

# Tankersley Parish Council

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## **Minutes of the Meeting of Tankersley Parish Council held on Monday 16<sup>th</sup> December 2013**

In attendance were: Mrs H Reckless (chair), Mr P Simpkin (Vice Chair), Mrs D Simpkin, Mr R Horsfall, Mr R Garforth, Mr R Lodge, Mr P Reckless, Mr D Simpson, Ms C Smart, Mrs K Blanter (Clerk), Ms H Wilson (Barnsley Chronicle), Two local residents.

- 1) Apologies for Absence - None**
- 2) Declarations of Pecuniary Interest – None**
- 3) Approval of the Minutes -** The minutes of the meeting of the Parish Council held on Monday 18<sup>st</sup> November 2013, circulated prior to the meeting, were taken as read and the chair was authorised to sign them, proposed by Cllr D Simpkin and seconded by Cllr R Lodge.
- 4) Matters Arising – not covered by Agenda items**
  - a) Potholes around the Parish –** The Clerk advised that Cllr Barnard had spoken with Highways at BMBC who had advised him of the letter sent to the Parish Council, that was shared at the last meeting. The Clerk had responded to Cllr Barnard advising the Parish Council were unhappy with the lack of timescales for repairs in this correspondence and this was why they had contacted him to assist. The Clerk was asked to again follow this up with BMBC and request timescales for repair.
  - b) Dog Fouling signs –** Cllr Horsfall reported that the pavement signs had been resprayed. The Clerk also informed the Council that Cllr Horsfall had forwarded a photo of the illegible lamppost sign, which had then been sent on to Elaine Down at BMBC for repair. The Clerk was asked to again contact Ms Down if no further action had been taken by the new year.
  - c) Glebe Court development –** The Clerk and Chair, Cllr H Reckless, had met with BMBC and Equity representatives on site on the 6<sup>th</sup> December. The following issues had been discussed;
    - The request made by the Parish Council for the installation of a safety barrier at the end of the footpath was raised. Jane Ripley of BMBC advised that this area was now under the responsibility of Highways at BMBC. She also mentioned that the safety barrier may not be possible due to access issues that could have an impact on disabled residents. Ms Ripley advised she would correspond with colleagues at BMBC who could advise the implications the Disability Discrimination Act may have on this and contact the Clerk with an update.
    - Equity advised they had forwarded a cheque to TPEG to cover the replacement costs of damaged bulbs planted in the area. Jane Ripley advised that this cheque was sent to an incorrect address and Equity confirmed the cheque had never been cashed. Equity advised they would forward a replacement check to TPC. Clerk to forward to TPEG once received.
    - With regards to other areas of natural shrub land damaged around the development, Equity will return and assess the site in August 2014. The Clerk advised the Council that she would ensure this would be followed up nearer to the time.

