

MINUTES OF THE MEETING OF AUCKLEY PARISH COUNCIL

HELD ON WEDNESDAY 10TH JULY 2024, COMMENCING AT 6.30PM

AT AUCKLEY PARISH CENTRE

Councillors Present: S. Featherstone (Chair), I. Swainston (Vice Chair), M. Caygill, R. Dobson, J. Staniforth, L. Sydney, J. Worthington.

R. Jones (Ward Councillor)

E. Lear (Clerk)

One member of the public

Public Participation

A prospective applicant for the vacancy of Councillor was in attendance. She outlined her experience on the Auckley Show committee and asked to remain to listen to the meeting.

1. **Non-Attendance by Councillors**

- a) Apologies were received from Cllr Warrender
- b) The reason for absence was accepted.

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

Cllr Featherstone- item 8: discussion of Auckley School- other interest.

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

Not required.

4. **Approval of Minutes of the Parish Council Meeting Held 12th June 2024**

Following mention of the omission of the thank you to the 4th Doncaster Scouts, the minutes were approved and signed as a true record.

5. **Reports from District Councillors and/or DMBC Officers**

Cllr Jones was in attendance.

- He thanked the council for the suggested location for the 'Man Shed' on Hayfield Park and detailed some of the requirements. Council clarified that they were only proposing a location rather than providing funding for its set up.
Council requested Cllr Jones provide a report on the scheme. Planning permission would be required for the site.
- He reported that he keeps reporting the fly-tipping/rubbish on Common Lane.
- He reported he has no problem with the planning application at the old nursery site on Gatehouse Lane.
- The Chair thanked him for his attendance
- He reported that the airport is going through the final stages
- Confirmation has been received from all of the Parish Councils in the Finningley Ward regarding the creation of the Ward meeting.
- Cllr Swainston asked for information about the coloured markings at the Gatehouse Lane junction with Mosham Road and the roundabout near the Yorkshire Wildlife Park.

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

6. **Previous Minutes**

- CDC will carry out path repairs on the Spey Drive play area within the next couple of months.
- The bin on the Spey Drive play area has been repaired.

- Peel reported that they did not know who had placed the Heras fencing to the north of the airport, on Hayfield Lane, suggesting it may be the owners of horses.
- Clerk to confirm disposal of items with Show Committee via email.
- Skepticism was expressed about the use of wildflower seeds to deter parking on the verges on Hayfield Lane as people were driving on to the verges still. Others suggested that if the verges were left untouched over the summer holidays, the flowers may be able to grow and then deter the behaviour- to monitor.
- Met with Peel representatives:
 1. A new contact will be in post w/c 15th of July
 2. They will contact their contractors about tensioning the fence adjacent to the path on Hayfield Lane
 3. Clarified position with expectation for Peel to maintain their tree belt and litter pick the area. Stated the council would not want to take on ownership of the tree belt.

18. Consideration of Donation to the 4th Doncaster Scouts for support of D Day Event

Letters of thanks sent to both the scouts and Reverend.

23. Highway Matters

- Pavement on Main Street approaching the Parish centre reported to CDC who following inspection reported back that it doesn't meet their intervention criteria.
- Overhanging hedge on the Hollows reported to CDC- letter sent to residents by CDC
- Both CDC and Peel were approached about the overgrown path which approaches the wood near Hayfield Lane School- Peel have confirmed they are not the owners. Clerk to go back to CDC PROW. Clerk to send information provided by Peel regarding path ownership to the side of Hayfield Lane School, to members.
- Dead tree reported but request to report online.
- Overgrown hedge outside 24 Common Lane- CDC state that the hedge is not overgrown and that it is the parked vehicles that are causing obstruction to the footpath. Clerk to reply to CDC that it is the hedge causing the obstruction.
- School Lane traffic light obscured- CDC have passed on to the signal contractor.
- No update on speed sign not working.

24. Recreation Matters

- Auckley Football Club placed the socket covers in the goal post sockets on Riverside Park but have had issues with young people removing as well as them going into the compound to get the goal posts to then try and erect on the field. The posts have now been placed in the pavilion for security.

Members discussed the temporary goal posts blocking the entrance to the pavilion. Clerk to write to AFC expressing concerns about safe access to the pavilion and not causing an obstruction.

