

MINUTES OF THE MEETING OF AUCKLEY PARISH COUNCIL

HELD ON WEDNESDAY 13TH MAY 2026, COMMENCING AT 6.30PM

AT AUCKLEY PARISH CENTRE

Councillors Present: J. Staniforth (Chair), V. Dobson (vice chair), B. Herring, N. Slack, P. Swift, C. Thomson, and J. Worthington

In Attendance: E. Lear (Clerk) and two members of the public

1. **Election of Chairman**- Cllr Staniforth was proposed for the upcoming year- **AGREED**
 - a) **Signing of Declaration of Acceptance of Office**- **COMPLETED**
2. **Elections of Vice Chairperson**- Cllr Dobson was proposed for the upcoming year- **AGREED**
3. **Non-Attendance by Councillors**
 - a) Apologies were received from Cllrs Caygill and Warrender
 - b) The reasons for absence were **APPROVED**
4. **Declarations of Other Interests and Any Amendments**- None.
5. **Determination of the Exclusion of the Public and Press**- 11. a) iv, b) vii and viii, 12 a)
6. **Public Participation**

Thanks were conveyed to I. Swainston for modifying the door to the pavilion.

- a) **Consideration of Items Raised by Members of the Public Present at the meeting for Immediate Action/Future Consideration**- None
- b) **Raised by Members of the Public to the Clerk/Councillors for Immediate Action/Future Consideration:**
 - i) Request by resident of Childers Drive for assistance regarding hedge-Members had observed the hedge and it is the opinion of the council that it is not overhanging the footpath but this should be confirmed by CDC- **AGREED**. The resident will be advised that she could speak to the PCSOs at the upcoming parish centre coffee morning- **AGREED**. A request could also be made to the Neighbourhood Officer to speak to the resident - **AGREED**
 - ii) Concern regarding child safety due to current traffic issues on Hurst Lane- The resident had observed children being dropped off at the Yorkshire Wildlife Park roundabout and walking along the grass verge where there is no pavement towards the railway bridge and crossing the road at various points. The council will contact the local schools and college saying that they have received these concerns from the public- **AGREED**
 - iii) Request to cut back overgrown snicket from Ravenswood Drive to Riverside Park- CDC PROW have previously advised that the snicket does not belong to CDC and will not maintain. The Parish Council do not own the land and do not have the resources to maintain. The resident will be asked to consult their deeds to see if they can ascertain who the owner is- **AGREED**
 - iv) Concern regarding rubbish in the pond near the Yorkshire Wildlife Park entrance- Complaint to be referred on to the Yorkshire Wildlife Park to ascertain if the pond belongs to them and then, if required, to CDC- **AGREED**.
7. **Approval of Minutes of the Parish Council Meeting Held 8th April and Extraordinary Meeting held 28th April 2026**

The minutes of both meetings were approved and signed as a true record.
8. **Clerk's Report on Actions Arising from the Previous Meeting (s)**

Previous Minutes:

Public Participation- 49 Ravenswood Drive- response on 24.4.26 said that it was decided that there were no identifiable breaches in Planning in relation to this, but they would look again- no further response received. No response from anyone at CDC regarding the Swedish houses (9 and 11 Ellers Lane)- Clerk to refer on to Ward Cllrs- **AGREED**

8 b) The request for double yellow lines is still active CDC online tracking system

10 b v) No response from resident of Sandhill Rise regarding bin.

11. c) The resident of 75 Main Street has been in contact to say that the council allowed him permission to put his bin on the pinfold about 7 years ago- Clerk to respond that the council do not want the bins put on the pinfold now- **AGREED**

12a) Highways have replied saying that they have visited the site and an order will be placed for the necessary repairs which meet their criteria (Ellers Lane car park entrance)

Planning responded that files are in archive for when the shops were built (but with hindsight size of lorries may not have been an issue when they were built)

12 d) Auckley School will light the Lamp of Peace

12 h) iii Information forwarded regarding the Thrive audit. The Neighbourhood Co-ordinator and Officer have been seconded. The new Neighbourhood Co-ordinator will attend the June meeting.

