



TANKERSLEY PARISH COUNCIL

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Minutes of the Meeting of Tankersley Parish Council held on Monday 21st May 2018

In attendance were: Cllr H Reckless (Chair), Cllr P Simpkin (Vice Chair), Cllr D Simpkin, Cllr D Ogden, Cllr D Simpson, Cllr C Smart, K Blantern (Clerk), Mr Chris Hirst (Resident)

1. Apologies for absence were received and approved from;
Cllr P Reckless – Illness

Cllr R Lodge – No apologies received

2. Declarations of pecuniary interest;
None Received.

3. The minutes of the meeting held on Monday 16th April 2018, were proposed as a true and correct record by Cllr D Simpkin and seconded by Cllr D Ogden. As such the Chair was authorised to sign them.

4. The Clerk presented a report to Councillors, regarding ongoing issues and actions resulting from the last meeting;

a) Glebe Court Grit Bin – The Clerk noted that no further response had been received, regarding this matter. Councillors asked that the Clerk contact Elected Members, to request their assistance.

b) Dog Waste Bags and Information Stickers – Cllr Garforth confirmed that he had restocked the dispensers and added the information signs.

c) Lidgett Lane Closure – The Clerk advised that BMBC had extended the closure to the 15th June, however Yorkshire Water had notified that they would be opening it on the 25th May, as BMBC had refused their request for an extension. Councillors asked that the Clerk query this discrepancy and express their serious concerns regarding the re-opening of the road, both whilst works continue and in its current condition.

d) Lidgett Lane Overgrowth of Vegetation – The Clerk advised that the clearing works requested, had not been carried out by BMBC. Cllr Simpson shared images showing overgrowth from the neighbouring fields and properties, and the extent to which he had had to remove this overgrowth, before reaching the exiting footpath. Councillors noted, that in some locations, an additional 2 metres of road could be obtained, if the overgrowth was removed.

Councillors agreed that they felt this was now a serious safety issue and it was unsafe to reopen Lidgett Lane without remedial works being carried out. As such, Councillors felt the matter needed escalating and asked that the Clerk contact Cllr Steve Houghton, due to the lack of action by the necessary departments. Councillors requested that the Clerk include the number of occasions that requests had been made by the Parish Council regarding this area and express their disappointment at the lack of action and communication on BMBC's part.

The Clerk was instructed to copy correspondence to Elected Members, along with Angela Smith MP.

- e) Allotment Issue – The Clerk advised that this had been resolved between tenants.
- f) Closure of New Road – The Clerk informed Councillors that she had contacted BMBC Highways to share their concerns regarding the possible closure of New Road to allow water works associated with the New Road development, and the proposal to use Lidgett Lane as the alternative access route. BMBC had advised that they had not received an application of this nature, and would consider the Parish Councils comments, if this was submitted.
- g) Pot holes around New Road development site – The Clerk shared correspondence from BMBC, advising that these had been repaired, and the Parish would continue to be monitored for other necessary works.
- f) Fencing repair Lidgett Lane – The Clerk noted that this had been reported to BMBC, who would action a repair.
- h) Overgrown Verge, A61 at Tankersley – The Clerk advised that the central reservation verge had become overgrown, resulting in drivers crossing the road to turn into Tankersley, not being able to see oncoming vehicles. The Clerk noted that this had been reported to Highways England to address.

5. The Chair asked Councillors for any matters arising from the minutes, which were not covered by agenda items, or the Clerks report;
None.

6. Financial Matters:

a) Expenditure

i) Clerks Salary May '18	£448.35
ii) Clerks Expenses April '18	£33.77
iii) WWI Event – Leader Brothers (L.Leader)	£40.00
iv) Parish Council Insurance – Yearly Renewal	£601.28
v) BMBC – Footpath Plainings, Broad Ings Project (BACS)	£151.20
vi) M Sefton – Footpath Works, Broad Ings Project	£450.00

b) Income

i) Interest on Deposit account – April '18	£0.81
ii) Ward Alliance Fund – Grant for memorial bench	£1,050.00

c) Current and Deposit Account Statements

as at 4th May 2018

Current	£14,390.59
Deposit	£18,453.72
Total	£32,844.31

Amended total after May expenditure	£31,119.71
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d) Other Financial Matters

- a) The Clerk shared the report provided by the Internal Auditor, noting discussions held regarding the Parish Council's plans to expand the accounting spreadsheet, and the Auditors suggestion to separate the Clerk's salary for these accounts. The Clerk advised that this amendment to the accounts had been carried out and would be shared under agenda point 'c'. Noted. Councillors asked that the report be shared on the Parish Council website and purchase a gift in lieu of services, for Mrs James, the auditor.
- b) The Clerk asked that Councillors consider and agree the information included in the AGAR return, and that this then be signed by the Chair and approved for publication on the website. The Clerk also read through the Annual Governance Statements, and asked that Councillors discuss these, before considering whether the current accounting procedures met each point. All agreed that the current processes meet expectations and figures included were correct. The Chair and Clerk were authorised to sign the documentation. Redacted copy to be added to the website.

