

**MINUTES OF THE MEETING OF EDLINGTON TOWN COUNCIL HELD ON TUESDAY 14<sup>th</sup> SEPTEMBER, 2021 AT 6.30PM IN THE COUNCIL OFFICES, STUBBINS HILL, EDLINGTON.**

**Present:** Councillors Joan Briggs (Mayor), Jan Devanney, Joseph Reid, Rob Reid, Steve Reardon and Linda Smith.

**Also in Attendance:** Simon Oldham (Town Clerk). No members of the public present.

Before the formal commencement of business the Mayor reported and the Town Council agreed to accept the following matter as an urgent item of business – “Planning Application consultation 21/02778/TCON, Conservation area notification to fell and remove five small Cherry trees, one dead/failed Cherry tree and thin out three Beech trees from the boundary with Grafton Lodge. The trees are within the Old Edlington Conservation Area - 7 School Walk, Old Edlington, Doncaster, DN12 1PU”, the grounds for urgency being that the deadline for a consultation response was within 21 days which was before the next scheduled meeting of the Town Council on 12<sup>th</sup> October. The item to be considered under agenda item 9 “Planning”.

**2021.144 To receive and consider apologies for absence.**

**RESOLVED** to approve the apologies of Councillors Keri Anderson and Victoria Whittemore.

**2021.145 To consider motions for the variation to the order of business (if any).**

None.

**2021.146 To receive any declarations of interest not already declared under the Council’s code of conduct or Members register of disclosable pecuniary interests.**

Councillor Joan Briggs declared a disclosable pecuniary interest in respect of agenda item 10.4b) “Recreation ground pavilion – cleanse and electrical condition survey” with regard to the quotation received from Doncaster Electrical Services Ltd for conducting an electrical test condition survey and withdrew from the meeting during its consideration. Councillors Joan Briggs and Jan Devanney declared a disclosable pecuniary interest in relation to agenda item 13.3 “Grant application – Helping Hand Community Centre re Christmas fayre” in their capacity as trustees of the Helping Hands Centre and withdrew from the meeting during the consideration thereon.

**2021.147 To identify items for which the press and public may be excluded (if any).**

**RESOLVED** to exclude the public and press in respect of agenda item 16.1 “Town Clerk request – working pattern”, which was prejudicial to the public interest in view of information relating to the terms and conditions of employment of a staff member.

**2021.148 To confirm the minutes of the meeting held on 10th August, 2021 as a true and accurate record.**

**RESOLVED** to approve the minutes as a correct record.

**2021.149 Public Speaking Session – In accordance with Standing Order 3.e, a period not exceeding 15 minutes will be allowed for members of the public to speak & make representations (maximum of 3 minutes for each person).**

No members of the public present.

**2021.150 Partner Updates from DMBC Ward Councillor(s) or South Yorkshire Police representative (if present).**

**RESOLVED** to note the update from Ward Councillor Rob Reid advising that he had now completed 16 in-house training sessions as part of his induction as a new Councillor with 2 more sessions to go. He had also been very busy with Ward case work across the spectrum,

including instances of noise nuisance particularly on the Granby estate. The Full Council meeting at the end of the month was due to receive presentation of the petition from the Hilltop Helping Hands Community Centre calling for a pedestrian crossing to be installed outside crossing Edlington Lane.

**2021.151 Pursuing DMBC Leisure Services for a site visit to view Armthorpe Leisure Centre's refurbishment.**

**RESOLVED** (1) to note that a site meeting had been arranged to view the recent refurbishment carried out to Armthorpe Leisure Centre, to take place on Tuesday 21/9/21 at 10am with the CEO of DCLT and Commercial Operations Manager and (2) DMBC Cabinet Member for Culture & Leisure Services, Nigel Ball and DMBC Leisure Services Business Development Manager Andy Maddox be invited to the next Town Council meeting on 12/10/21 to discuss the current position regarding the condition survey currently being undertaken of Edlington Swimming Baths and timeframe/expectations for the delivery of a refurbishment programme.

**2021.152 Update from DMBC re Edlington Master plan consultation timeline – Town Council and local community.**

**RESOLVED** to note the communication from Helen McCluskie, DMBC Principal Planning Officer re the plans for a community consultation approach re the evolving Edlington Masterplan and in advance of that consultation a request be made for a Microsoft Teams meeting update on how the Masterplan was shaping up, to involve the consultants, in the next few weeks prior to this going out to community consultation later during October.