12 l) No response from Ward Councillors regarding the skip- Clerk to chase- **AGREED**

9. **Consideration of CDC Matters**

- a) Report from District Councillors and/or CDC Officers- None but communication saying that they wish to reinstate the Joint Parish Meetings on a Saturday at Kilham Hall, Branton and asking for suggested dates. Clerk to respond that a date in July would be preferable- **AGREED**
- b) Identification of any New Highway Matters for consideration by CDC and/or Other Agencies- None
- c) Consideration of Planning Applications- None
- d) Decisions Made by CDC's Planning Committee- **NOTED**

10. **Consideration of Financial Matters**

- a) Council's Expenditure 2025/26 Under s137 of the Local Government Act 1972-£6392.78 **NOTED**
- b) Insurance Quotation- £1857.91 with Zurich Municipal with a 3 year Long Term Agreement- **AGREED**
- c) Review of the Effectiveness of Internal Audit and Control Systems- the council are satisfied with the current system- **AGREED**
- d) Maturing Cambridge & Counties 1 year fixed account and 6 month fixed accounts- Following a discussion about all of the council's finances and upcoming commitments, the two maturing accounts will be combined into a 1 year fixed rate account at 4.25% (dependent on rate at time of combining)- **AGREED**. This will require the 1 year account to be held in a holding account until the maturity of the 6 month account.
Notice will be given to withdraw £40,000 from the 31 day notice account- **AGREED**.
- e) Fourth quarter monitoring reports- Received and **NOTED**.
- f) April Bank Reconciliation against the bank statement- Received and **NOTED**.
- g) Bank Account Balances at 30.4.26:

Natwest Reserve Account (...995)	£49,781.06
Natwest Reserve Account (...560)	£488.00
Cambridge & Counties 1 Year fixed rate bond (...588)	£50,000.00
Cambridge & Counties 31 Day Notice Account (...668)	£73,032.28
Cambridge & Counties 6 month fixed rate bond (...362)	£10,218.10
Natwest Current Account (...360)	£200.00

- h) Consideration of Approval of Bank Transactions, including the Noting of Contractual Payments- **AGREED**

DDCR 26/27 1	British Gas	Pavilion Electricity	£28.82
DDCL 26/27 1	British Gas	Oak Tree Avenue Electricity	£15.12
26/27 8	HMRC	Q4 2025/26 Tax & NI	£971.47
26/27 9, 26/27 10 and DDP 26/27 2	Site Supervisor, Clerk and Nest	April Salaries, plus car mileage, travel expenses and Pension	£1518.50
DDO 26/27 2	O2	Clerk's Mobile Phone	£16.60
26/27 11	CDC	Bin emptying Q4 part 2	£55.46
26/27 12	Glendale	Grass Cut x2	£290.40
26/27 13	Glendale	Strim x1	£348.00

26/27 14	Auckley Parish Centre	Room hire x 2 for April	£21.50
26/27 15	Advanced Tree Care Ltd	Removal of fallen trees x 4 on Riverside Park	£456.00
26/27 16	Reimbursement	Pole Saw & leaf blower	£133.99
26/27 17	Reimbursement	Safety Boots	£17.30
26/27 18	Reimbursement	Broom	£3.32
26/27 19	Reimbursement	2 x recorded delivery, 2x 2 nd class stamps	£9.42

Hayfield Park

HP 26/27 3	Bloomin Good Gardens Ltd	Box cut x 3, strim x 2	£456.00
DD HP 26/27 1	British Gas	MUGA Electricity	£35.03
HP 26/27 4	CDC	Bin emptying Q4 Part 2	£55.08

S106 Hayfield Park

S106 26/27 1	Secure a Field	Supply & installation of bow top raining	£4432.90
S106 26/27 2	Sutcliffe Play Ltd	Supply & installation of swings, roundabout and see-saw plus wetpour safety surface	£36,884.70

14. **Consideration of Administrative Matters** (moved up the agenda by agreement)

a) Appointments to Internal Bodies:

