MINUTES OF THE MEETING OF AUCKLEY PARISH COUNCIL

HELD ON WEDNESDAY 9TH SEPTEMBER 2026, COMMENCING AT 6.30PM

AT AUCKLEY PARISH CENTRE

Councillors Present: J. Staniforth (Chair), V. Dobson (vice chair), P. Swift, C. Thomson, G. Warrender and J. Worthington

In Attendance: E. Lear (Clerk), four members of the public.

A MINUTE'S SILENCE TO RECOGNISE THE PASSING OF COUNCILLOR MARJORIE CAYGILL

1. **Non-Attendance by Councillors**
   a) Apologies were received from Cllrs Herring and Slack.
   b) The reasons for absence were **APPROVED**
2. **Declarations of Other Interests and Any Amendments-** None
3. **Determination of the Exclusion of the Public and Press-** 11. b) iv and v.
4. **Public Participation**
   a) Consideration of Items Raised by Members of the Public Present at the meeting for Immediate Action/Future Consideration-
   One member of the public asked what was happening at the Hurst Lane Quarry. It was reported that CDC Enforcement had informed the council that the owners had advised that they had been told to submit a retrospective planning application for the changes made to the use. CDC are now waiting on this application.
   Representatives were in attendeance from Auckley Football Club and Auckley Junior Football Club. They had previously requested that the council contribute towards a new line marker (the old one had stopped working) but informed the council that AFJC had now paid for this. They continued to ask that the football pitch on Riverside Park is rolled and the cross cut is performed. The Clerk informed them that the requests had been made to the contractor and were awaiting a response.
   A representative of The Styrrup football team was in attendance to request the use of Hayfield Park football pitch on Sunday mornings due to currently not having a pitch to play on. Concern was expressed by the council about the standard of the pitch and lack of facilities but the representative confirmed it was a better quality than the majority of pitches in use. The frequency of use would change from month to month but would always be a Sunday. They confirmed that they could mark the pitch.
   b) Consideration of items raised by members of the public to the Clerk/Councillors for immediate action/future consideration.
      i) Offer of assistance with the Ellers Lane 'Book Exchange'- It was noted that the telephone box containing the books looked very good so the local volunteers who are helping are doing a good job. Clerk to reply to member of the public, thanking them for the offer and welcoming their continued efforts, but making them aware that other people were also helping- **AGREED**
      ii) Request for memorial bench for a member of the public on Riverside Park- requesting bench to be sited on the riverbank so that the murmurations can be observed. The family are willing to fund the bench. The council will specify the bench i.e. a plastic composite bench with a back and allow a plaque- **AGREED**. Clerk to make enquiries with the Environment Agency about locating a bench in the area- **AGREED**. The Council will consider future requests for memorial benches on merit.
5. **Consideration of a Memorial as a tribute to Councillor and Former Clerk Marjorie Caygill**
   An informal discussion had taken place with Cllr Caygill's family. Following discussion a green composite bench located on the grass verge on Ellers Lane, opposite the doctors was proposed- **AGREED.** Clerk to enquire with CDC about the location and if possible, contact the family to seek their agreement- **AGREED.** Clerk to ask family for suggested wording for the plaque- **AGREED.**

6. **Approval of the Signing of the s106 Agreement relating to 25/00641/FULM planning Application for 34 Affordable Homes on the Charity Land off Hurst Lane- AGREED** and signed.
7. **Approval of Minutes of the Parish Council Meeting held 8th July 2026**
   The minutes of the meeting were approved and signed as a true record.
8. **Clerk's Report on Actions Arising from the Previous Meeting (s)**
   No reply regarding skip from Ward Members but they are taking applications for the Ward Members budget at this time. Clerk to request a skip again, by applying to the Ward Member's budget for funds- **AGREED.** Clerk to ask Ward members to supply information about costs of the skip in order to apply.
   7. b) The hedge outside 26 Common Lane has been reported. Clerk to contact CDC Highways asking that the grass verge on the other side of the pavement along Common Lane is removed to allow an increase in the size of pavement- **AGREED**
   9 a i) The edging of the paths on Hayfield Park was completed with topsoil and the Site Supervisor has recently reseeded.
   ii) The bin on Hayfield Park field has been replaced.
   iii) Peel Holdings had been contacted regarding vegetated strip near car park entrance on Rosebud way/ Lancaster Court but no response had been received
   10. c) The potholes in the Ellers Lane car park have been filled. The owners were thanked at the time of repair.
   d) Following no improvement to the benches on the green, the clerk is to report them to the CDC Head of Highways- **AGREED.** A request for a new bin on the green and on Church Lane is to be made- **AGREED.**

   a) **Noted** items under the Scheme of Delegation:
      1. Correspondence reponses to:
         i) Concern regarding traffic congestion and safety
         ii) Parking on pavements
      2. Planning Applications:
      i) 26/01268/FUL- Erection of a single storey rear extension- 2 Beech Avenue, Auckley - no comments or objections
      ii) 26/01257/FUL- Application to vary condition 02 (approved plans) of application 24/00265/FUL (Appeal Ref. 24/00020/REF): Erection of dwelling to rear of existing property (allowed on appeal on 27/02/2025)-14 Eastfield Lane, Auckley - no comments or objections
      iii) 26/01371/FUL-Erection of a kitchen extension to side of house- 10 Spey Drive, Auckley- no comments or objections
      iv) 26/01077/FUL-Erection of a building to be used by RFCA Cadet hut-Land West Of Hayfield Business Park, Hayfield Lane, Auckley – no objections but the council had commented about the consideration of the aesthetics of the building and inclusion of wildflower areas.
      3. Purchases:
         i) Ryobi battery
         ii) Land Registry documents
         iii) Garden Hose
         iv) Seed Spreader
         v) Grass seed
         vi) 2 x Noticeboards

9. **Consideration of CDC Matters**
   a) Report from District Councillors and/or CDC Officers
      i) Neighbourhood Co-ordinator- Steve Barnes had sent his apologies as could not attend.
      He had sent a request to use Hayfield Park for Breaking Beats which organises graffitti art activities for young people. The requested dates were for a Tuesday and Wednesday afternoon starting on the 29th of September, for 3 weeks. The use was **AGREED** subject to the providing of a risk assesment and public liability insurance.

ii) Consideration of response from Ward Councillor with regards to planters on Hayfield Lane- following discussion it was proposed that the clerk write to the ward councillor requesting an apology as it was felt that the tone of the email was inappropriate- **AGREED** with Cllr Staniforth abstaining and Cllr Worthington against the proposal.

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

i) Update from Safer Roads regarding safety measures- a design scheme for a traffic calming scheme on School Lane is in its final stages and should be out for consultation soon.
They have declined the request for a zebra crossing in the suggested location on Main Street due to vicinity to the traffic lights but they have assessed the signalised junction (including looking at pedestrians)- awaiting feedback.

ii) Clerk to report the tree roots as a trip hazard on the footpath from River Way to Riverside Park- **AGREED**

iii) The Clerk was given a delegated decision in order the respond to a footpath diversion consultation- **AGREED**

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

10. **Consideration of Financial Matters**

a) First Quarter (June) budget monitoring report -Received and **NOTED**

b) July and August bank reconciliations against the bank statements- Received and **NOTED**

c) 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) Consideration of increasing the Clerk's weekly hours to 15 hours- Discussion took place about backdating this to start on the 1st of September 2026. The increase by one hour was **AGREED**

e) Bank Account Balances at 31.7.26 :

Natwest Reserve Account (…995)	£18,622.01
Natwest Reserve Account (…560)	£959.47
Cambridge & Counties 1 year fix Account (…449)	£62,700.39
Cambridge & Counties 31 Day Notice Account (…668)	£33,948.27
Natwest Current Account (…360)	£200.00

And 31.8.26:

Natwest Reserve Account (…995)	£14,776.42
Natwest Reserve Account (…560)	£845.10
Cambridge & Counties 1 year fix Account (…449)	£62,700.39
Cambridge & Counties 31 Day Notice Account (…668)	£33,948.27
Natwest Current Account (…360)	£200.00

f) Introduction of bank charges on account no. …360.- On the 3rd of October charges will be applied to this account at £0.35/transaction. It is estimated that a £7 to £10 monthly charge will be applied- **NOTED**

g) Consideration of future banking arrangements- Discussion took place at looking at a move to Unity Trust Bank which provides dual authorisation for the accounts. There was an agreement in pricipal to this proposal with the clerk to make enquiries including what charges would apply, when they have time- **AGREED**

h) NALC Payment Agreement for 2026/27- 3.3% increase with back pay to April 2026- **NOTED**

i) Consideration of Approval of Bank Transactions, including the Noting of Contractual Payments-

AGREED

August:

26/27 42	Taylor Bracewell Solicitors	Land Dispute- payment on account	£600.00
26/27 43	HMRC	Tax and NI- Q1	£1039.91
26/27 44	Container King Ltd	Toilets for Auckley Show	£577.20
26/27 45	Glendale Countryside	Grass cut x2- June	£290.40
26/27 46	Glendale Countryside	June strim	£348.00
DDCR 26/27 4	British Gas	Pavilion Electricity	£24.21
DDCL 26/27 4	British Gas	Oak Tree Avenue Electricity	£14.65
26/27 47	Auckley Parish Centre	June Room hire	£21.00
26/27 48, 26/27 49 and DDP 26/27 6	Site Supervisor, Clerk and Nest	July Salaries, plus car mileage, travel expenses and Pension (plus pension difference for April)	£1517.58
DDO 26/27 5	O2	Clerk's Mobile Phone	£16.60
26/27 50	Arrow Publications	Single Page Newsletter	£126.00
26/27 51	Taylor Bracewell Solicitors	Boundary dispute- invoice minus payment on account	£491.60
26/27 52	Need a Hand Ltd	Filling hole at entrance to Riverside car park	£265.00
26/27 53	Need a Hand Ltd	Supply and application of antivandal paint to pavilion	£355.00
26/27 54	Glendale Countryside	Grass cut x2- July	£290.40
26/27 55	Glendale Countryside	July strim	£348.00
26/27 56	Fireguard Ltd	Pavilion fire extinguisher service plus replacement of water extinguisher	£109.80
26/27 57	SLCC	Clerk's annual membership (shared cost)	£126.50
26/27 58	Reimbursement	Ryobi Battery	£60.00
26/27 59	Reimbursement	Large 2nd class stamp	£1.55
26/27 60	Reimbursement	Title Plans and deeds for 6 properties	£84.00
26/27 61	Reimbursement	50 metre garden hose	£44.82
26/27 62	Reimbursement	Grass seed spreader	£7.55

Hayfield Park

HP 26/27 8	Glendale Countryside	Grass cut x 2- June	£114.96
DD HP 26/27 4	British Gas	MUGA Electricity	£14.44
HP 26/27 9	Glendale Countryside	Grass cut x 2- July	£114.96

<u>September:</u>

DDCR 26/27 5	British Gas	Pavilion Electricity	£30.57
26/27 63, 26/27 64 and DDP 26/27 7	Site Supervisor, Clerk and Nest	August Salaries and Pension	£1498.76
DDO 26/27 6	O2	Clerk's Mobile Phone	£16.60
26/27 65	PKF Littlejohn	External Audit	£504.00
26/27 66	Envirisk	Legionella Risk Assessment and schematic drawings	£540.00
26/27 67	The Parish Noticeboard Company	2 x 6 A4 display area noticeboards- 50% deposit	£2085.00
26/27 68	Glendale Countryside	Grass cut x1- August	£145.20

26/27 69	Glendale Countryside	August strim	£348.00
26/27 70	Glendale Countryside	Initial line marking of football pitch	£372.00
26/27 71	Blyth Pest Control	Wasp Eradication	£60.00
26/27 72	Auckley Parish Centre	July Room Hire	£21.00
26/27 73	RJ Electrical	EICR	£216.00
DDW 26/27 2	Business Stream	Pavillion Water	£10.95

Hayfield Park

DD HP 26/27 5	British Gas	MUGA Electricity	£18.26
HP 26/27 10	Reimbursement	Grass seed	£58.99

11. **Consideration of Recreational Matters**

a) Hayfield Park:

A discussion took place about the behaviour of the college students in the park after a member witnessed inappropriate use of the park on a Monday morning- Clerk to write to New College requesting that they talk to the students about respecting the park and using it appropriately- **AGREED**

i) Consideration of requesting a donation of a bench from the Rapid Respons Team (RRT)- Discussion took place about that the site required another picnic bench rather than a bench- Clerk to request that RRT make a donation on a brown composite picnic bench- **AGREED**

ii) Update on S106 funds and Consider use of remaining funds- £1154.03 left- with no claw back clause. Needs to be spent on Hayfield Park. All invoices, bank statements and photos of play equipment, fence and path which formed the project have been provided to the s106 team.
If RRT are not able to donate a picnic bench, then a picnic bench could be considered to spend the remaining funds. Members to consider further items.

iii) Consideration of the use of the football pitch by The Styrrup Football Club- Discussion that the football club were happy to use and that the ground was there to use. The had been informed that they would need to cover any expenditure. The Styrrup Football Club could use the pitch with no charge and subject to the receipt of public liability insurance- **AGREED**

iv) Consideration of the use of the field by Breaking Beats- subject to the receipt of Public liability insurance and risk assessment- **AGREED**

v) Further update regarding proposal for use of Hayfield Park from Civilian Welfare Committee 558 Squadron Finningley RAFAC- a planning application has been submitted for the installation of a cadet hut, with comments made by the council and is awaiting a decision.

b) Riverside Park:

i) Consideration of report for legionella risk assessment- **DEFERRED-** awaiting report

ii) A request from the football teams that the rolling and aerating of the football pitch be completed.

iii) Consideration of request from Auckley Show Committee to create access to new overflow car park for Auckley Show 2027- The Show Committee are requesting that a section of hedgerow is removed from the eastern hedgerow which forms a boundary with the farmer's field with the intention of installing a double gate to allow vehicular access to an overflow car park in the farmer's field.

1. Advice from CDC Tree Officer- The Tree Officer has said that the hedgerow is a pre-1845 hedge and therefore a planning application would be required to remove a section, which is unlikely to be approved.
Clerk to inform Show Committee that the proposal is not feasible due to advice received from CDC Tree Officer- **AGREED**

iv) Update with regards to encroachment and consider further action required in relation to the encroachment of land at the rear of 29 Sandhill Rise- DEFERRED until end of meeting

v) Consideration 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.

12. **Consideration of Non Council Owned Assets**

a) Update on CDC works at the Ellers Lane parade of shops- A black noticeboard is on order. CDC have informed the council that installation of the noticeboard and bench will be free of charge as part of their highway improvement works in the area. Installation of the noticeboard at Hayfield Lane will cost £730.

b) Consideration of requesting a donation of a bench from RRT at the Ellers Lane parade of shops- Following positive consultation, an armed black composite bench will be requested from RRT- **AGREED.** Concern was expressed by one resident but council thought it best to try the bench in the area.

c) Consideration of the ongoing maintenance of the wooden planters on Hayfield Lane- Clerk to contact Ward councillors saying that council are willing to buy the spring bulbs, but can CDC confirm they will plant- **AGREED**

13. **Consideration of Other Council Owned Property**

a) Consideration of arrangements for Volunteers for the Ellers Lane 'Book Exchange'- volunteers will continue to help.

b) Consideration of the purchase of two metal soldiers for inclusion in remembrance displays- Following discussion, two Unknown Tommy Soldiers at a cost of £200 each, will be purchased for inclusion in displays on the green and at Hayfield- **AGREED**

c) Consideration of the Christmas Lighting Contract- A new contract is required with Christmas Plus to dress the trees for the next 3 years. The cost for 7 trees for installation, dismantling and storage: £3,300.00 + VAT- **AGREED**

14. **Consideration of Administrative Matters**

a) Police Report and Crime Figures – 33 in July which is a big increase. Concerns will be expressed to the PCSOs via the coffee morning.

b) Discussion of matters associated with the Parish Council Website/Facebook- The Charity requires 3 more people to become trustees- to advertise via Facebook and the website.

c) Consideration of resolutions for the YLCA Joint Annual Meeting- None to put forward.

d) Consideration of topics for the YLCA South Yorkshire Branch Meeting- None to put forward.

e) Reports of meetings attended by Members of the Council:

i) PCJCC (report circulated)- Attended by Cllr Staniforth

ii) YLCA JEB- Attended by Cllr Staniforth

iii) YLCA South Yorkshire Branch meeting- Attended by Cllrs Staniforth and Worthington

iv) Airport Consultative Committee- - Attended by Cllr Dobson in August. 116 positive responses so far. They would like members of the ACC to attend a consultation event. Online consultation events are still taking place.

f) Consideration of items for referral to Ward Councillors- Cllr Worthington had contacted Ward Councillor Waller about the green bins not being emptied at the correct time and received a response that it was due to vehicular breakdown.

g) Consider of items for the Newsletter/Arrow:

i) Councillor Vacancy

ii) Thank you to Auckley Show Committee

iii) Village Green Seating

iv) Upcoming dates including PCSO drop ins

v) Planning Updates

vi) Charity members request- **AGREED**

h) Consideration of other correspondence:

YLCA -Weekly News, Training programmes, Law & Governance Bulletin
NALC – Chief Executives Bulletin
CDC- Local Plan Consultation
John Tuke Charity Land- s106 agreement and Deed of Transfer- both signed.
ACC- Airport Change Consultation- Clerk to reply.

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. b) iv) Update with regards to encroachment and consider further action required in relation to the encroachment of land at the rear of 29 Sandhill Rise- Awaiting information from Council's previous solicitor regarding Court Order. Further information required from minutes regarding further actions in the area following the Court Order.
    v) Consideration any further action required in relation to the encroachment of land to the rear of 31 Sandhill Rise due to building work- Clerk has contacted multiple companies regarding undertaking a survey of the boundary. Most are not able to help. Awaiting a sufficient number of quotes. 31 Sandhill Rise has resumed building.

15. **Confirmation of Date and Time of Next Meeting**
    The meeting will take place on Wednesday 14th October 2026 at Auckley Parish Centre, at 6.30pm.

Chair……. Date: …….