

# Tankersley Parish Council

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

In attendance were: Mrs H Reckless (chair), Mr P Simpkin (Vice Chair), Mrs D Simpkin, Mr T Woods, Mr R Garforth, Mrs K Blanter (Clerk), Cllr J Andrews

- 1) Apologies for Absence** - Mr P Reckless, Mr R Horsfall, Ms C Smart
- 2) Declarations of Pecuniary Interest** – P Simpkin raised declaration of interest regarding planning application 2013/0865.
- 3) Approval of the Minutes** - The minutes of the meeting of the Parish Council held on Monday 12<sup>th</sup> August 2013, circulated prior to the meeting, were taken as read and the chair was authorised to sign them, approved by Cllr T Woods and Cllr D Simpkin.
- 4) Matters Arising – not covered by Agenda items**
  - a)** Complaint regarding reinstatement of Dog Waste bin at Worsbrough View development site – The Clerk advised councillors that an email response had been sent to Elaine Downs in response to this and no further correspondence had been received.
  - b)** Vehicle storage at Glebe Farm – Clerk advised that at the request of the Council an official letter had been sent on the 23<sup>rd</sup> August, followed up by an email on the 6<sup>th</sup> September and still no response had been received. The Councillors asked for this to be followed up again and elected members contacted due to the extensive timescale that this had been ongoing for.
  - c)** Potholes around the Parish – The Clerk advised that the list of pothole locations around the Parish had been submitted to Highways department at BMBC on the 16<sup>th</sup> August. The Chair advised that those on The Avenue had been repaired; however no others throughout the village had been attended to. Councillors asked the Clerk to contact BMBC again as well as informing elected members due to time lapsed since first contact with BMBC regarding this and need for repair works before onset of Winter months.
  - d)** Dog Fouling signs – As requested the Clerk had again contacted Elaine Downs at BMBC regarding the signage renewal. The area around Worsborough View has had notices resprayed, however no other locations in the Parish have. The Clerk was asked to send an official letter of thanks for the area completed, however a request should be made for renewal of signs in other areas within the Parish to be carried out in particular around Carr Lane.
  - e)** Good Neighbour Scheme –. The Clerk shared with councillors a flyer that had been developed to promote the scheme to residents. The decision had been made to list the Clerk as first point of contact, to allow the Parish Council to gauge response from residents.

Councillors approved the document and agreed this could be shared with parishioners immediately.

- f) Princess Grove dog roaming – The Clerk shared with the Parish Council an email of thanks from the resident who had initially reported this issue. The dogs are now under control and no further dog fouling or roaming has occurred.
- g) Change of bank for deposit account – The Chair suggested that due to agenda items at this meeting, that the change of bank be finalised at Octobers meeting. All Councillors agreed.
- h) Planning Application 2013/0808 – The Clerk advised that concerns regarding traffic management at this site had been reported to BMBC as requested.
- i) Update of Parish Council website – The Chair advised she had been in contact with a web developer and a meeting was to be arranged over the coming weeks. The Clerk informed the Council that she had further contact details for other developers and would request quotations. The Chair therefore suggested this be added as an agenda item to Octobers meeting. All Councillors agreed.
- j) Distribution of Parish Plan – The Clerk advised Councillors that Royal Mail had been contacted regarding their ‘walk-sort’ service, however this would not be an option as this scheme was delivered in complete sectors and Pilley came under the same sector as Stainborough and Dodworth. Royal Mail had advised that if the Parish Council could arrange correct postage and individual address labels, that they could collect all envelopes and deliver the plans for a charge of £17.50. The Clerk also advised that Garnett Dickinson had been contacted regarding envelope printing costs for all distribution options and SAE’s for return of completed questionnaires. The Clerk advised the two pricing options were therefore;
  - Option 1 - estimate price of £1113. This consisted of Garnett Dickinson printing individual address labels and providing A4 envelopes for them to be attached to (£135), second class stamps to be purchased and attached to these by Clerk (£517.50), SAE to be printed with Clerks address for return of responses (£68), SAE to have postage attached (£375), and Royal Mail to collect from Clerk and distribute (£17.50)
  - Option 2 – estimate price of £525. This consisted of Garnett Dickinson printing ‘Tankersley Parish Plan’ on envelopes (£82), SAE for replies included (£68), postage for SAE’s included (£375), plans to be hand delivered by Councillors.

The Councillors all agreed to Option 1. Although this came at a greater cost, Councillors were keen to ensure that all residents received the Parish Plan in a timely manner, and by including personalised address labels it was felt that residents would be more likely to open the document rather than dismissing it as a circular or junk mail.