- i) Staffing Committee-
 1. Cllrs Slack, Staniforth & Thomson with Dobson as reserve
 2. Chair: Cllr Thomson
- ii) Quarterly Audits- Cllrs Thomson & Warrender
- iii) Events Working Group- Cllrs Herring, Dobson, Staniforth and Swift (open for anyone including members of the public to join)
- iv) Asset Management Working Group- Cllrs Herring, Staniforth, Swift, Thomson & Warrender with I. Swainston (member of public)

b) Appointments to Outside Bodies:

- i) PCJCC Meetings – Cllr Staniforth with Cllr Swift as reserve.
- ii) Auckley Parish Centre Meetings – Cllrs Warrender & Dobson
- iii) YLCA Branch Meetings – Any member may attend, but only the two appointed can vote – Cllrs Staniforth & Worthington
- iv) Richard Metcalfe Charity Trustees – Parish Councillors: Cllrs Dobson, Slack and Worthington with Cllr Warrender nominated in absence.
Non Parish Council: I. Swainston

- v) Airport Consultative Committee – Cllrs Dobson with Cllr Herring as reserve (subject to any conflicts)

c) Consideration/Review of Policies & Procedures:

- i) Financial Regulations- **AGREED** with no changes
- ii) Standing Orders- **AGREED** with no changes
- iii) Scheme of Delegation- **AGREED** with no changes
- iv) Council's Code of Practice for Handling Complaints- **AGREED** with no changes
- v) Policy for Dealing with the Press/Media- **AGREED** with no changes

d) Schedule of Ordinary Meetings until April 2027- dates distributed and **AGREED**

e) Police Report and Crime Figures – 33- to monitor.

f) Discussion of matters associated with the Parish Council Website/Facebook- a notice agenda should be sent for inclusion on Facebook and links to files stored on the website should be provided for Facebook as can't add files to Facebook.

- i) The Doncaster Sheffield Airport (DSA) website will be advertised with the request for the public to make suggestions for the ACC agenda through this.

g) Items for Airport Consultative Committee Agenda- None

- h) Topics/ Items for the Agenda of the YLCA Branch meeting- None
- i) Nominations for the YLCA branch vice chair and JEB representative- None
- j) Dates of Future Litter Picks by the Rapid Response Team- Saturdays 13 June, 12 September and 7 November.
- k) Items for the Arrow/ Newsletter:
 - 1. Thank you to the RRT for litter pick/ Dates of future litter picks
 - 2. Date of next PCSO drop in session
 - 3. New councillors and election of Chair/vice chair of council
 - 4. Invitation for Airport Consultative Committee agenda items and new website information
 - 5. Encroachment on Parish Council land
 - 6. Hayfield Park improvements
 - 7. Update on proposed new housing developments
 - 8. Cllr Dobson attending Royal Garden Party- **AGREED**
- l) Consideration of the allocation of funds to a consultant for the review of the Neighbourhood Plan
The consultant who was used to compile the Neighbourhood Plan is estimating £8000- £10,000 to undertake a review based upon undertaking communication via Zoom meetings. There was a discussion about the timescale for the review to take place. Clerk to contact YLCA to request advice and guidance on timescales and for information about any funding sources. A review of the Neighbourhood Plan was **AGREED** but further discussion is required about the framework and arrangements. Contact to be made with CDC to ascertain if other councils are undertaking reviews etc- **AGREED**
- m) Consideration of progress on biodiversity in the parish- None
- n) Reports of meetings attended by Members of the Council:
 - i) Airport Consultative Committee- report distributed
 - ii) YLCA JEB- report distributed
- o) Consideration of Items for referral to Ward Councillors- Condition of the Swedish houses at 9 and 11 Ellers Lane and response regarding the skip- **AGREED**
- p) Receipt and Consideration of other correspondence:
YLCA -Weekly News, Training programmes, Law & Governance Bulletin
NALC – Chief Executives Bulletin