**2021.153 Edlington Woods – notification of draft Tree Preservation Order (417), 2021.**

**RESOLVED** that approval be given to respond to the draft TPO in the following terms :- Whilst broadly supporting the draft TPO, the Town Council felt that this does not go far enough and cover/offer the same protections as did the original 1970's TPO which also highlighted the four fields in the middle of the Woods that were shown and highlighted in grid squares on that Order. This original Order had the effect of covering that part of the land and protecting against potential future development/quarrying via an extension of the Breedon's Stainton operation. The Town Council wish to lobby for the draft TPO to be identical or match the original TPO and offer no lesser protections (not least being a designated SSSI area) and thereby cover the entirety of the Woods and not just the outer ring as the new draft appears to cover.

**2021.154 Planning Application Consultations (if any).**

21/02778/TCON, Conservation area notification to fell and remove five small Cherry trees, one dead/failed Cherry tree and thin out three Beech trees from the boundary with Grafton Lodge (All trees are marked with spray paint). The trees are within the Old Edlington Conservation Area - 7 School Walk, Old Edlington, Doncaster, DN12 1PU

**RESOLVED** to raise no objections regarding the proposed tree works in the Old Edlington conservation area, however Members asked that their concerns be raised regarding it being perceived that work appears to have already been commenced in this regard ahead of formal consent being granted.

**2021.155 Report of the Clerk – To receive updates and consider matters in respect of:**

- (a) Burial Ground – Confirmation of sourcing of a memorial tree.

**RESOLVED** to note that a memorial tree had now been sourced and placed out near to the entranceway adjacent Edlington Lane.

- (b) Allotments - i) . Summary of site inspection carried out at Group 2/3 Staveley/Victoria site and follow up actions.

**RESOLVED** to note the reporting by the Clerk of the outcome of the site inspections carried out in conjunction with Town Councillors Linda Smith and Victoria Whittemore, the matters raised with the Site Secretary and the warning notices issued to plot holders in respect of unkept plots and plans for a subsequent re-inspection on 18/10/21 and follow up meeting with the Site Secretary;

ii) Update on establishment of a constitution and properly established committee for Group 1, Martinwells site following resignation of Site Secretary.

**RESOLVED** to note the reporting by the Clerk of the meeting held with Plot holders on 29/7/21 and their subsequent meeting of Plot holders on 29/8/21 to formally establish a constituted committee to self-manage the allotment site and the appointment of a Chairman and Secretary and further ongoing advice/support being provided by the Clerk in accordance with best practice set out by the National Allotment Society and

iii) Status update on Group 4 Hilltop site and plans for hiring grabbers for clearance of debris adjacent the Hilltop Academy boundary.

**RESOLVED** to note the outcome of communications between the Clerk and the Site Secretary and follow up inspection carried out last week where negligible progress had been made regarding clearance of debris from the top left corner of the site, the way forward that had been discussed to move this forward and the plans for a further follow up inspection at the end of October.

- (c) Community Centre - To review the prospects for re-opening for general hire/lettings to all potential users in light of current status of Covid pandemic.

**RESOLVED** in light of the prevailing Covid situation, approval now be granted to the re-opening of the Grainger Centre for general hire to any potential user group/individual and publicity be placed on the facebook page and noticeboard regarding the facilities available and the rate of hire.

- (d) Recreation Ground/Miners Memorial Garden - i) update on site meeting with DMBC CCTV contractor 25/8/21 and progressing the project and likely installation timeline  
**RESOLVED** to note the feedback on the site meeting held on 25/8/21, that the equipment had been placed on order with an expected 4 week delivery timescale and that the Clerk was pursuing a replacement meter installation that was required with our electrical supplier that was required to connect part of the CCTV installation to ensure a live supply and connectivity as a whole.

(Councillor Joan Briggs withdrew from the meeting during consideration of the following item). Councillor Steve Reardon (Deputy Mayor in the Chair).

ii) Recreation ground pavilion – cleanse and electrical condition survey.

**RESOLVED** (1) to note that further to the site inspection on 25/8/21, a general cleanse of the recreation pavilion had now been carried out and further considerations were underway regarding plumbing remedial repairs that were required and (2) approval be given to proceed to carry out an electrical condition survey of the recreation pavilion as well as the Grainger Centre and Cemetery premises on the basis set out in the quote from Doncaster Electrical Services Ltd for the sum of £472 plus VAT.

