

Tankersley Parish Council

Clerk: Mrs K Blantern
Telephone: 01142 831628
Email: tpcclerk@gmail.com

7 Cliffe Avenue
Crane Moor
Sheffield
S35 7AS

Minutes of the Meeting of Tankersley Parish Council held on Monday 18th November 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, Cllr R Barnard, Ms E Slater, Mr D Simpson (Resident), Mrs K Blantern (Clerk), Ms H Wilson (Barnsley Chronicle)

- 1) Apologies for Absence -** Ms C Smart, Mr P Reckless
- 2) Declarations of Pecuniary Interest –** None
- 3) Approval of the Minutes -** The minutes of the meeting of the Parish Council held on Monday 21st October 2013, circulated prior to the meeting, were taken as read and the chair was authorised to sign them, proposed by Cllr P Simpkin and seconded by Cllr R Horsfall.
- 4) Matters Arising – not covered by Agenda items**
 - a) Potholes around the Parish –** The Clerk advised that BMBC had responded to the issues of potholes within the Parish by letter on the 11th November. BMBC letter stated that area inspectors had been instructed to investigate and ensure any potholes were repaired as necessary. The letter also stated that New Road and Chapel Road had been considered for the highway maintenance programme but had not been included for the 2013/14 financial year. The Parish Council requested that the Clerk contact Cllr Wilson to request his support on this matter to ensure repairs were carried out, starting with Westwood New Road and Chapel Road. Cllr Barnard asked to be copied into correspondence as he would take this matter up with planning to ensure developers who have been working on Glebe Court and Worsborough View, carried out all necessary repairs to these areas on completion of building.
 - b) Dog Fouling signs –** The Clerk informed the council that she had spoken with Elaine Down at BMBC who advised that all lamppost signage was intact and pavement signs would be replaced once a run of good weather was inspected, to ensure they remained intact after respraying. Councillors Horsfall and Garforth disagreed with this response and both stated that lamppost signage around Carr Road was illegible. Cllr Horsfall agreed to take a photo of this to allow the Clerk to forward it onto BMBC. Councillor Barnard requested to be included in this correspondence to allow him to assist with this matter.
 - c) Glebe Court development –** The Clerk advised the Council that Jane Ripley from BMBC had replied concerning the issues the Parish council felt needed addressing at this development, and to assist in arranging an onsite meet with Equity Housing and Wates Developers. The Clerk had emailed BMBC with a list of possible dates to meet on site and is currently waiting for a reply. The Parish Council asked the Clerk to coordinate the meeting to include either Cllr H Reckless or Cllr P Simpkin, and report back at the next meeting.
 - d) Change of bank account –** The Clerk had sourced the necessary paperwork to include Cllr Horsfall as a signatory on all accounts. However the Clerk did advise that she had been incorrectly informed by a Natwest advisor that the application for the new reserve account could be submitted prior to this being completed. It was agreed that the Clerk would liaise

with Cllr Horsfall to visit Natwest and provide all necessary documentation. Clerk to report back as to progress at December's meeting.

- e) Parish Website – The Clerk had emailed the proposed layout for the new website to all Councillors prior to the meeting. All agreed the introductory content and proposed layout and the Chair advised that she would contact 4C Creatives to advise them to proceed with completion of the website.
- f) Parish Plan – The Clerk reported that the Parish Plan had been posted on the 29th October and currently there had been 130 responses. The Clerk had developed a draft spreadsheet to collate responses and begin basic analysis of the data. Cllr Garforth requested a copy of the spreadsheet, to allow him to provide assistance to the Clerk, if possible, in analysing the information. The Parish Council agreed that the response rate so far was good, but requested that the Clerk produce a flyer to be displayed in the Post Office to encourage returns of the Plan and remind residents of the deadline of 30th November.
- g) Investment in the Community – As requested, the Clerk had contacted Jo Birch at BMBC to ask for reports on the standard of play area equipment and benches throughout the Parish. Ms Birch had reported that the play area at Tankersley was in generally good condition. The play area at Pilley Pocket park was however in need of extensive repairs, with the timber equipment needing replacement or renewal relatively soon. Ms Birch also advised that the bark edge was rotting and she suggested this be replaced with grass mat, however this would not be within this financial year. It was also advised that the Oak tree had been inspected and an order placed for dead wood removal. Ms Birch advised that no equipment would be removed before the Parish Council were informed, and it was appreciated that the Council had offered to match funding where possible to replace/repair items. The Clerk was asked to add this issue to February's agenda, to allow it to be discussed further, alongside the results of the Parish Plan.
- h) Allotments – the Clerk had contacted Mr Ulliyott to ask if it would be possible for further land to be rented from him to extend the current allotments. Mr Ulliyott said he couldn't spare any further land. The Clerk then contacted Neighbourhood Services at BMBC who passed the query to the Estates department. Tanya Hunter from Estates had requested that a technician investigate any possible land within the Parish that would be suitable for use as allotments and will respond to the Clerk prior to December's meeting.
- i) NHS AAA Screening Programme – The Clerk advised the Parish Council that she had produced a flyer with key information regarding this programme and placed copies in the Senior Citizens room of the Welfare Hall, as requested.
- j) Objection letters regarding plans 2013/1006 and 2013/1007 – The Clerk informed the council that the objection letters from the Parish Council had been both emailed and posted prior to the deadline date.
- k) Allotment rent letters – The Clerk had posted letters to all allotment tenants requesting payment by the 3rd January 2014. Three tenants had paid at the time of the Parish Council meeting.
- l) Free Childcare for age 2 children – The Clerk had posted the flyer in the noticeboard outside Tankersley St Peters School, as requested.
- m) Waste on the A61 and Tankersley Lane – the Clerk had contacted Fiona Tennyson regarding the reports from Councillors Lodge and Horsfall regarding the disregarded fridge on Tankersley Lane and several bags of rubbish in woodland off the A61. Ms Tennyson reported back that the fridge was no longer there on inspection, however there had been 8 bags of rubbish off the A61 and this had been reported to Neighbourhood Pride to remove.
- n) Email communication policy – The Clerk had drafted a policy regarding email communication with Councillors and the Clerk between Parish council meetings as requested. The policy was shared with all and agreed to be a suitable way forward. All Councillors present signed the document.

5) Financial Matters

a) Expenditure

i) Clerks Salary November '13	£200.32
ii) Clerks Expenses October '13	£38.34
iii) Christmas Party gifts	£84.00
iv) Christmas Party food	£280.00
v) Flowers for Clarice Brooks 100 th birthday	£50.00
vi) Kidz Party – Christmas Party entertainer	£250.00
vii) TCA – Welfare Hall use for Christmas Party	£40.00

b) Income

Interest on Deposit Account (October '13)	£8.66
Allotment Rent (x3)	£81.00

c) Current and Deposit Account Statements

Current Account	£9,112.67
Deposit Account	£20,407.76
Total Balance	£29,520.43

Amended total after November expenditure	£28,577.77
--	-------------------

d) Other Financial Matters

- i) **Change of signatories on current account** – As discussed in matters arising, Cllr Horsfall to complete necessary documentation and return to Natwest.

- 6) **Update on planning applications 2013/1006 and 2013/1007** – The Clerk reported that after emailing Steven Kirkham at BMBC regarding these applications, he had advised that these would now not be submitted to the planning board until January, due to additional documentation he required with regards to both applications. The Clerk had also asked how it could be arranged for the planning board to make a site visit and Mr Kirkham had advised that this would have to be requested via Cllr Paul Hand-Davis on the day of the planning board meeting. The Parish Council requested the Clerk contact Cllr Hand-Davis to ensure this was requested. Dennis Simpson informed the Parish Council that he had spoken to Mr Kirkham since the last meeting and that objections focusing on issues that can be overcome would be disregarded when the plans were being considered. Cllr Barnard recommended that the Parish Council contact Mr Kirkham to organise a meeting to discuss concerns and allow objections to be targeted at issues that would be difficult to address. The Clerk was asked to liaise with Cllr Barnard to arrange a meeting before Christmas. Cllr Barnard also advised the January planning board would be held on the 21st January at 2pm. The Clerk was asked to add this issue to December's agenda, to allow questions and discussion points to be agreed upon for use at the meeting with Mr Kirkham and for when the plans went for consideration. No further planning applications had been received.

7) Parish Communication

- a) **Parish Website** – As discussed in matters arising, all Councillors agreed to the suggested template and the Chair was to contact 4C Creatives to ask them to finalise the site. The Chair raised the issue of social media and its use by the Parish Council. The Chair felt that when used correctly, social media would improve communication with Parishioners and ensure accurate and up to date information would be in the public arena. It was agreed that the use of social media would inform residents of the Parish Councils activities on their

behalf. Cllr Barnard suggested adding links to both accounts to the email signature of the Clerks email, to raise awareness of their use. The Clerk was asked to create accounts for both Twitter and Facebook prior to the next meeting, to allow them to be linked to the new Parish Council website. The Clerk was asked to add the use of social media and all protocols involved as an agenda item for December.

- b) Parish Plan** – As mentioned in matters arising, the Clerk was to produce a flyer to encourage residents to submit their responses and reiterate the deadline for doing so. The Chair requested a notice be placed in the Barnsley Chronicle by Helen Wilson. The Clerk was asked to share the information processed by the point of the next meeting, and the completed data spreadsheet would be discussed at a separate meeting on the 13th January 2014, to decide on how to proceed in analysing and sharing the information. Councillors H Reckless, P Simpkin, R Garforth and the Clerk would attend this additional meeting.

8) Group Reports

a) Tankersley Community Association – No report received.

b) Crime and Safety Group – No report received.

c) TPEG – From the minutes sent to the Clerk, TPEG had reported that they were to meet to carry out tree collar removal on the 19th November. It had also been reported that trees adjacent to the industrial estate were in need of thinning and this would be investigated. The issue of dog fouling, particularly in Pilley was reported as a significant problem and the use of bio degradable spray to highlight dog waste was discussed. (David Shearn had contacted the Parish Council about this directly, see correspondence)

- 9) Clarice Brookes 100th birthday** – The council agreed that a presentation of flowers to Clarice would go ahead on the 12th December. The Chair asked Helen Wilson if the Barnsley Chronicle could coordinate a photographer to mark the event. The Clerk was asked to organise flowers, to be presented by the Chair, to the value of £50. The Chair to contact Clarice's family to organise further details.

- 10) Penistone Area Plan/Council** – Elaine Slater attended to inform the Parish Council of the new Area Council and its involvement with the Parish Council and local communities. Ms Slater advised the Council that each area has a developed budget to invest in local economy, environment, road, transport, youth, and access to health care, with the Penistone budget currently set at £40,000. Ms Slater also advised that volunteer match funding was available for projects that fell under these areas, at a rate of £11.09 an hour. The Parish Council was asked to arrange for a representative to be part of the new initiative, and informed that the next meeting would be held on 23rd January 2014 at 7pm in Penistone Town Hall. Ms Slater would forward further information to the Clerk, to be shared with all Councillors.

- 11) Fencing at Broad Ings Woodland** – it had been reported to the Parish Council in the summer that several sections of the fencing were broken or damaged and would need replacement or repair. This issue had been added to November's agenda to allow the full extent of works needed to be assessed once hedgerow had died back for the winter. The Clerk was asked to contact three companies to request quotes for the work needed and report back at the December meeting.

- 12) Christmas Party** – The Chair asked for volunteers to aid in preparation for the Christmas Party and to assist on the day with hosting and clean up afterwards. It was agreed that the Clerk and Chair would organise presents for the younger children and Councillors would meet to wrap these on Monday 25th November at 7pm at The Welfare Hall. The Chair advised she would organise the purchasing of food and refreshments while the Clerk would contact Jock Jones to

ask if he would be available to act as Santa. The Chair agreed to organise the production of tickets for the event, to be delivered to the school for distribution.

13) Correspondence

- a) **YLCA - Revised model standing orders** – The Clerk shared this document with all Councillors prior to the meeting. The Chair suggested that due to the implications on the Parish Council this document would require a subgroup to discuss and implement necessary changes to Council policies and working. The Clerk was asked to add this to December's agenda for further discussion and the subgroup to be formed.
- b) **YLCA - Parish Precepts, Grants from Central Government** – This correspondence discussed the amount of funding and grants that would be given to principal billing authorities and how they would then be shared with Parish Council. Cllr Barnard requested that this document be forwarded to him to allow this to be investigated further. Clerk to email and communicate any further information with the Parish Council.
- c) **YLCA – Update on an order to legitimise electronic payments** – This document advised that the ability of Parish Councils to use alternative methods of payment such as BACS was currently being discussed at Government level and a decision was expected prior to the new year. The Clerk is to advise once a decision has been made and the implications they may have on financial matters of the Parish Council.
- d) **DCLG – You've got the power** – Noted.

14) Lates

- a) **Bernslei Homes funding opportunity** – The Clerk advised that Bernslei Homes were offering grants to community groups and organisations to the value of £500. After speaking with a member of the funding team, the Clerk was informed that this opportunity could be applied to the development of the Parish Council website. The Clerk was asked to complete the relevant application with funding of £450 requested.
- b) **BMBC Planning board minutes** – Noted.
- c) **BMBC – invitation to Mayor's carol service** – Noted, Councillors P Simpkin and D Simpkin to attend.
- d) **Email from David Shearn regarding dog waste marking** – The Clerk shared an email from Mr Shearn asking for support from the Parish Council relating to the issue of dog waste. TPEG had discussed the use of biodegradable luminous sprays to highlight the locations of dog waste. The Clerk had spoken to Elaine Down regarding this and had been advised there would be no objections from BMBC. The Parish Council agreed this was a method they would support and Councillors Garforth and Horsfall offered to carry out the marking if TPEG could provide the materials to be used. The Clerk was asked to relay this information to Mr Shearn.
- e) **Email from David Shearn querying final accounts notice** – Mr Shearn had contacted the Clerk to query when the final notice of completion of accounts would be displayed, the Clerk had responded advising they were displayed in both Parish notice boards from mid September to mid October, fulfilling the statutory requirement of two weeks.
- f) **YLCA Info note W/E 15th November** – Noted.

15) Any Other Business

- a) Councillor P Simpkin asked if the Christmas Tree for Glebe Court had been arranged, the Clerk advised she had contacted BMBC who at the time were in a tender process and had said they would make contact once this process was complete. The Clerk was asked to follow this up as Cllr P Simpkin was planning to set up Christmas lighting on the 1st December at 9.30am. Cllr Simpkin also requested volunteers to assist with this, Cllr Horsfall agreed to help.

- b) The Chair raised the issue of Cllr T Woods resignation. As Cllr Woods had resigned via email it was in a written format that could be accepted, however the Parish Council agreed that Cllr P Simpkin would contact him to ensure he wanted his resignation to be accepted.
- c) The Chair thanked Mr Dennis Simpson for his attendance at the last two Parish Council meetings and his input, and asked if he would like to be considered for a role as Councillor. Mr Simpson spoke to the Parish council and said that he believed he could bring relevant experience and knowledge to the role. Cllr P Simpkin proposed Mr Simpsons instatement as a Councillor, this was seconded by Cllr Garforth and agreed by all. Clerk to organise necessary paperwork for December's meeting.

There being no other business, the Chairman closed the meeting at 8.56pm. Date of next meeting Monday 16th December 2013.