11. **Consideration of Recreational Matters**

- a) Hayfield Park:
 - j) Order and installation of metal fence -The order was placed with Secure a Field for £3,694.08 plus VAT- **NOTED**
 - ii) Goodwill gesture for the replacement basket swing ropes- from the manufacturer Jupiter Play- **NOTED**.
The ropes had been damaged rather than usual wear and tear.
 - iii) Donation of the tree trunk to Yorkshire Wildlife Park- **AGREED**
 - iv) Quotation for the resurfacing of Paths-Deferred until end of meeting
- b) Riverside Park:
 - i) Consideration of donation of logs and live vegetation to the Yorkshire Wildlife Park- the YWP do not require logs but trunks and live vegetation can be donated (discussion required with contractors)- **AGREED**
 - ii) Consideration of storage of equipment at the pavilion including a purchase of a cabinet for the pavilion– the Asset Management Group had met with the Clerk and Site Supervisor and a plan of storage of tools and equipment was set out. A lockable cupboard is required for the kitchen to store internal and COSHH items with the Clerk being able to source this for up to £300 – **AGREED**
 - iii) Consideration of the quotation to jet wash the basket swing- **DEFERRED** as quote not received
 - iv) Consideration of Expenditure on Summer Bedding Plants- Expenditure for three plantings a year i.e. spring, summer and winter- **AGREED**
 - v) Consideration of a Legionella Risk Assessment for the Pavilion- **DEFERRED**
 - vi) Updated Pavilion Risk Assessment- Received and **NOTED**
 - vii) Consideration of any further action required in relation to the encroachment of land and removal of direction post at the rear of 29 Sandhill Rise- Deferred until end of meeting

- viii) Consideration of any further action required in relation to the encroachment of land to the rear of 31 Sandhill Rise due to building work- Deferred until end of meeting.
- ix) Consideration of correspondence from the Auckley Show Committee regarding a request for a donation- Following receipt of the requested bank statement and discussion, a donation of £900 will be made to the Auckley Show- **AGREED**

Admission of the public to meetings of the local authority and other bodies- Under section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, (as amended), that members of the public and press be excluded for the duration of the following items:

11 a) iv) Quotation for the resurfacing of Paths- Following the receipt and discussion regarding 4 quotes the council decided to award the work to KBI Ltd with a quote of £16,581.70 subject to revision with the addition of PCC edging for the section of path that enters the park from Hayfield Lane to the field and information about the warranties- **AGREED**

- 11 b) i) Consideration of any further action required in relation to the encroachment of land and removal of direction post at the rear of 29 Sandhill Rise- Correspondence has been received from the resident setting out why they believe they own the land. Contact has been received from CDC PROW that the footpath is being encroached at the side of the property and they will write to the owners. Clerk to seek advice from the solicitor- **AGREED**
- ii) Consideration of any further action required in relation to the encroachment of land to the rear of 31 Sandhill Rise due to building work- CDC Enforcement are looking into a breach at this property and therefore no further action is required at this time- **AGREED**

12. Consideration of Other Council Owned Property

- a) Consideration of the Quotations for the Supply and Planting of Flowers in Tubs around the village- Two quotes were received. A quote of £1000 plus Vat from Walker's Nurseries- **AGREED**. Quotes will no longer be obtained for this service.
- b) Consideration of the Plant Watering Quotation- **DEFERRED** as no quote received
- c) Update on locating new noticeboard at the Eilers Lane parade of shops and near the Co-op on Hayfield Lane- no update.

13. Consideration of Non Council Owned Assets

- a) Consideration of the lack of progress on the replacement/refurbishment of seats on the village green by CDC – refer on to the Neighbourhood team with concerns about health and safety as no response regarding replacement/donation of benches- **AGREED**
- b) Consideration of the Purchase of a Portable Power Supply Tester- For use when erecting lamppost poppies- £8.49 from Screwfix-**AGREED**
- c) Consideration of the Purchase of cardboard policeman to act as speeding deterrent- not required.

15. Confirmation of Date and Time of Next Meeting

The meeting will take place on Wednesday 10th June 2026 at Auckley Parish Centre, at 6.30pm.

Chair.....

Date: