

Tankersley Parish Council

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Minutes of the Meeting of Tankersley Parish Council held on Monday 21st October 2013

In attendance were: Mrs H Reckless (chair), Mr P Simpkin (Vice Chair), Mr P Reckless, Mr R Horsfall, Mr R Garforth, Mr R Lodge, Ms C Smart, Cllr J Andrews, Mr J Jones, Mr D Simpson (Resident), Mrs K Blanter (Clerk)

- 1) Apologies for Absence - Mrs D Simpkin**
- 2) Declarations of Pecuniary Interest – None**
- 3) Approval of the Minutes -** The minutes of the meeting of the Parish Council held on Monday 16th September 2013, and those of the additional planning meeting held Tuesday 8th October 2013, circulated prior to the meeting, were taken as read and the chair was authorised to sign them, both proposed by Cllr P Simpkin and seconded Cllr R Lodge.
- 4) Matters Arising – not covered by Agenda items**
 - a)** Vehicle storage at Glebe Farm – Clerk advised that Steve at the Neighbourhood Enforcement team had been contacted as he was now following up the complaint from the Parish Council. He advised he had been to site to photograph the vehicles as is required as part of the investigation and they were no longer on site. The Clerk informed him that this had been ongoing since April so they may have now been moved on, however the Clerk advised him that the Parish Council would appreciate if this be kept on record in case vehicles return in the near future.
 - b)** Potholes around the Parish – The Clerk advised that elected members had been contacted, as requested, after the September meeting. The Clerk had spoken with John Ward at BMBC who asked that the pothole email be resubmitted as the Parish Council should have received an acknowledgement email and this hadn't occurred. Cllr Wilson responded to the Clerk and advised he would follow this issue up on behalf of the Council and asked to be kept up to date on any progress. The Clerk reported there had been some repairs to Chapel Road but none to other locations. The Parish Council asked the Clerk to follow this up again, asking for both New Road and Westwood New Road to be repaired, with additional contact for repairs on The Avenue and Worsborough View, once building works are completed in this area. The Clerk was asked to include Cllr Wilson in correspondence on this issue.
 - c)** Dog Fouling signs – As requested the Clerk had sent an official letter of thanks to Elaine Down at BMBC for the action taken on Worsborough View, but also requesting renewal of signage in other areas of the Parish. The Clerk had received no response to this communication and had been unable to contact Ms Down via telephone, only reaching answering services. The Clerk was again asked to contact Elaine Down to attempt to resolve the issue and report back to November's meeting.
 - d)** Christmas Tree at Glebe Court –. The Clerk advised that BMBC had been contacted with regards to the request for a Christmas Tree at this location. The officer in charge of this service advised that BMBC were going through a tendering process for the trees and the

Parish Council would be contacted with a price and to arrange delivery, once this was complete.

- e) Glebe Court development – The Clerk had emailed Sophie Hughes at BMBC regarding the additional footpath, the request for a safety barrier, the removal of trees on site for drainage and to request that developers have a site meet with Parish Councillors to discuss repairs and existing issues. The Clerk advised that this email had gone unanswered and she had been unable to contact Ms Hughes via telephone and voicemail messages had gone unanswered. The Parish Council asked the Clerk to follow this up and report back to November's meeting.
- f) Gift to Internal Auditor – The Clerk advised that the gift for Mrs J James, who had acted as Internal Auditor this year, had been purchased and delivered. Mrs James sent her thanks to the Parish Council.
- g) LDF Timescale – As requested the Clerk had contacted Planning at BMBC to clarify the timescale for the finalised LDF (Local Plan as it is now being referred to). The Clerk shared the proposed timescale;
 - June 2014 – Consultation on the draft plan
 - Late 2014 – Publication version produced
 - April 2015 – Submission to government
 - July 2015 – Examination in the public arena
 - October 2015 – Inspectors report due
 - November 2015 – Local Plan finalised (dependant on outcome of inspectors report)

5) Financial Matters

a) Expenditure

i) Clerks Salary October '13	£200.32
ii) Clerks Expenses September '13	£84.58
iii) Garnett Dickinson – Parish Plan printing costs	£813.60
iv) Payment for postage of Parish Plan	£767.50
v) Yorkshire Water – Allotments	£21.85
vi) Clerks overtime	£91.78

b) Income

Interest on Deposit Account (September '13)	£8.10
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c) Current and Deposit Account Statements

Current Account	£10,678.70
Deposit Account	£20,399.10
Total Balance	£31,077.80

Amended total after June expenditure	£29,098.17
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d) Other Financial Matters

- i) **Change of deposit bank account** – The Chair and Vice Chair completed the necessary paper work for the change of deposit account from Barclays to Natwest. The Chair advised that due to Cllr Terry Woods resignation, a new fourth signatory was required. Cllr R Horsfall nominated himself and this was approved by all. The Clerk was asked to make note of this in the minutes, to allow a copy to be sent to Natwest along with the application form to explain the discrepancy on the paperwork. The Clerk was also asked to obtain the necessary paper work to amend signatories on the current account.
- ii) **Interim Financial Statement** – The Clerk presented the Interim Financial Statement to the Parish Council, all approved the document.

iii) **Additional hours worked by the Clerk** – The Chair asked the Clerk to leave the meeting while the additional hours she had been working, in regards to the planning applications for the village, were discussed. On return the Clerk was informed that the Parish Council would like to pay overtime for the additional hours worked relating to this issue. The Clerk advised that she had worked 11 additional hours. The Parish Council approved these hours and the subsequent payment.

6) **Presentation to Cllr Jones** – Cllr Jock Jones had been asked to attend this months meeting, to allow the Parish Council to thank him for his many years of hard work on behalf of the Parish, and to present him with a leaving gift. The Chair presented Cllr Jones with his gift and thanked him on behalf of the Parish Council and residents.

7) **Planning Applications** – None received

8) **Parish Plan**

a) **Parish Newsletter/ Parish Website** – The Clerk advised that the deposit cheque had been sent to 4C Creatives to allow work to begin on the website update. The Chair advised that layout templates had not yet been received; therefore agenda item 14 could not be discussed. To ensure the website update continued to progress, all councillors agreed that once the layout template was received by the Clerk, it should be emailed to councillors who would reply within seven days if they had any amendments, suggestions or issues.

b) **Parish Plan** – The Clerk advised that the Parish Plan was currently with Garnett Dickinson for printing and that postage had been purchased. The Clerk informed the Council that the Parish Plans and envelopes were to be collected on Friday 25th October and that the target postage date was the beginning of November, to allow residents to have a month to return their questionnaires. The Chair asked if councillors could assist in the preparation of the plans for postage, and several councillors agreed to meet the Clerk at the Welfare Hall on Monday 28th October to support with this task.

9) **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 tree collar removal was to be discussed at their next meeting. Bulb planting had been agreed around the Tankersley stone, and future litter picking areas and dates were to be agreed in November.

10) **Investment in local community** – The Chair asked councillors for their suggestions for investment in the local community, as the Parish Council had had an increase in funds between financial audits and the Internal Auditor had recommended that some of this should be used. Cllr P Simpkin suggested updates to some of the older play equipment in Pilley Pocket Park. The Chair asked that the Clerk contact Jo Birch at BMBC to enquire as to which items were most in need of replacing, and to question whether BMBC would match funds with the Parish Council. The Clerk was also asked to enquire over the condition of the play area at Tankersley, to clarify whether this required investment.

Cllr Smart suggested the updating of benches around the Parish. The Clerk was again asked to clarify with BMBC is any were in need of repair.

The Clerk advised that the condition of the fencing around Broad Ings Wood had been asked to be added to a Winter agenda once the foliage had died back and necessary repairs were visible. All agreed to add this to Novembers agenda and consider as an investment cost.

Cllr Smart also suggested road safety signs for the Parish, which would include 'Welcome to Tankersley, Please drive carefully' or something similar.

Cllr Garforth and Cllr Horsfall suggested the expansion of the current allotments, to meet the requirements of the waiting list. The Clerk was asked to contact Ullyott & Sons to enquire over the rental of additional land adjoining the current site, as well as BMBC to enquire if there was any land available within the Parish. Cllr P Reckless advised that there may be significant costs involved in providing water to any new sites, and this would have to be investigated, once the outcome of land availability was known.

All Councillors agreed that further investment should be discussed once the outcome of the Parish Plan was known, to ensure the needs of the local community were being met. The Clerk was asked to add this item to March's agenda for further discussion in light of this.

- 11) NHS AAA Screening Programme** - The Clerk was sent an email in August regarding this scheme, and was asked to add it as an agenda item. The scheme looks to reduce the risk of Abdominal Aortic Aneurysms, particularly in men aged 65+. The Clerk was asked to share this with the coffee afternoon that takes place in the Welfare Hall, to ensure it reached the correct target audience. It was also suggested that this could be added to the Parish Council website once re-developed.
- 12) Development Planning Applications Update** – The Clerk had emailed the draft objection, on behalf of the Parish Council, to all councillors prior to this meeting. The Chair asked if all had seen this document and if all were in agreement that this be submitted to BMBC. All Councillors agreed that this was a thorough objection and the Clerk was asked to separate the relevant points into two separate objection letters and submit to BMBC. The Councillors also asked the Clerk to request a site visit with the planning board, to include Councillor Paul Hand-Davis, who had been present at the additional planning meeting held by the Parish Council. The Parish Councillors also discussed attendance of a representative at the Planning Board meeting on the 19th November. Cllr Garforth nominated himself and all agreed, while noting the next Parish Council meeting was prior to this date and an agreed approach should be discussed. The Chair noted that the PARA's had worked extremely hard to raise awareness of the planning applications and to support residents with objection letters and that they should be thanked for their contribution.
- 13) Allotment rent rates** – The Clerk advised that the current rate for allotments was £26 per annum and that letters to tenants were due to be sent out at the beginning of November, therefore any amendment to this was to be proposed and agreed at this meeting. Cllr P Reckless proposed an increase to £27, in line with prices charged around the borough. Cllr R Garforth seconded this proposal and all agreed. The Clerk was asked to write to all allotment tenants to advise of the increase and request payment.
- 14) Website layout selection** – Please refer to agenda item 8.
- 15) Correspondence**
- a) Resident letter from BMBC, concerns regarding speeding vehicles on Fenn Road** – The Clerk shared with the Parish Council the letter received by a resident from BMBC, with regards to their complaint over speeding on Fenn Road, BMBC had investigated the issue and advised that the speed of vehicles on this Road was well below the speed limit and therefore no further action would be taken. Cllr Smart advised that there had been an increase in traffic due to this now being a thoroughfare to the new Glebe Court development. The Parish Council agreed to monitor the situation.
- b) Resident letter, drainage problem on Fenn Road** – The Clerk advised that this communication had been given to the Parish Council at the Planning meeting on the 8th October. Residents on Fenn Road had reported strong smells of sewerage in the area, which had developed into odours coming into their properties via their kitchen sinks. The Clerk had

contacted Yorkshire Water who advised the drains in this area had been recently flushed and they believed the problem was due to road gulleys that were the responsibility of BMBC. BMBC directed the Clerk back to Yorkshire Water as the sewers run along the back of the kitchens and the road gulleys were too far a distance from the reported odours. Yorkshire Water investigated again within 48 hours and found that the sewerage pipes from the new development at Glebe Court had not been completed as they should, which was causing the issue. This has now been resolved.

c) YLCA - Annual Training Conference – Noted.

d) Julie Meese – Fracking: A Cause for Concern? – Noted.

e) YLCA – Info note W/E 27th September – Noted.

f) Oxenhope Parish Council – Participatory Budgeting – Noted

g) BMBC – Strategic Housing Land Availability Assessment Consultation – The Clerk was asked to forward this email to all councillors.

h) YLCA – Training Programme calendar – The Clerk was asked to keep this document for future reference, in case of new Parish Councillors requiring training.

i) BMBC – Support for Success funding opportunity – Noted.

16) Lates

a) Came & Company Insurers – Parish Matters Autumn 2013 – The clerk was asked to forward this to all councillors for reference.

b) YLCA – Parish Precept Statistics 2013/14 - The clerk was asked to forward this to all councillors for reference.

c) HS2 – Consultation events programme – Noted

d) BMBC – Free childcare for eligible two year olds – The Clerk was asked to post this flyer in the Parish notice board outside St Peters school.

17) Any Other Business

a) The Clerk advised that a representative of St Peters church had contacted to enquire about closing part of the graveyard which was now full. After discussions with Cllr Barnard, the correct process for this is to be undertaken by the Church, however on completion of closure, estimated in 12 months time, the responsibility for the graveyard would fall to the Parish Council. The Clerk was asked to add this issue to February's agenda to allow insurance requirements and maintenance of grounds to be discussed in further detail.

b) Cllr Lodge reported tyres and a fridge had been left on Tankersley Lane, and Cllr Horsfall informed the Council that several bags of rubbish had been left in woodland along the A61. The Clerk was asked to contact Fiona Tennyson as BMBC to arrange removal.

c) Cllr P Reckless suggested that important documentation be emailed out to councillors prior to Council meetings, to allow thorough discussions to take place and actions and resolutions to be agreed upon promptly. All Councillors agreed, however it was decided that an email contact policy needed to be produced to ensure procedures were being followed. The Clerk was asked to draft a policy for agreement at the November Parish Council meeting.

d) The Parish Council Chair advised all councillors that Cllr Terry Woods had handed in his resignation with immediate effect since the last meeting.

There being no other business, the Chairman closed the meeting at 9.15pm. Date of next meeting Monday 18th November 2013.