The Chair will provide the Clerk with the final plan document, to allow the Clerk to arrange all necessary printing and postage. A packing evening would be arranged to collaborate all documents and envelopes once Plans were produced.

- k) TPEG concerns over damage to planted areas around Glebe Court development – The Clerk advised that BMBC had been contacted regarding this issue. Wates developers had replied to advise that a site meeting would occur alongside BMBC once the development was completed to assess any damage and plan necessary repair works.

- l) Resignation of Cllr Jones – The Clerk advised that Cllr Jones had confirmed he would attend the October Council meeting. The Clerk was therefore authorised to purchase a gift for the occasion.
- m) Communication Strategy – The Clerk advised relevant amendments had been made to the document and emailed to all Councillors. The document was therefore approved.
- n) Christmas Party entertainer – The Clerk advised that Joseph Jay of ‘Kidz Parties’ had been contacted with regards to providing entertainment for the Christmas parties on Friday 6<sup>th</sup> December. Mr Jay had advised that he would tailor each party to suit the individual age group, along with providing a disco, games and gifts. Mr Jay was happy to accept cheque payment on the day of the party. The cost for both parties would be £250, a reduced rate he offers to Parish Councils and voluntary groups. All Councillors agreed the cost and asked the Clerk to confirm the booking.
- o) Christmas Tree for Glebe Court – the Clerk advised that Mike Egner had been contacted to arrange a Christmas Tree at Glebe Court, however he had been on leave and no response had yet been received. Clerk to follow this up and report back at Octobers meeting.
- p) Penistone Housing Management Steering Group – The Clerk advised that an email had been sent informing the group that although no representative of the Parish Council could attend these meetings, they would report back any issues via email and would like to remain on the groups mailing list.
- q) Addition of footpath to Glebe Court development and issues on Fenn Road– The Clerk informed Councillors that a reply from Wates developers stated that there had been a footpath on original plans however its location had to be moved to allow trees to remain on site, but this had been approved by BMBC and the Highways Agency. Cllr P Simpkin assured the Council that the inclusion of a footpath hadn’t been on any plans and asked the Clerk to reply stating this. The Council also requested that the Clerk question BMBC as to why they were not consulted in regard to this ‘amendment’. Cllr Woods requested that the Clerk contact BMBC to request that a safety barrier be installed at the bottom of the path due to its proximity to the junction of New Road and the bypass.

## 5) Financial Matters

### a) Expenditure

i) Clerks Salary September ‘13	£200.32
ii) Clerks Expenses August ‘13	£24.00
iii) HMRC PAYE Contributions Qtr 2	£150.00
iv) BDO completion of Audit Payment	£156.00

### b) Income

Interest on Deposit Account (August ‘13)	£8.93
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### c) Current and Deposit Account Statements

Current Account	£11,209.02
Deposit Account	£20,391.00
Total Balance	<b>£31,600.02</b>

Amended total after June expenditure	<b>£31,069.70</b>
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#### **d) Other Financial Matters**

- i) **Audit of Accounts** – The Clerk informed the Council that the Audit of Accounts report had been received and accounts had been approved. The Clerk shared the official response with the Council and informed them that BDO had supported the internal auditors recommendation that an electronic asset register be created, incorporating depreciation each financial year. The Clerk was asked to purchase a gift of thanks to be given to the internal auditor to the value of £20.
- ii) **Investing in local community assets** – Cllr P Simpkin raised with the councillors the issue of investment in the community by the Parish Council. He advised that the internal auditor had advised that the Council had an increase in final balance this financial year and that to ensure precept remained at the same level, the Council would need to show that funds were being used in the best interests of the Parish. The Council agreed potential purchases should be discussed and the Clerk was asked to add this to the October agenda.

#### **6) Planning Applications**

- a) 2013/0865 – Glebe Farm Cottage, Replacement of overhead wires with a single bunched conductor wire. Cllr P Simpkin informed the Council that this planning application was to modernise existing power lines. The Clerk was asked to communicate that the Parish Council had no objections.
- b) 2013/0966 – 18 Silkstone Close, Erection of single storey front extension to dwelling. The Councillors studied the plans and had no objections to the development. Clerk to reply to BMBC.

#### **7) Parish Plan**

- a) **Parish Newsletter/ Parish Website** – To be discussed at Octobers meeting
- b) **Parish Plan** – Cllr Simpkin proposed a return date of 30<sup>th</sup> November for completed questionnaires, all agreed. He also suggested that a provisional report date of February 2014 should be aimed for. Cllr H Reckless to complete amendments and provide final plan document to Clerk who will arrange printing and collection, along with delivery envelopes and SAE's from Garnett Dickinson.