c) The Clerk shared the amended accounts, noting the inclusion of a staffing costs header, as per discussions with the Internal Auditor. Councillors agreed these were a true and accurate record, and as such, they were signed by the Chair. Clerk to add to website along with other financial documents.

d) The Clerk advised Councillors that YLCA had distributed the amended National Salary bandings for Clerks. Councillors noted that the cost of living increase had been resulted in an increase of 25 pence per hour, which resulted in a monthly increase of £8.75. The Clerk noted that this increase had been included in this month's salary. Noted.

e) The Clerk presented Councillors with the funding agreement received from BMBC, on behalf of the Dearne Valley Landscape Partnership. The Clerk went on to advise that the agreement was in relation to the Broad Ings Woodland project and would provide the Parish Council with a funding payment of £5000, to allow these works to continue.

The Clerk shared the information provided with the agreement, and Councillors asked that this be signed and returned, to the DVLP.

The Clerk went on to note that the Parish Council's agreed contribution to these works had now been spent, with the agreed additional payment of £450 included in this month's expenditure, being reclaimed from the grant monies, once received.

Cllr Smart queried the process for monitoring the use of grant monies and the proofs of its use on site. The Clerk advised that all purchases in relation to the project, would be allocated on receipt of invoice and a separate area would be added to the accounting spreadsheet. The Clerk highlighted that the funding agreement had a measured outcome of 400m of footpaths being in place by the end of April 2019. The Chair went on to advise that she would be present on site to monitor the use of any goods or materials purchased.

Cllr Smart went on to query the inclusion of any structures in the Parish Council's asset register, and asked whether there would be included in insurance documentation, to ensure adequate liability cover. The Clerk advised that any permanent structures could be added to the insurance cover, however to ensure full coverage whilst the development was ongoing, she would request insurance documents from those contractors on site.

The Clerk informed Councillors that DVLP had also forwarded a draft woodland management plan for Potter Holes and Broad Ings Woodlands, covering the period of 2018 to 2028. It was noted that this had only been received shortly before the meeting, and as such, the Clerk had requested that this be considered by Councillors over the next month, with a response given to the DVLP after the June meeting. This had been agreed by DVLP and the Clerk advised that she would forward this document to Councillors immediately. Clerk to add to June agenda for discussion.

f) To discuss any other financial matters

i) The Clerk informed Councillors that YLCA had advised that Parish Councils must register with the Information Commissioners Office, as data controllers. The Clerk noted that this was expected to cost approximately £35-£40 per annum. Councillors asked that the Clerk complete necessary registration documents and reclaim costs under June expenses.

ii) BMBC Traffic had contacted the Clerk for final confirmation that the Parish Council would fund the extension to line markings around St Peter's School. Once again, Councillors confirmed. Clerk to respond advising BMBC of this.

iii) The Clerk shared correspondence from BMBC Parks and Open Spaces, who had submitted a bid for Section 106 Monies, for use within the Parish. Councillors were advised that the bid had been successful for Pilley Pocket Park, Tankersley Jubilee Park and Lidgett Lane Recreation ground, with awards of £50,000, £15,000 and £10,000, respectively. The Clerk went on to note that although approximately £29,000 of funds would be available immediately, the remaining would be made available on the occupation of the 10, 20th and 30th dwellings of the New Road development.

The Clerk shared correspondence from a resident, advising that Jubilee Park was in need of repairs and refurbishment, and asked Councillors for their approval to request that initial funding received, is used in this area. Councillors noted that as this is a well utilised park, it would be the most appropriate action. Clerk to discuss with BMBC.

The Clerk advised that bid submissions for Potter Holes and Broad Ings had been rejected, however these were to be resubmitted, with attendance at the meeting by members of the Targeted Youth Support, who have been working on the development of Broad Ings, to put forward their case.

Cllr Smart queried the process for receiving funds and asked how their use would be agreed. Clerk to contact the Parks and Open Spaces Officer, to request a meeting to discuss the allocation of funds further.

7. Planning

7.1 To consider and decide upon the following planning applications;

a) 2018/0071 – Conversion of redundant farm buildings into 4 no. dwellings and erection of 3 no. additional new build dwelling houses and associated garage blocks. Hangman Stone Bar Farm, Moor Lane, Birdwell. Noted, no comments or objections.

b) 2018/0099 – As 2018/0071 (Listed Building Consent). Noted, no comments or objections.

7.2 To receive information on the following ongoing issues and decide further action where necessary;

a) 2017/1699 - Clay Pigeon Shooting – Westwood, Tankersley. To discuss additional documentation and scale of events.