- Cllr P Simpkin had asked that Equity be questioned regarding the tree that had been removed to allow a drainage pipe to be installed. Equity responded that due to official guidelines they were unable to plant within two meters of pipework and therefore this would not be replaced.
  - Equity were asked about drainage from the development into existing pipework in the area. They responded that to ensure drainage flow would run into existing pipework without issue, an attenuation tank had been placed under the site measuring 40 meters long by 5 meters deep, which would release a constant limited flow into drainage pipes.
  - Jane Ripley of BMBC showed the Clerk and Chair additional parking spaces that were yet to be completed for the site. She advised these were currently being passed to the ownership of Highways at BMBC but were currently with the relevant legal departments and would be completed once ownership was transferred.
- d)** Allotments – The Clerk had spoken with Tanya Hunter at the BMBC estates department regarding the availability of land within the Parish for use as allotments. She had advised this was now with colleagues in BMBC who could advise whether the land availability was suitable for this type of use and if they could then be rented to TPC. The Clerk informed the Parish Council that she had been asked to contact Ms Hunter again in January for a response. Clerk to feedback at January’s meeting. The two residents in attendance at the meeting asked about the availability of allotments and stated they had been on the waiting list for almost four years. The Clerk and Chair reiterated the ongoing communication with BMBC regarding the availability of additional sites and advised there were currently 13 people on the waiting list.
- e)** Site meet regarding proposed developments in Pilley – The Clerk had emailed Cllr Hand-Davis as advised by BMBC Planning department, to request he ask for a site meet regarding the proposed developments prior to the January planning board. Cllr Hand-Davis had responded advising as he was on the Planning Board he could not do this and we had been misadvised, he would however forward our request to Cllr Barnard who could do this on the Parish Councils behalf. The Clerk also advised Cllr H Reckless was to meet Steven Kirkham of BMBC Planning to discuss the developments on Wednesday 18<sup>th</sup> December and feedback would be provided to all councillors once this had taken place.
- f)** Twitter and Facebook account creation – The Clerk advised that Twitter and Facebook accounts had been created for the Parish Council by Cllr H Reckless and Cllr P Reckless. The Facebook account was named as ‘Tankersley Parish Council’ and the Twitter account was @TankersleyPC.
- g)** Clarice Brooks 100<sup>th</sup> birthday – The Chair advised the Parish Council that she had visited Mrs Brooks on her birthday and presented the flowers on behalf of the Parish Council. The Chair had also added the Councils well wishes to both the Twitter and Facebook accounts.
- h)** Penistone Area Forum – The Clerk advised she had forwarded the information provided by Ms Slater to all Councillors as requested.
- i)** Fencing repairs at Broad Ings Woodland – The Clerk advised the Parish Council that three companies had been contacted to provide a quote for the necessary fencing repairs. However only two attended site, Hayes Fencing and Prinford Fencing. The Clerk had also been contacted directly by Mr Russell Ackroyd who asked to provide a quote for the works. The Parish Council chose to appoint Mr Ackroyd to carry out the repair work at a cost of £340 plus VAT, £408 total. The Clerk was asked to contact Mr Ackroyd to ask that he carry out these works as soon as possible.
- j)** Christmas Party – The Clerk informed the Council that there had been 116 children attend both parties, which was considered to be a success by all involved. Positive feedback had been received on both Twitter and Facebook pages. The total cost of the party had been £671.98. The remaining £31.02 had been paid back into the current account.

- k) Parish precepts – Cllr Barnard had spoken with colleagues at BMBC regarding the correspondence received at last months meeting from YLCA discussing local billing authorities passing all precept funds onto Parish Councils. Cllr Barnard advised that BMBC had previously passed all funds on and were planning to do so in the next financial year, however budgets had currently not been finalised.  
YLCA had followed up their original correspondence to advise that Brandon Lewis MP would contact all authorities where this doesn't occur.
- l) Bernslei Homes funding grant – The Clerk advised that the funding grant had been applied for, to request assistance with the costs of the Parish Council website redevelopment. The Parish Council had been awarded £150 as a result of this application.
- m) Dog waste spray – The Clerk advised that Mr Shearn and Mr Middleton had been contacted regarding the provision of luminous dog waste spray and this will be followed up and the product passed to Cllr Horsfall and Cllr Garforth once received.
- n) Christmas Tree at Glebe Court – The Clerk advised that the Christmas tree at Glebe Court was in situ and had been decorated, along with the one outside the Welfare Hall by Cllr P Simpkin and Cllr R Horsfall.
- o) Electronic payments – The Clerk informed the Parish Council that YLCA had contacted all Clerks to advise that, following on from their correspondence last month, electronic payment facilities for Parish Councils would soon be law, and they were currently producing guidance to assist with financial accountability once this facility is available. Clerk to share this guidance with the Parish Council once received.

## 5) Financial Matters

### a) Expenditure

i) Clerks Salary December '13	£200.32
ii) Clerks Expenses November '13	£94.80
iii) HMRC – PAYE Qtr 3 Contributions	£150.00
iv) 4C Creatives – Final balance for website	£550.00

### b) Income

i) Interest on Deposit Account (October '13)	£8.67
ii) Allotment rental payment (x4)	£108.00
iii) Remaining funds from Christmas party	£31.02
iv) Overpayment to Clerk for Royal Mail	£0.20

### c) Current and Deposit Account Statements

Current Account	£7,687.41
Deposit Account	£20,416.43
<b>Total Balance</b>	<b>£28,103.84</b>

Amended total after December expenditure	<b>£27,247.94</b>
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### d) Other Financial Matters

- i) **Death of allotment tenant** – The Clerk advised the Parish Council that a cheque payment had been received for one of the allotments, from an account on which the tenant wasn't named. The Clerk advised the Councillors that the allotment tenant had passed away and the payment was from his spouse/partner who had worked the allotment with the tenant. The Parish Council agreed that in these circumstances the payment should be accepted, however the Clerk was asked to amend the tenancy agreement document, to clarify the process for both parties in these circumstances.

- ii) **Change of deposit account** – The Clerk advised the Council that the new deposit account with Natwest was now open; however she had been advised that to transfer existing funds from Barclays may result in a CHAPs fee of £25. All agreed to carry out the transfer irrespective of the potential charge.

## 6) Planning Applications

- a) **2013/1282 – Demolition of 31 Green Lane, Prior notification** – The Parish Council welcomed the demolition of this now redundant and unsafe structure and asked the Clerk to share this with the relevant planning officer at BMBC.

## 7) Parish Communication

- a) **Parish Website** – The Clerk advised that the website was now complete and would be transferred onto the existing site. Once payment for the outstanding balance was received by 4C Creatives, a training session would be arranged for the Clerk and Chair, in use and development of the website.
- b) **Parish Plan** – The Clerk shared analysis which she had produced, from Parish Plan responses, with all Councillors. The analysis, in graphical format was explained and initial findings discussed. Cllr R Garforth offered to analyse this information by postcode once all responses were collated, as an addition to the Clerks documentation. An additional meeting to discuss the complete Parish Plan responses was arranged for 13<sup>th</sup> January 2014.

## 8) Group Reports

- a) **Tankersley Community Association** – Correspondence received from TCA advising that due to the poor turnout at the Summer Gala and the minimal funds raised, this will not go ahead in 2014. TCA asked that the Parish Council share this information of the Council website. The Clerk was asked to write to thank TCA for all their hard work towards the Summer Gala's.
- b) **Crime and Safety Group** – Meeting attended by Cllr P Simpkin, no information to report.
- c) **TPEG** – From the minutes of the last meeting, the offer of help from Parish Councillors to mark dog waste had been discussed. The cost of the spray had also been mentioned at a price of £6 per can, Clerk to clarify if this cost is to be covered by TPEG or TPC.

- 9) **Parish Council official response to proposed developments** – Councillors discussed the attendance of a Parish Councillor at the planning board, due to be held on the 21<sup>st</sup> January, when the proposed developments would go before the board for a decision to be made in relation to outline planning permission. Cllr Smart offered to attend, and it was decided that prior to the January Parish Council meeting, that all Councillors would correspond with the Clerk to advise the key points they felt should be raised at the planning board meeting. Clerk to forward original objection to all. The Clerk was also asked to contact Cllr Barnard to ensure a site visit would be requested on behalf of the Parish Council. The Clerk also advised the Parish Council that the Chair and Councillor Barnard were due to meet with planning officers from BMBC on Wednesday 18<sup>th</sup> December to discuss the applications and objection points that would be considered. It was also decided that a brief post on social media should be made to advise that the plans were to go before the January planning board due to several parishioners contacting councillors regarding this issue.

- 10) **Social Media – Protocols for use** – The Councillors discussed the use of social media and decided that both Twitter and Facebook should be used as tools to direct Parishioners to the Parish Council Website for further information. It was agreed that both social media sites would be used to promote Parish Council meetings and also post links to the Parish Council website when monthly agendas were released and approved minutes were available. All agreed that

planning applications would be available via the website, with links to the relevant sections of BMBC's planning portal included, with announcements of their availability only on social media. It was agreed that information residents needed to be made aware between Parish Council meetings, such as road closures, could be added as and when this became available. All other information would be discussed at Parish Council meetings on a monthly basis. The Clerk was asked to produce a social media policy and forward to all Councillors prior to the next meeting.

**11) YLCA – Revised model standing orders sub group** – Correspondence had been received from YLCA for November meetings regarding the updated models to which Parish Councils should adhere. The Chair had requested this be added to December's agenda, as it was felt that a sub group needed to be formed to discuss this document and any potential impact on existing policies in greater detail. It was agreed that this meeting will take place on Monday 10<sup>th</sup> February 2014. Clerk to email document to all Councillors.

## **12) Correspondence**

**a) Rural Action Yorkshire – membership reminder** – The Clerk advised the Council that the subscription for Rural Action Yorkshire was due. It was decided that due to the lack of relevant information included in these briefings over the last year, the subscription would not be renewed.

**b) John Openshaw – Area Priorities** – The Clerk advised that the Local Area Priorities document had been forwarded for attention of the Parish Council. All agreed this document should be reviewed alongside the Tankersley Parish Plan findings, for comparison purposes.

**c) YLCA – Expenditure limit 2014/15** – Noted.

**d) South Yorkshire Fire & Rescue Member Briefing** – The Clerk shared the briefing and in particular an article relating to the availability of funding for improvement of safety within the Parish. Cllr Garforth suggested that the Parish Council could bid for funding to allow all homes within the Parish to be provided a carbon monoxide monitor. All agreed this would be of great benefit to the community, however due to the inclusion of a service level agreement as part of the successful bidding process, it was agreed that further information regarding price and the practicalities of distributing the monitors to all residents would need to be investigated. The Clerk was asked to contact Cllr Jim Andrews to ask his opinion of the scheme and further details of the funding process. Cllr Garforth asked that the Clerk forward this information to him, to allow him to gather costing information for the monitors. The Clerk was also asked to provisionally add this item to February and Aprils agendas, to allow further discussions to take place once additional information is collated.

**e) YLCA – December Update** – The Clerk advised that the December update had mentioned that all Parish Councils with a website had to include register of interests for each Councillor as a requirement of the Localism Act 2011. Several Councillors expressed concerns regarding their personal information being so readily available in a public format. The Clerk was asked to contact the BMBC Clerks Liaison Officer for clarification.

## **13) Lates**

**a) Resident contact re fallen tree at Pilley Hills** – The Clerk advised that a resident had emailed advising a large tree had fallen during the high winds behind Broad Ings Woodland at Pilley Hills. The Clerk had contacted Mr Ulyyott who owned the land, and he would attend to the matter.

**b) Highways Agency – M1 Smart Motorways** – Correspondence from the Highways agency advising of development work that had recently been undertaken to safety barriers between junctions 28-31 of the M1. The letter also advised that environmental surveys were to take place in the new year in relations to junctions 32-35a and as a result of these, speed restrictions may be suggested for these two sections of motorway. Noted.

**c) Planning board report** – Noted.

- d) **Northern Gas Invite to Open Events** – Northern Gas are to hold open events to discuss carbon monoxide awareness and the tackling of fuel poverty. The Clerk was asked to respond requesting information from these events be forwarded due to no Councillors being able to attend.

**14) Any Other Business**

- a) Councillor Simpkin asked the Clerk to contact the Highways Agency regarding the traffic light management system now in place at junction 36 of the M1. Cllr Simpkin reported that traffic was queuing back onto the motorway when trying to exit onto this roundabout when travelling from the north. All Councillors agreed this was a cause for concern and needed to be addressed.

**There being no other business, the Chairman closed the meeting at 9.16pm. Date of next meeting Monday 20<sup>th</sup> January 2014.**