(Councillor Joan Briggs returned to the meeting).

- (e) Improvement Projects & Events – i) Remembrance Sunday and Armistice Day commemorations & Miners annual Memorial commemoration 22/9/21 & Carols in the Park – minutes of Activities Working Group meetings 17/8/21 & 7/9/21;  
**RESOLVED** (1) to note and accept the minutes of the Activities Working Group meetings held on 17/8/21 & 7/9/21 in preparations for forthcoming

events/commemorations; (2) in respect of Remembrance Sunday in light of Councillor Rob Reid's reporting re his preparatory work in liaising with cadet groups that it appeared likely that there would be lesser numbers of Cadet's attending in view of their depleted numbers they had suffered during the last 18 months of the pandemic and thus preliminary preparations be put in place to revise the parade to march from Hilltop Helping Hands Centre to the Cenotaph via St John's Church and to terminate there. As a consequence, only pre-event refreshments may be required via the Hogroast supplier from the Helping Hands Community Centre. It was noted that no bugler had been sourced although a young girl may be available to provide back up if needed and that St John's choir were unable to attend and sing in support of the hymns at the Cenotaph; (3) to note that with regard to the Armistice Day commemoration with Schools, Father Adikwu of St Mary's/Sacred Heart had agreed to preside at the commemoration and he would be invited to attend the next AWG meeting on 12/10/21 at 12noon to meet with the Town Council ahead of the day. Further confirmation was being sought re Schools committing to attend and options for a small token memento/gift from the Royal British Legion was being explored with a view to handing to School pupils attending on the day; (4) to note the agreed approach to the service of commemoration for the Miners annual memorial on 22/9/21 and a draft order of proceedings be prepared and agreed with the Town Mayor for notification to all Members during the next few days. In addition, Councillor Jan Devaney had agreed to collect and return Mr Rumbelow the eldest remaining former Yorkshire Main Miner who had kindly agreed to lay the wreath at the event and (5) the Carols in the Park Christmas carol service be scheduled for Monday 13/12/21 and whilst an approach to the Salvation Army to support the event had been unsuccessful, the local Schools be approached to provide their own suggestions of Carols to be sung or by delivering their own montage of festive songs.

ii) Christmas preparations – arrangements for sourcing trees and festive lights.  
**RESOLVED** to pursue the usual number and quantity of Christmas trees for deployment on Edlington Lane and the festive lights at the Miners garden be reviewed and refreshed as deemed appropriate.

- (f) Climate Emergency – correspondence with DMBC Streetscene re options for wildflower verges or scope for naturalisation.  
**RESOLVED** to note the reply from DMBC Streetscene on the potential areas within Edlington that might be considered further for designation either for wildflower planting or for naturalisation; (2) that Councillor Rob Reid in his Ward Member capacity would discuss this matter further with Streetscene Officers and (3) a facebook post be placed seeking local community views on the prospects for and potential areas where either naturalisation or wildflower planting might be considered further.
- (g) Update re progressing the sculptor quote re Frank Arrowsmith Go Fund Me Memorial Appeal.  
**RESOLVED** to note that the mining artefacts had now been handed over to the Sculptor to consider the scope/options and to provide a quotation of what might be produced from the fundraising monies as a suitable memorial and the Clerk to chase up and pursue the quotation to enable further consideration at the next Town Council meeting, to move this forward.
- (h) Notification by PKF Littlejohn of the completion of the audit of the Town Council's annual governance and accountability return for the year ending 31/3/21.  
**RESOLVED** (1) to note the correspondence from PKF Littlejohn advising that they had completed the audit of the Town Council annual governance return for 2020/21 and had issued their Auditor certificate advising that there were no matters arising

and (2) in light of this, that the Clerk confirmed he would now publish the statutory notice and supporting attachments in the notice board and on the website.

- (i) Community Woodland – completion of erection of fencing and notifying interested users re availability of outdoor learning classroom facility.

**RESOLVED** to note that the fencing to separate focal area of the community woodland from the buffer zone adjoining Group 5 allotment site had now been erected by the Grounds Team and as a consequence, the site was now available for use as an outdoor learning classroom facility and the Clerk be asked to notify parties that had previously approached the Town Council with an interest in delivering forest learning opportunities from the site.

#### **2021.156 Mayor's Announcements (if any).**

The Mayor announced that she along with Councillor Rob Reid had recently attended an event at the Swallowdale Centre.

#### **2021.157 Matters requested by Councillors.**

- (a) SLH Van parked in front of pedestrian crossing outside Asda.

**RESOLVED** to note that Councillor Rob Reid agreed to take this matter up with St Leger Homes with regard to the risks posed by this van parking in very close proximity to the pedestrian crossing and impeding vision of motorists especially where a bus was parked at the bus stop on the far side of the road and any cars manoeuvring round the bus may have their vision impeded from the potential for pedestrians who may have set foot on to the crossing.

#### **2021.158 Financial matters**

- (a) To note & receive schedule of September payments.

**RESOLVED** (1) to note the following payments made in September :-  
£

1. Wages			various	9,627.21
2. SYPA				2,240.32
3. HMRC - PAYE/NI				2,475.41
4. NEST Pension contributions				216.54
5. BT - Phone&Broadband				56.94
6. Applegreen Fuel				335.84
7. Business Stream - Water Rec			7159076	10.75
8. National Allotment Society - subscription			7159065	66.00
9. YLCA - Webinar - self management			7159046	22.50
10. YLCA - Webinar - site facilities			6788271	22.50
11. YLCA - Webinar - Climate/carbon emmissions			6788410	22.50
12. SLCC - Annual subscription			7159340	262.00
13. Suregreen - Fencing poles Woodland			6788213	153.10
14. Total Gas&Power - Elec Rec				26.04
15. Total Gas&Power - Elec Cemetery				119.02
16. PKF Littlejohn - External audit fee			7242105	720.00
17. Zurich Municipal - Mower & van insurance			7242291	903.64
18. TH White - rat bait			7300598	170.40
19. AWS Landscapes - Grounds mtnce supplies				134.66
20. Imprest - petty cash				150.00

- (b) to note the following receipts during August :-

£

1. Community Centre				978.00
2. Cemetery Fees				3,140.00

(c) Budgetary control/bank reconciliation as at 31/8/21.

**RESOLVED** (1) to note and accept the budgetary control statement and bank reconciliation for the period ending 31/8//21.

((Councillors Joan Briggs and Jan Devanney withdrew from the meeting during consideration of the following item). Councillor Steve Reardon (Deputy Mayor in the Chair).

(d) Grant application – Helping Hand Community Centre re Christmas fayre.

**RESOLVED** that approval be given to the award of a sum of £500 to the Helping Hands Community Centre in support of their activities in planning to stage a Christmas fayre.

(Councillors Joan Briggs and Jan Devanney returned to the meeting).

#### **2021.159 Correspondence/information items.**

**RESOLVED** (1) to note the following items:-.

1	YLCA	White Rose Updates 20/8/21, 2021 & electronic training programme
2	YLCA	Law & Governance Bulletin 3/9/21
3	YLCA	Remote 2 day conference 17/18 September 2021
4	South Yorkshire Passenger Transport Authority	Home to school travel and school bus provision: from 1/9/2021
5	DMBC Monitoring Officer	New Code of Conduct Training for Members – Microsoft Teams Monday 27/9/21 6-7pm

(2) in respect of item (5), that the Clerk reply to DMBC Monitoring Officer advising that Town Councillors Joan Briggs, Steve Reardon and Joseph Reid would attend the New Code of Conduct Training for Members – Microsoft Teams session on Monday 27/9/21 6-7pm.

#### **2021.160 To notify the Clerk of matters for inclusion on the agenda of the next meeting.**

**RESOLVED** to schedule the following item – “Speed limit – Back Lane, Old Edlington”.

#### **2021.161 CONFIDENTIAL ITEM - Town Clerk request – working pattern**

**RESOLVED** (1) to exclude members of the press and public under the Public Bodies (Admissions to Meetings) Act 1960, due to the nature of this item to be transacted being prejudicial to the public interest relating to the terms and conditions of employment of a Town Council employee and (2) in light of the Town Clerks request in the lieu of the experiences from the Covid pandemic and many employees/employers agreeing new flexible ways of working, that approval be given on a trial basis for a 6 month period for the Town Clerk revision to his work pattern, to work from home on a Thursday and be present in the Town Council office on a Monday, Tuesday and Wednesday.

**2021.162 Date of next meeting** – Tuesday 12<sup>th</sup> October, 9.30am, followed by Activities Working Group meeting at 12noon to continue preparations for Armistice Day, Remembrance Sunday and Christmas Carols in the Park..

The meeting closed at 8.34pm.