The Clerk advised Councillors that the Parish Council objection had been submitted after the April meeting and that the application would go before the planning regulatory board, however a date for this was yet to be confirmed.

It was noted that further work surrounding noise monitoring was to be carried out by the applicants appointed agent.

The Clerk informed Councillors that an amended design and access statement had been added to the BMBC website, after submission of the Parish Council's objection, and that this included further points in relation to frequency of events. These were now listed as no more than one event in any seven day period.

The Clerk went on to advise that after the involvement of a local MP, residents of High Green were to be consulted directly by BMBC, and that this would delay the decision until approximately July.

Cllr Garforth noted that if the application were to be approved, a condition regarding noise levels should be included.

The Clerk noted that the Clerk of Wortley Parish Council had asked whether a representative of Tankersley would speak at the Planning Regulatory Board, as there was some confusion as to how many community representatives could attend to exercise their rights to object. Clerk to clarify this with BMBC and co-ordinate attendance with other Parish Councils and residents.

The Clerk informed Councillors that due to the extended consultation, objections could be submitted until the end of June for consideration. Councillors asked that the Clerk add a post to social media, to ensure residents wishing to object, were aware of this.

b) Pilley Green/ Lidgett Lane development site and meet with Barratt representatives.

The Clerk shared details of discussions had at the meeting with Barratt Homes, these included;

- Discussions in relation to parking on Lidgett Lane, with Cllr Simpson suggesting the footpath to run along the new development, joining with the existing footpath further down Lidgett Lane. This would then allow the existing second footpath on Lidgett Lane to be removed and provide more space for existing residents to park their vehicles.
- Conversation around the permanent closure of Lidgett Lane, with the Parish Council expressing their concerns regarding safety in this area, and in relation to the site plans, the risk to motorists exiting the end driveway area, which would be onto the narrow bend of Lidgett Lane.
- The naming of streets and the lack of consultation on the David Wilson site. Barratt representatives agreed to consult the Parish Council prior to suggested name submission to BMBC.
- Discussions regarding entry onto the site by contractors, with the most recent site surveys using the farmers entry point, which Councillors felt was inappropriate. The Barratt

representative advised the site would be accessed via the area proposed as the main road onto the development, off Pilley Green.

- Discussions regarding the damage to St Paul's Church from trees on the proposed development land. Barratt were unaware of this issue, and advised this would have to be resolved, or a resolution in place, prior to their commitment to purchase the land.
- The increase in property numbers from the last approved application. Barratt advised that suggested plans included less properties than were advised by BMBC's planning guidelines and would be a mix of detached and semi-detached houses, as well as bungalows.
- Discussions in relation to drainage of the site, with Barratt suggesting that the drainage from this site would feed into the system in place on the New Road development. This could possibly run under Lidgett Lane recreation ground, where Barratt were looking at adding a footpath to connect the two developments.

Councillors noted that an application may be submitted as early as the end of the month, dependent on resident feedback received during the consultation process.

c) Local Plan Consultation meetings

The Clerk informed the Parish Council that these meetings had been formal hearings, not the informal conversations they had been led to believe. As such, Cllr Simpson discussed the proposed additional site at the session he attended, with Cllr Smart being turned away on attendance at the later session. Councillors expressed their frustration at the poor explanation provided by BMBC and the manner in which Cllr Smart's attendance was addressed.

8. Community Action and Communication

To accept reports, and agree appropriate action, in relation to;

a) Fly tipping

i) Carr Lane – Reported to BMBC.

ii) Old Company Shop site – Reported to BMBC.

iii) Pilley Hills/Hermit Hill – Reported to BMBC.

iv) Great Plastic Pick-Up – Mr Hirst advised that himself and Mrs Hirst, had been working with businesses on the industrial estate, to generate their support and assistance, in relation to litter picks and waste disposal. Mr Hirst noted the generous support of McDonalds, and the voluntary attendance of its staff, at litter pick events. The Clerk advised Councillors that Mr & Mrs Hirst had organized an event in relation to the national 'Great Plastic Pick Up' scheme, with over 40 bags of waste being collected.

Councillors offered their support to Mr Hirst and thanked him for his actions. Councillors asked that the Clerk share details of any events on the Parish Council's social media pages.

b) Dog Waste/ Nuisance

i) Worsborough View/ The Avenue – The Clerk advised that a video, showing the offending animal, had been provided by a resident. This had been forwarded to BMBC, however no further communication had been received. Councillors asked that Clerk again contact the Dog Warden service to ask that this matter is addressed.

c) Anti-Social Behaviour

i) The Clerk informed Councillors that a vehicle had collided with the fencing of Pilley Pocket Park, on the corner of Pilley Hills. Clerk to report to BMBC for repair.

ii) Cllr Simpson shared details of motorbikers using Lidgett Lane during the road closure. Noted.