7. Consideration of Contact made by Members of the Public

- a) To consider reports regarding two footpaths and a fence down off Bell Butts Lane
 - The fence currently serves no purpose and is not dangerous- to monitor.
 - Fence panels located on Spey Drive Play area- Clerk to report to CDC
 - The footpath from Ravenswood Drive to Riverside Park is overgrown- Clerk to chase CDC
 - Cllr Swainston also reported that strimming of nettles is required where this park enters the park- Clerk to report to contractor.
 - Roots in path down from Riverside Gardens- Clerk to contact CDC owner of land.
 - The state of the benches on the Green- Clerk to add discussion of Priorities List to September agenda to discuss item.
- b) Request to place 2 crossings along Hayfield Lane, one near Hayfield Lane School/ Co-op and one near Hayfield Park. There is no longer a lollipop person for the school- Clerk to refer to Ward Councillors as not parish council land.
- c) Request to cut back path along the north side of the River Torne- Clerk to refer to the Environment Agency.

8. **Consideration of a Donation to Auckley School for their 50th Anniversary**
Cllr Caygill proposed £200 donation- **AGREED** with 2 abstaining from the vote and Cllrs Staniforth & Sydney against the proposal.
9. **Consideration of a Donation in Memory of Councillor Platts**
Members decided to donate as individuals rather than the council to the suggested Haematology Department of the Sheffield Hallamshire Hospital.
10. **Consideration of Sending Two Representatives to Cllr Platts' Life Celebration**
Cllr Featherstone as Chair and Cllr Worthington as former Chair to attend on behalf of the council- **AGREED**
11. **Update on the Ellers Lane Parade of Shops Rejuvenation**
CDC Highways Officer met members on site. He said he would speak to the Drainage Team at CDC regarding the ownership of the drain which acts as a boundary between the private land and CDC land. CDC Drainage have stated to him that they believe the drain does belong to them and will look into work to improve the drainage situation.
He also said that he would speak to the CDC Tree team. The Tree team will visit the site to assess the situation.
The Highways officer will provide a quote for the levelling of the surface to create a smooth v shape to the drainage channel once the ownership in the area is confirmed.
12. **Consideration of VE Day 80 Celebrations**
Cllr Dobson suggested a bonfire which ties in with the national plan suggested by the Pageant Master, plus a pensioners' tea to be held in the Parish Centre. A separate working group will be formed to discuss.
13. **Consideration of the First Quarter Audit and Budget Monitoring Reports**
Deferred but noting the receipt of income from the Allotments Committee in error. The money will be transferred to the Charity.
14. **Consideration of the Internal Audit Report**
The internal auditor commented that there was 'currently no segregation of setting up and release of payments via online transfer. Additionally, payments made are reviewed and signed off in retrospect'. Following discussion to minimise the chances of fraud, the council will complete monthly bank reconciliations with the bank statements. A standing item will be added to the agenda- **AGREED**.
15. **Review of the Financial Regulations**
The Electronics payment section still requires review. Clerk to complete.
16. **Review of the Scheme of Delegation- APPROVED**
17. **Noting of the Quote for the Repairs to the Pavilion Roof**
£100.
18. **Consideration of the Football Fees for the Upcoming Year**
Cllr Sydney proposed £380 paid in two instalments- **AGREED**
19. **Consideration of Creating a Tree Policy**
Solicitor representing the Council in a Small Courts claim has reported that the case will proceed to court following no response from the claimant's solicitor. The solicitor has suggested that the council create a tree policy.
Following discussion Clerk to submit a 'Request for Information' with the YLCA asking for information from other councils with a tree policy. Clerk to ask CDC for information on their tree policy.
The tree surveys of the Copse and Riverside Park will take place on the 1st of August.
20. **Discussion of the Pipe and Ditch on Riverside Park**
The flap which allows water to enter the river channel can't open due to the volume of water in the river. Discussion took place regarding ownership of the pipe.
21. **Discussion of Highway Matters**
- Vegetation in road gulleys:
along Hurst Lane from the roundabout to Bawtry Road
Lancaster Court
Ravenswood Drive from Common Lane to the the entrance to Riverside Park- Clerk to report to CDC

- 29 Sandhill Rise- has permission been sought to create a boundary around the grassed area with tree stumps which are a trip hazard- Clerk to enquire with CDC.
- A road block will eventually be in place on the Torneley Quarter to prevent access past the park but road users are getting used to the cut through- Clerk to request Avant Homes place a temporary road block in the area.
- Extension to rear of 31 Sandhill Rise plus wall to the front- Clerk to enquire with CDC Planning if they have planning permission.

22. **Discussion of Recreational Matters**

a) Hayfield Park:

1. To consider the picnic table
2. To update on CCTV use:

The police report that that they are not getting many reports of antisocial behaviour on the site and the reports by the parish council have too broad of range of timescale to use the CCTV camera. Clerk to contact Bawtry Town Council and Finningley Parish Council to establish effectiveness of their CCTV cameras.

3. To discuss Hayfield Park future maintenance- Clerk to clarify with contractor if strimming of Hayfield Park has taken place and what is strimmed.

The grass on Hayfield Park playing field is not establishing after reseeding. Clerk to contact contact contractor to arrange further weed/feed of field.