#### **8) Group Reports**

- a) **Tankersley Community Association** – No official minutes or report from any councillor, however Chair advised she had been contacted by a member of TCA querying the Annual Bonfire. The Chair had advised this wouldn't be going ahead.
- b) **Crime and Safety Group** – Cllr P Simpkin advised there hadn't been a meeting since the last Parish Council meeting so there was no information to report back. Cllr H Reckless asked that nuisance behaviour by young children on The Avenue be investigated by the group. Cllr R Garforth advised that cannabis growing equipment had been found in the fields off Carr Lane, and asked this be reported to the group.

- 9) **Clarice Brooks 100<sup>th</sup> birthday** - The Councillors discussed the Chair presenting Clarice with a large bouquet of flowers as congratulations for this milestone birthday. Cllr Woods also suggested involving the Barnsley Chronicle. The Councillors agreed that £50 was an acceptable amount to allocate. The Chair will provide the Clerk with family contact details for Clarice to allow a suitable date for all to be arranged. The Clerk was asked to add this to the November agenda to finalise. Cllr Garforth requested that the ages of other Parishioners approaching 100 be checked by the Clerk, to ensure the same celebrations can take place for each.

## **10) Local Governance presentation preparation**

The Councillors agreed that rather than preparing questions and discussions for Jon Openshaws presentation at the October meeting, it would be best to develop these as a result of the information provided at the next meeting.

## **11) Development Plans for Pilley**

On the 21<sup>st</sup> August the Clerk had been emailed proposed plans by Tom Beavin at JVH Town Planning Consultants. These plans were for the development of residential estates on land at the junction of New Road and Lidgett Lane, and land to the rear of the Church at Lidgett Lane / Pilley Green junction. These plans were shared with Councillors via email prior to the September meeting to allow questions and discussion points to be raised. Prior to the meeting the Chair was approached by several residents who had become aware of the proposals and it was decided by a councillor majority that to ensure residents had the correct information and to quash rumours, that some residents should be invited to the September meeting. The Clerk produced a flyer which was distributed via the Post Office, to those residents who had become aware of the development and questioned the Chair. Tom Beavin also requested that a presentation event be arranged for the Parish Council and residents, and this was provisionally booked for the 25<sup>th</sup> September at the Welfare Hall, by the Clerk on their behalf.

The Parish Councillors discussed the plans prior to resident arrival and Cllr Woods and Cllr Garforth communicated that they were unhappy that conversations relating to this had been discussed so extensively over email and that they felt this should have been addressed solely at the Parish Council meeting prior to any further action. The Chair apologised that standard council procedures had not been followed but explained that it was felt that on this occasion, due to parishioner involvement and the potential presentation evening, that timescales were against the Council and an exception had to be made. All Councillors questioned the submission of these proposals, due to the land in question not being allocated for residential development and this change not coming into place (if at all) until the publication of the LDF in 2015/16. The Council agreed that the Clerk should respond to Tom Beavin stating that at this stage the Parish Council felt this was not something they could be involved with. However due to residents being aware of the proposal, if JVH wished to carry out the presentation evening they could manage this booking and relevant promotion. It was suggested that an additional Council meeting should be arranged to solely discuss the LDF and that elected members should be asked to attend, all agreed and this was planned for Tuesday 8<sup>th</sup> October at 7pm. Clerk was asked to arrange this and request clarity from BMBC Planning surrounding the publication timescales of the draft and final LDF.

At the arrival of residents the Chair shared a presentation showing the proposals received and explained to residents the purpose of the LDF and initial expected timescales involved. They were also informed of the open evening being hosted by the JVH. All residents asked to be kept informed and to be involved with future discussions and developments surrounding the LDF and large scale developments in the Parish.

## **12) Correspondence**

**a) YLCA – White Rose August update 2013 - Noted**

**b) Bradfield Parish Council – Letter regarding Stocksbridge Advice Centre - Noted**

**c) Lee Kilby – NHS AAA Screening Programme – The Clerk was asked to add this to Octobers agenda for discussion.**

**13) Lates**

- a) **YLCA – Bulletin W/E 6<sup>th</sup> September 2013 – Noted.**
- b) **YLCA – Branch Meeting - Noted.**
- c) **BMBC – Planning Regulatory Board minutes 17<sup>th</sup> September 2013 – Noted**

**14) Any Other Business**

- a) Cllr D Simpkin advised that a tree had been removed from the development at Glebe Court to allow installation of a drain. The Councillor questioned if this was to be rectified. Cllr P Simpkin asked the Clerk to contact BMBC/Wates Developers to ask if they would meet Parish Councillors on site for discussions.

**There being no other business, the Chairman closed the meeting at 9.12pm. Date of next meeting Monday 21<sup>st</sup> October 2013.**