9. Matters requested by Councillors;

None Received

10. Group Reports;

None Received

11. To discuss placement of and data gathered by the Trail Camera and Speed Indicator Device; Cllr Garforth apologised for the delay in placing the Trail Camera and advised it would be put in place, along with signage, before the next meeting.

Cllr Simpson noted that he would have to discuss the SID with Cllr Garforth, as the data tablet wasn't connecting to retrieve vehicle data. The Chair proposed that if they could not resolve the issue, the Clerk could investigate further and contact Coeval if necessary. Agreed.

12. To receive an update regarding the progress made in relation to the WWI Commemoration Event The Clerk advised that the first event was to take place on the 15th of June, and would be the Leader Brothers 'What's in the Box' evening. The Clerk advised that posters would be distributed this week, along with social media posts, and that ticket sales would be co-ordinated between herself and the Welfare Hall bookings secretary.

The Clerk confirmed the booking of the band for the Big Band Night on the 20th October.

The Clerk advised that the next group meeting was Wednesday 13th June.

13. To receive an update regarding the progress of GDPR, and the actions required by the Parish Council, in relation to;

a) Allotment Tenants – The Clerk advised that she had received communication consent forms from 11 of the 13 tenants. The Clerk informed Councillors that a variation on the original letter would be sent out to those who had not responded, asking for a reply stating their preference. This would then ensure responses from all tenants.

b) Statutory Policies – The Clerk informed Councillors that she was working through suggested GDPR policies, which would require their review, and would be sent out over the coming months and included as agenda items, for approval.

The Clerk noted that after conversations with YLCA colleagues, she would produce any additional policies required and ensure their adoption. Councillors were advised that the model Standing Orders document had been updated to include law changes such as; the financial transparency code and procedures for the recording of meetings. Councillors agreed to adopt the new policy. Clerk to add to website.

c) Councillor Email Addresses – The Clerk advised that YLCA had suggested that Parish Councillors hold email addresses with the same domain as the Clerk. The Clerk went on to explain that this would minimise the risk of Parish Council emails being responsible for data breaches. There was also greater safety in all correspondence being held by a European provider, who was also covered by GDPR regulations.

The Clerk provided Councillors with an email user policy and asked that they return a signed copy to her and begin using these accounts for all Parish Council business, from the June meeting.

14. To confirm the Children's Christmas Parties and agree catering and other provisions

The Clerk asked whether Councillors wished to cater the second party, as there had been excessive waste food over the last few years, due to dwindling numbers attending the older party, and attendee's having eaten before they arrived.

The Chair discussed the viability of the older children's party, and the use of Parish funds.

Councillors agreed that the older children's party would no longer go ahead, with resources and funding to be focused on the younger children's party.

Clerk to confirm booking with the entertainer for one party, and ensure promotion of this change on the website and social media, in coming months.

15. To receive Correspondence and agree appropriate actions

a) BMBC Electoral Services – Community Governance Review – The Clerk shared correspondence regarding the outcome of the review, and BMBC’s suggestion to reduce the number of Parish Council seats in the Parish from 11 to 9. The Clerk informed Councillors that she had contacted BMBC on receipt of this correspondence, as an initial response had been requested prior to this meeting. The Clerk advised Councillors that she had expressed the opinion that this proposal was somewhat short sighted, due to the development of two new housing estates within the Parish and the possibility that there would be no representation from these new residents, if Councillor numbers were to be reduced. BMBC had responded stating this proposal is currently provisional, however as there had been no elections or contested seats within recent years in the Parish, they felt a reduction in Councillor numbers could trigger such action and would result in a truer voice of the electorate. Councillors disagreed with this sentiment and asked that Clerk respond, reiterating her original point as the view of the Parish Council. It was noted that the role of Parish Councils have become more vital in recent years, as they work to bridge the gap between residents and ever dwindling services of local authorities.

b) BMBC Mayor’s Parlour – Mayor’s Civic Service - Noted.

c) DVLP – Bird and Bat and Wildflowers Event – The Clerk shared details of the events planned for Broad Ings Woodland and asked that Councillors approve these for sharing on the website and social media pages. Agreed.

The Clerk noted that the events had been planned without consultation with the Parish Council, and without inclusion of the PC logo on documentation. Councillors asked that the Clerk contact DVLP and request that future events are notified to the Council before publication and promotion elsewhere, and that the involvement of the Parish Council is included on all literature. Councillors asked that the Clerk request details of DVLP Insurance documentation, to hold on file, for any such events.

d) Resident Communication – Drainage Around New Road – Clerk to forward to BMBC for action.

There being no other business, the Chairman closed the meeting at 9.26pm. Date of next meeting Monday 18th June 2018.