2 gully covers are missing from the MUGA- Clerk to contact CDC for replacement.

b) Riverside Park

1. To update on strimming: 3 strims completed so far this year. Contractor is not strimming at start of contract- Clerk to clarify with contractor for next year.
2. To update on schedule in run up to Auckley Show:

Following contact from the Show Committee regarding grass cutting when the marquees were being erected in the previous year as well as grass being too long when cut and therefore a potential fire hazard, arrangements have been made with the contractor to cut the grass weekly in the 3 weeks prior to the erection of the marquees. The grass will not be cut in the week of the erection of the marquees. An additional trim will take place in the week of the erection of the marquees i.e. in the week leading up to the show.

23. **Police Report and Crime Figures**- No figures available.

24. **Update on Councillor Vacancy**- the notice period for requesting an election with CDC ends on the 11th of July. Clerk to await further information.

25. **Consider Update from Staffing Committee**

Following the resignation of the Handyman, the Chair of the Staffing Committee informed council that they met with a person who could fill the position on a temporary basis who came from a similar role and was suitably trained. He would start on 10 hours/week.

The Staffing Committee are looking at the job description for the role and looking to develop the role and its priorities. The aim is to have the job evaluated. A delegated decision was given to the Clerk to allow up to £100 to be spent on job evaluation- **AGREED**

Temporary cover of the role and requirement to advertise to the permanent post- **AGREED**

Clerk's CiLCA course costs will be shared with the Clerk's other employer as an equal split.

26. **Discussion of Matters Associated with Parish Council Website/ Facebook**- None

27. **Consideration of Items for Referral to Ward Councillors**

Request for crossings on Hayfield Lane from member of the public.

28. **Reports of Meetings Attended by Members of the Council:**

YLCA South Yorkshire Branch Meeting-attended by Cllr Staniforth-National planning advisor in attendance who advised that biodiversity must be maintained but not necessarily in the same place.

The YLCA are reviewing branch meetings- no meeting to take place in October.

Councillor Discussion Forum- attended by Cllr Worthington-discussion of VE Day.

Biodiversity webinars (two)- attaneded by Cllr Worthington- notes can be distributed.

29. **Consideration of Planning Applications-** none

30. **Report Decisions made by DMBC's Planning Committee-**

24/00508/FUL- Erection of 2 storey extension to the front and rear including new roof and dormer windows, and ground floor extension to the front of the garage and erection of wall to connect the property and garage creating an annex- 2 Hurst Lane Auckley Doncaster- **GRANTED**

31. **Banking Transactions**

24/25 26	Handyman	Salary	£307.52
24/25 27	Glendale Countryside	Grass cut x3, Strim x1, Goal post removal, Goal mouth renovation – both pitches	£1472.16
24/25 28	Aries Networks	WordPress hosting 12 months	£86.40
DDCR 24/25 3	British Gas	Pavilion Electricity	£17.84
DDCL 24/25 4	British Gas	Oak Tree Avenue Electricity	£15.52
24/25 29	Clerk	Salary	£912.05
24/25 30	Exact Marketing	Gov.uk website set up and maintenance	£288.00
24/25 31	Arrow Publications	Single Page Newsletter	£126.00
DDO 24/25 4	O2	Mobile Phone	£14.35
DDP 24/25 4	Nest	Clerk's Pension	£42.21
24/25 32	HMRC	Tax & NI payment- Q1	£578.64
24/25 33	CDC	Bin Emptying Q1	£225.00
24/25 34	C. Wellings	Internal Audit	£125.00
24/25 35	Glendale Countryside	Grass cut x2	£268.64
24/25 36	R Marsh Joinery	Pavilion roof repair & antivandal paint	£330.00
24/25 37	Reimbursement	Sports Equipment Hayfield Park	£58.90
24/25 38	Doncaster 4 th Scouts	Donation- D Day Support	£100.00

Hayfield Park

HP 24/25 5	Glendale Countryside	Grass cut x1, part grass cut x2, strim x1, Pitch seeding	£1871.24
DD HP24/25 3	E on	MUGA Electricity	£20.15
HP 24/25 6	CDC	Bin Emptying Q1	£247.54
HP 24/25 7	North Notts Lands.	Box cut- play area	£148.80

32. **Receipt of Correspondence:**

YLCA -Weekly White Rose Update Bulletin, Training programmes, Law & Governance Bulletin

NALC – Chief Executives Bulletin

Phab- Request for funding- Clerk to contact suggesting contacting the Co-op

Housing Needs Survey- people have commneted that it reads as if it is sent on behalf of the Parish Council which it hasn't.

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

The next meeting will take place on Wednesday 11th of September at Auckley Parish Centre, commencing at 6.30pm.

Chair.....

Date: