

# CAWTHORNE PARISH COUNCIL

## MINUTES OF THE MEETING OF CAWTHORNE PARISH COUNCIL HELD IN THE MOXON ROOM, CAWTHORNE VILLAGE HALL ON THURSDAY 4<sup>th</sup> JANUARY 2018

### **Present**

Councillors: Cllr D Asquith, Cllr R Barr, Cllr A Butterworth, Cllr E Ellis, Cllr M Broadhead,  
Cllr P Kilner, Cllr J Walker

Chairman: Cllr D C Hindley.

Clerk: Mrs S M Bashforth

Internal Auditor: Mr K Arundel

Ward Councillors: none

Members of the public: One

Absent Cllr S Pitt

### **Minute No 162 APOLOGIES FOR ABSENCE**

Apologies were accepted from Cllr Pitt.

**Resolved**

### **Minute No 163 DECLARATION OF PECUNIARY OR NON-PECUNIARY INTERESTS**

None

### **Minute No 164 ACCEPTANCE OF THE MINUTES OF THE PREVIOUS MEETING**

The minutes of the Meeting of the Council held on Thursday 7<sup>th</sup> December 2017 were accepted as a true record and signed by the Chairman.

**Resolved**

### **Minute No 165 CLERK'S REPORT**

The Clerk reported that

1. Bob Gardham is to fix the clapper bridge stone post as soon as he can,
2. Damaged signs at St Juliens Way, Norcroft Lane, left hand bend on Bark House Lane, and the large sign at Silkstone Lane cross roads have been reported to BMBC.

### **Minute No 166 CORRESPONDENCE**

All routine correspondence has been dealt with

1. 40mph speed restriction on Cawthorne Road from 8<sup>th</sup> January for 4 weeks
2. Email from parishioner. Savills have secured the gate at rear of no. 20 Darton Road.
3. copy of email from parishioner to Cllr Barnard asking Cllr Barnard to encourage planning enforcement to act in regard to the heat source pump.
4. email from Brain Tumour Research asking for help to raise funds and awareness.
5. Playground inspection; splits in seat and swing seat still 'observe'.
6. email newsletter from Dr Billing, Sth. Yorks. Police and Crime Commissioner.
7. electronic copy of White Rose Update (WRU) - DEFRA campaign against bird flu, NALC strategic commitment on dementia, notification of external auditor appointment, referendum principles deferred for 3 years,
8. WRU - Clerk cannot be Data Protection Officer (General Data Protection Regulations) so SLCC looking at appointing a nationwide DPO and YLCA are writing to all principal authorities in its area if they have considered assisting parish councils. There will most likely be a charge to parish councils for a DPO.

### **Minute No 167 MEMBERS' REPORTS**

**Cllr Kilner** reported that (i) Robin Herbert has done a good job in the cemetery levelling the excess soil heaps (ii) the bath remains dumped on ground adjacent the by-pass (Estate land)

**Cllr Walker** reported that (i) two street light are out, one on Darton Road and one on Hill Top (ii) a footpath has been diverted on Cannon Hall Farm land (JW to contact Sarah Ford)

**Cllr Broadhead** reported that (i) the cemetery tap is not working (ii) the swing seat in the Orchard is not getting any worse.

**Cllr Butterworth** reported that (i) the left hand bend sign on Bark House Lane is still down (ii) the hedge at the corner of Church Street/Lane is still overhanging the footpath.

**Cllr Asquith** thanked Cllr Ellis and Cllr Walker for erecting the Christmas tree and thanked Cllr Broadhead for decorating the parish council's tree for the Spirit of Christmas festival.

**Cllr Hindley** reported that things are moving forward with the Recreation Ground Trust committee. A meeting is to be called within the next 3 weeks.

#### **Minute No 168 NEIGHBOURHOOD PLAN**

Following the open day quite a lot of replies were received. Next meeting to review these and the comments from BMBC. Meet with BMBC after 12<sup>th</sup> January.

#### **Minute No 169 ACCESS TO ORCHARD**

It was resolved that no further action be taken

**Resolved**

#### **Minute No 170 PARKS FOR PEOPLE PROJECT**

Cllr Walker gave an update. Work to start soon. Updated plans available to view on Sunday 11<sup>th</sup> February at Cannon Hall.

#### **Minute No 171 TREE PRESERVATION ORDERS**

It was resolved that the village be asked to forward to the Clerk details of any trees that they consider are of value with a view to the Parish Council applying for TPOs. These to be considered at the March meeting.

**Resolved**

#### **Minute No 172 REVIEW INTERNAL CONTROLS**

The financial internal controls were reviewed by Cllr Hindley and Cllr Walker after the Budget and Finance Committee meeting on 13<sup>th</sup> December and found to be adequate and in order. This was accepted by the Council.

**Resolved**

#### **Minute No 173 REVIEW GRANT AWARDING POLICY**

It was resolved that the policy be amended to include a clause "Grant money must be spent within 6 months of being awarded unless otherwise agreed by the council"

**Resolved**

#### **Minute No 174 3<sup>rd</sup> QUARTER FINANCIAL REVIEW**

The Clerk presented the 3<sup>rd</sup> quarter financial review. The Council is well within budget.

#### **Minute No 175 GRASS CUTTING CONTRACT**

It was resolved to continue the grass cutting contract with T & D Contractors of 39 Blacker Lane, Crigglestone, Wakefield.

**Resolved**

#### **Minute No 176 GARDENING CONTRACT**

It was resolved to continue the gardening contract with Kevin Parsons of Rotherham Road, Barnsley.

**Resolved**

#### **Minute No 177 BANKING ARRANGEMENTS**

It was resolved that the following banking arrangements be continue

- (a) Direct debit payments for (i) BT (ii) Plusnet (iii) Yorkshire Water (iv) Pro-Logic
- (b) standing order payment for the Clerk's salary.

**Resolved**

#### **Minute No 178 EXTERNAL AUDIT**

In accordance with the Transparency Code Cawthorne Parish Council, having neither receipts nor payments likely to exceed £25000, could declare itself exempt from an external audit for this financial year. The Parish Council resolved that it would have an external audit of the annual return at the end of this financial year at a cost of £200.

**Resolved**

#### **Minute No 179 BUDGET RECOMMENDATIONS**

It was resolved to accept the budget recommendations of the Budget and Finance Committee for the financial year 2018/19

**Resolved**

### **Minute No 180 GRANT ALLOCATIONS**

It was resolved to accept the recommendations of the Budget and Finance Committee for grant allocations for the financial year 2018/19 **Resolved**

### **Minute No 181 PRECEPT**

It was resolved that the precept be set at £21000 for the financial year 2018/19 **Resolved**

### **Minute No 182 GRANT APPLICATION FROM FOOTBALL CLUB**

It was resolved that a grant of up to £500 be awarded to Cawthorne Football Club for the purchase of junior goal posts. **Resolved**

### **Minute No 183 FINANCIAL TRANSACTIONS**

It was resolved that the following transactions be approve

### **Receipts and Payments between last meeting and this meeting**

#### **Receipts**

Cemetery £600

#### **Payments**

Cheques issued, SO and DD between last meeting and this

S M Bashforth	Salary - December	As per agreement
Plusnet	ISP	£6.99
Pro-logic	Backup and anti-virus	£7.50
Yorkshire Water	Water charges	£7.70
Cawthorne P.O.	NDP leaflet drop	£100
JMB Tree services	Cutting cemetery hedge +extras in Orchard	£280
Kirkwells	NPD print & post- amended issues doc	£72.39
RBL	Donation for poppy wreath	£40
BMBC	Playground inspections	£406
Redroute North Ltd	Printing Christmas cards	£420
SLCC	Subscription	£115
Abtech group	NDP document printing	£350
29 <sup>th</sup> Cawthorne Rainbow unit	Grant	£250
Cawthorne Church	Hire of Parish Room	£50
D Asquith	Reimburse, plants etc.	£21.75
Kevin Parsons	Gardening services 2017	£645
Roy Shaw	Repairs to clapper bridge	£70

### **Invoices to be approved for payment**

S M Bashforth	3 <sup>rd</sup> quarter expenses	£142.00
Cannon Hall Garden Centre	Christmas Tree	£138
R H Services	Tidy clay in cemetery	£435.00
Cawthorne Baby and Toddler Group	Grant lieu electric for Xmas tree	£20

**Resolved**

### **Minute No 184 VILLAGE STORE PLANNING APPLICATION**

Cllr Asquith, Cllr Butterworth and Cllr Walker gave information regarding the legal challenge by a neighbour of the approval of the planning application for change of use from retail to retail and café. There is nothing the Parish Council can do unless/until another planning application is submitted.

### **Minute No 185 PLANNING APPLICATIONS**

(a) 2017/1587. Change of use from agricultural building to dwellinghouse (C3) (prior Notification - Change of Use)

Agricultural Building, Land at Low Mill Lane, Off Fall Head Lane, Silkstone, Barnsley S75 4LB (note, the building is within the parish of Cawthorne)

The Parish Council had no objections nor observations to this applications. **Resolved**

(b) 2017/1571. Minor amendment to internal layout of gardeners and stable yard cottages, repair works and alterations of stable yard cottage, erection of cart shed and installation of full height brick arched opening at rear (Listed Building Consent)

Cannon Hall Museum

The Parish Council had no objections nor observations to this applications. **Resolved**

(c) 2107/1579 Cut back hawthorn and crown lift and remove all branches below 4m in height of 8 horse chestnut and 2 beech trees within are P1 of TPO 1/1951

Cannon Hall Museum

The Parish Council had no objections nor observations to this applications. **Resolved**

### **Minute No 186 ANY URGENT BUSINESS**

The Clerk was asked to send a letter of thanks to Mr Graham for the use of the electric for the Christmas tree lights.

Cllr Butterworth asked what was happening regarding the change of boundary of the conservation area. The planning committee is to meet before the next council meeting. Thanks was given to Cllr Butterworth for his hard work with the Neighbourhood Plan and also to all those on the various committees.

### **Minute No 187 DATE OF NEXT MEETING**

It was resolved that the next meeting be on Thursday 1<sup>st</sup> February 2018. **Resolved**

### **Minute No 188 EXCLUSION OF PUBLIC AND PRESS**

It was resolved that, in pursuant of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded for the following item. **Resolved**

The members of the public left.

### **Minute No 189 CLERK'S RENUMERATION**

It was resolved that the Clerk's salary be increased as detailed in the minutes of the Budget and Finance Committee meeting held on the 13<sup>th</sup> December 2017. **Resolved**

There being no further business the Chairman thanked all for attending and closed the meeting.