	£52.09
HP 25/26 13	Glendale Countryside	Grass cut x 2 (June & July) Strim x2 (June & July)	£643.20

September Payments:

DDCR 25/26 5	British Gas	Pavilion Electricity	£8.59
DDCL 25/26 4	British Gas	Oak Tree Avenue Electricity	£13.14
25/26 59	Site Supervisor	August Salary, plus overtime	£690.68
25/26 60	Clerk	August Salary, plus travel expenses	£974.67
DDO 25/26 6	O2	Clerk's Mobile Phone	£15.42
25/26 61	Arrow Publications	1 ½ page newsletter	£192.00
25/26 62	PKF Littlejohn LLP	External Audit	£378.00
DDP 25/26 6	Nest	Clerk & Site Supervisor's Pension	£66.92
DDW 25/26 1	Business Stream	Pavilion Water	£1.83
25/26 63	RJ Electrical	Annual Electrical Inspection	£120.00
25/26 64	Glendale Countryside	Grass cutting x 2, Strim x1 (August))	£624.00

Hayfield Park

DD HP 25/26 5	British Gas	MUGA Electricity	£35.59
HP 25/26 14	Glendale Countryside	Grass cut x 3 (August) Strim x1 (August)	£544.80
HP 25/26 15	North Notts Landscape	Box cut x1 (August)	£81.60

9. Consideration of Recreational Matters

a) Hayfield Park:

- i) Submission of S106 application update- CDC have notified the Council that they have been awarded £53,032.28. No further update or payment has been received. The Council are currently in the process of meeting contractors on site in order to obtain quotes- **NOTED**

ii) Consider the Use of Hayfield Park by the Air Cadets- No information received- **DEFERRED**

b) Riverside Park:

- i) Consideration of the Quote to remove the Unhealthy Tree in the Copse near the Car Park- The tree has been monitored throughout the year but now the advice from the arborist is to remove it. A quote had been obtained but members raised the requirement for removal of two other dead trees in the same copse and two dead trees in the copse behind River Way. The Clerk is to obtain quotes for the removal of the five trees and was given a delegated decision to accept the lowest quote to remove- **AGREED**
- ii) Consideration of the Trees at the Rear of Sandhill Rise- The arborist advised that works should be undertaken in the area to clear vegetation away from the property boundary of 22 Sandhill Rise. Clerk to obtain further quotes and was given a delegated decision to accept the lowest quote to clear- **AGREED**
- iii) Consideration of the Quote for Removal of the Dog Bin by the Car Park
- iv) Consideration of the Quote for the Removal of the Bin and Bench near the Basketball Court- a combined quote of £161.16 was received for items iii and iv. Work **AGREED**
- v) Consideration of the Area under the Rope Climber- awaiting quote from manufacturer for alternative surfacing to cover the anchor points, though it was noted that new grass mats have been placed in the area- **DEFERRED**
- vi) Consideration of the Locking of the Car Park- local residents who were locking the gate have returned the key and therefore the gate is not being locked. A report of drug paraphernalia had been received by CDC. Members to monitor- **AGREED**
- vii) Consideration of Reimbursing the Show Committee for the Purchase of Fire Extinguishers- The Auckley Show are paying for the fire extinguisher tests on this occasion. The invoice shows that three extinguishers were purchased on the test day, one of these may belong to the council. The Council is trying to ascertain with the fire extinguisher company if this extinguisher is one that belongs to the council. It cost £70.75 to purchase with a disposal cost £3.50. If the extinguisher is owned by the council, the Clerk can reimburse the Auckley Show, if a request is received- **AGREED**
- viii) Consideration of a Thank You to the Auckley Show Committee- Clerk to send a thank you letter to the Show Committee- **AGREED**

10. Consideration of Other Council Owned Property- None

11. Consideration of Non Council Owned Assets-

a) Christmas Trees

- i) Consideration of the Purchasing a 3.0 - 3.5 m tree for Larch Avenue subject to agreement from SY Housing Association to plant- The Council require the biggest tree possible as it is more likely to survive. Clerk to ascertain if a November delivery date is possible. SYHA have requested that a formal agreement is signed, whereby the Council take responsibility for the tree and its maintenance. Clerk to request Agreement with SYHA- **AGREED**. Once the Agreement is completed, Clerk to place order with CDC for 3.0 to 3.5m Picea (£220) plus planting (£212.23) plus a 3 year contract for watering (£341.52)- **AGREED**
- ii) Agreement to Seek Permission from SY Housing to use existing tree on Fir Tree Avenue for display of Christmas lights- It was noted that the request needed to be made to the Mulberry Park Management Company for the addition of Christmas tree lights to the tree on Oak Trees Avenue. Clerk to contact the Management Company to make request- **AGREED**

- b) Christmas Carol Service- The second Tuesday in December is usually pencilled in so Clerk to confirm Tuesday the 9th of December with Armthorpe Elmfield Band- **AGREED**
Discussion took place about the location of the carol service – 6 votes were received for the Eagle & Child public house and 2 votes received for the Green. Clerk to contact the Eagle & Child to confirm the date, after contacting the band- **AGREED**

A programme will be created from the carol sheet before the night.

12. Consideration of Administrative Matters

- a) Police Report and Crime Figures – 21 in May and 20 in June- **NOTED**
- b) Consideration of the IT Policy- Circulated prior to the meeting- **AGREED**

- c) Discussion of Matters Associated with the Parish Council Website/Facebook
 - i) Additional Admin for Facebook account- Cllr J Smith will be added- **AGREED**. Arrangements to be made with former Cllr to remove as Admin- **AGREED**
- d) Consideration of the Addition of Email Address for the Site Supervisor- Clerk to arrange setup- **AGREED**
- e) Consideration of the Nomination of a Representative for the Reinstated Airport Consultative Committee- Cllr J Smith with reserves of Cllr G Taylor and Cllr R Dobson as reserves- **AGREED**
- f) Receipt of Reports of Meetings attended by Members of the Council:
 - i) PCJCC- attended by Cllr J Staniforth- notes distributed
 - ii) YLCA JEB- attended by Cllr J Staniforth
 - iii) YLCA Business Fire Safety Webinar- attended by Cllr J Worthington- discussion regarding the Risk Assessment for the pavilion.
 - iv) YLCA Powers, Policies and Procedures Webinar- attended by Cllrs Caygill and Worthington
 - v) Auckley Parish Centre- attended by Cllr G Warrender- no lease. Bookings are good.
- g) Consideration of the Payment for the Powers, Policies and Procedures Webinar attended by a members- the Clerk provided an update on the training budget. Clerk to arrange payment for Cllrs Caygill and Worthington on receipt of invoice- **AGREED**
 Discussion took place regarding the Whole Council Training which members and the Clerk had undertaken on Monday 8th of September. As the training was not completed a further quote had been received from the YLCA. Clerk to request that the training is completed free of charge with mileage being paid- **AGREED**
- h) Consideration of Items for Referral to Ward Councillors- **NONE**
- i) Receipt of Other Correspondence:
 - YLCA -Weekly News, Training programmes, Law & Governance Bulletin
 - NALC – Chief Executives Bulletin
 - Housing Consultation- Land West of Main Street
 - Planning Applicant- response to Council comments on 25/01261/FUL

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

The next meeting will take place on Wednesday 8th of October 2025 at Auckley Parish Centre, at 6.30pm.

Chair.....

Date: