**MINUTES OF THE MEETING OF BAWTRY TOWN COUNCIL HELD IN THE NEW HALL ON TUESDAY 14th FEBRUARY 2017 AT 7.00PM**

**Present:** Cllrs: S. Young, D. Cartwright, G. Scott, G Budgen, J. Linsley, A. Claypole,

A Cropley; S. Womack; P. Holland; D. Kirkham; R Dickenson; C Lukey.

 Mrs. A Harrison - Clerk

In Attendance:2 members of the public

Public Discussion Period

Use of s106 monies for BARS was raised and consideration of future s106 uses.

**16/17/246** Receive Apologies and Approve Reasons for Absence

1. West (away).

**16/17/247** Receive Declarations of Interest (other than standing interests**).**

None.

**16/17/248** Agree Confidential Items

None.

**16/17/249** Consider In Camera Procedure

Members discussed when matters could be placed in confidential session. In particular it was standard practice for local councils to deal with three types of issue in confidential session. These were staffing matters, commercial matters (which could be either confidential or commercially sensitive) and legal matters. Only the discussion was confidential and should not be discussed publicly after the meeting. The decisions were part of the pubic record and would be recorded in the minutes so the public would still be fully aware of the decisions taken by the Council.

**16/17/250** Approval of the Minutes of the Town Council Meeting of the 10th & 24th January

**Resolved:** That the minutes of the 10th January be approved as a true & accurate record after some discussion of minute 16/27/240

**Resolved:** That the minutes of the 24th January be approved as an accurate record.

Discussion of the limited circumstances that members should circulate emails in advance. Members agreed it should be strictly limited to where there was an important matter and the member was not available to attend the meeting. It was not to be encouraged generally and any such comments should be noted at the meeting for transparency purposes.

If members made specific comments that they wanted minuting this should be stated at the meeting.

**16/17/251** Matters Arising from the Minutes.

 16/17/221 Noted outcome of the dispute resolution regarding the website domain name with the Council now successfully registered as the owner.

**16/17/252** Financial Matters

1. Approve Monthly Accounts

Members agreed the schedule of payments together with The New Hall February fees and BARS pavilion costs in the sum of £11,600 (inc VAT of £100) from the £40k allocation.

**Resolved:** That the monthly accounts be approved (schedule attached)

1. Approve Bank Reconciliation

**Resolved:** That the bank reconciliation to 31st December be approved

1. Budget monitoring to December

The budget monitoring schedule was received.

Noted overspend of NI possibly caused by staffing changes and audit /accountancy costs due to the new accounts system installed. Subscription costs also noted.

1. Consider Request for BARS sports day donation

**Resolved:** That the sum of £500 be approved

1. Approve boundary sign installation & traffic management costs

**Resolved:** That the DMBC installation costs be approved in the sum of £1028.25

**16/17/253** Market Hill

1. Taxi rank – Traffic Regulation Order to be received by 15th February. An application would then be made to amend the order to include the taxi rank. Application to be circulated and approved at the March meeting. Three bays near Zinis to be sought from 10pm on Thursday, Friday, and Saturday. Security to be confirmed.
2. Car Park Trial - Noted fees received in January, Reduction in monthly fees greater than estimated therefore till receipts for the trial period to be requested prior to the next meeting.

Mr. Attwood had agreed to attend the March meeting and would be advised that the Council would look to hold this in public session. Approximately 20 minutes would be allocated which would consist of a question and answer session.

Signage discussed in terms of current Sunday signage new and damaged signage.

**Resolved**: That improved signage generally and additional signage on entrance from the High Street be requested (new and on existing lampposts with consent).

1. Approve Market Hill Working Group including terms of reference.

Noted the main concern in the area was now the footpath that needed urgent attention. A meeting was scheduled with DMBC for Friday 17th and a report would be provided at the next meeting.

**Resolved**: That the terms of reference be approved.

**Resolved**: That Cllrs John Linsley, Andy West, Sandy Young & Steve Womack be appointed to the group (Chair – ex-officio).

Chair of the group to circulate notes of meetings to full Council

**16/17/254** Recreational Issues

1. Cemetery - Consider Memorial safety procedure inc risk assessment & inspection form.

**Resolved:** That the procedure and assessment be approved subject to an additional section being included regarding the use of any specialist contractors.

**Resolved:** That the additions to the grass cutting contract be approved. (Weeding three times at £175 per visit and an increase of £65 per cut for grass collection)

b) Allotment fencing -quotes noted. Clerk to ascertain quality of the Ranskill fencing quote and provision of kick boards

**16/17/256** Gainsborough Road Toilets – Consider future use

**Resolved**: That the Council would be interested in retaining the toilets and land for storage etc. Preference would be for a transfer of the asset. However a lease would be considered if DMBC could guarantee that the terms would allow the Council’s future use(s) without reinstatement in the future. The Clerk to contact DMBC advising of the Councils position.

Stickers to be re-ordered regarding toilet provision at local establishments.

**16/17/255** Ward Member Report

Station Road - Single yellow line, no parking at school times now agreed.

South Parade - parking response provided.

Flood defences (tree cutting) – Martin Lane. Any views to be forwarded to the ward member.

Traffic management and speeding discussed. Neighbourhood plan to meet with DMBC in due course.

Areas of overgrown footpaths, verges etc. reported.

**16/17/257** Highways

Dog fouling noted and intermittent working of speed signs.

Cllr Lukey to provide the Clerk with maps of litter/dog bins required.

**16/17/258** Neighbourhood Plan- Update

Attendance by the group at the Hayfield School to consult with Bawtry schoolchildren. 11-18yrs consulted and questionnaires completed.

Group looking to achieve 5% return of questionnaires -172 to date (179 -5% of local population).

23rd February meeting scheduled at the library with all Councillors welcome.

**16/17/259** Parking Provision – Appoint Working Group and agree Terms of Reference

**Resolved:** That the terms of reference be approved

**Resolved:** That CllrsS Young, J LInsley, D Cartwright, A. Claypole and G Scott, ACropley, be appointed to the group. (Chair ex officio)

Chair of the group to circulate notes of meetings to full Council.

**16/17/260** Appoint Events Working Group & BRA steering group representatives

 **Resolved:** That Cllr Cartwright, Dickenson & S Youngbe appointed to the events working group with terms of reference to be approved at the March meeting. (To cover health and safety but also provision of new events).

 **Resolved:** ThatCllr Cartwright be appointed as the BRA representative

**16/17/261** Newsletter

Standing item to be included on the Agenda with one member to draft the article each month.

Cllr Young to prepare the article for April.

**16/17/262** Defibrillators

Location of the defibrillators discussed. Four in Bawtry but little publicity.

Sports Ground (for sport club use) Crown Hotel, Sainsbury’s and Mayflower School (limited access to be ascertained).

Members agreed to look at provision of a defibrillator at the car park.

**16/17/263** BTC Initiative to Improve the Image of Bawtry- update

 Initial meeting with Mr. Rutherford, Head of Service at DMBC undertaken

**16/17/264** War Memorial - Update

 A report had been circulated to members.

 Preference for relocation to the library site but funding to be investigated.

**16/17/265** Community Forum

 Members considered date of first meeting, publicity and venue.

 **Resolved:** Mon 3rd April. Venue the New Hall(subject to availability) 7-9pm

 Refreshments to be available (teas/coffee)

The event to be promoted via the resident’s group forum, BRA etc. Council website, and notice board. Leaflet to be distributed by Bawtry Today. Posters at retailer’s premises.

**16/17/266** Heritage Project

Report regarding the community project had been circulated to members. Types of projects briefly discussed.

Council Steering Group members to be: G Budgen, J Linsley, S Young & D Kirkham

**Resolved**: That the Council have lead partner status in terms of any funding applications with heritage lottery project enquiry agreed in principle.

**16/17/267** Planning

1. Planning Applications

**17/00105/FUL** Drumwall, Martin Lane, Bawtry

Erection of 2 storey side extension & glass roofed covered area to rear of existing house

**17/00107/FUL** Town End Bungalow, Towngate, Bawtry

Proposed extension and alterations

**17/00200/FUL** Myholme, Doncaster Road Bawtry

Erection of single storey extension with roof lantern to rear of semi-detached

property.

**17/00168/FUL** 140 Station Road Bawtry

Replacement and raising of existing roof to dwelling to accommodate attic

rooms, installation of roof lights to the front and rear roof slopes, installation of a

new window to the side elevation at first floor level, resiting of the front entrance

door and alterations to existing windows.

***No adverse comment to 17/00105/00200/00168***

Members to provide comments to the Clerk 17/00107/FUL when plans available

1. Planning Determinations

**15/02058/FUL** Roanslark 23 Doncaster Road Bawtry

Erection of 1.73m high boundary wall and gates to front elevation- ***Granted***

**16/02622/FUL** 52 High Street

Change of Use for the previous site of the Voulez Vous clothing shop back to a

drinking establishment***- Granted***

**16/02715/LBC** 52 High Street Bawtry Doncaster

Listed Building Consent for external alterations including new external door surround, railings and signage and internal alterations including new wc,

 alteration to ground floor walls, and new first floor internal door- ***Granted***

**16/03024/COU** David House 32 South Parade

Change of use from retail use (A1) to beauty salon – ***Granted***

**16/03083/FUL** 27 Ingham Road

Erection of single storey garage extension & two storey side extension ***- Granted***

**16/17/268** Report on Meetings

iGas Liaison - 9th Feb meeting reported on planning permission being submitted. Routing of the vehicles of some concern. Planners to review.

Water samples to be investigated. Next meeting 6th April

Airport Noise Monitoring- Alan Cropley & Linsley unable to attend but

minutes would be circulated in due course.

BARS Committee- notes circulated and concerns with security still to be addressed and problems with drainage. Clerk to obtain fully signed copy of the lease from Jones & Co.

**16/17/269** To Receive any Additional Correspondence

None noted

**16/17/270** Items for Future Agenda and Next Meeting.

 March meeting – 14th March 2017

 Review allotment and cemetery fees.

There being no further business the meeting ended at 10.10pm

**Chair: ……………………………………………. Dated…………………………………………**

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| Npower | Mkt Hill electricity | DD | 1.00 |
| British Legion | Poppy wreath donation (cheque) | 104287 | 100.00 |
| Marshalls Garage Ltd | Petrol - handymen | 1110 | 11.27 |
| BARS  | BARS Annual grant | 1111 | 8500.00 |
| New Hall | Annual storeroom rent  | 1112 | 1.00 |
| Today Publications Ltd | Bawtry Today | DD | 114.00 |
| Various | Salaries & allowances- Jan | 1013/16 | 2517.43 |
| HMRC | Tax & NICS- Jan | 1117 | 574.68 |
| The New Hall | Room hire- Jan  | 1118 | 67.50 |
| Timber Joint Ltd | Handymen equipment | 1119 | 28.04 |
| North Notts Landscapes | Maintenance – allotment hedges | 1120 | 330.00 |
| A Harrison | Reimburse post | 1121 | 12.36 |
| Leonard Tomlinson Ltd | Quarterly Garage Rent | 1122 | 315.00 |
| Christmas Plus | Annual Dismantle  | 1123 | 968.11 |
| Gillies Landscapes | Spoil removal | 1124 | 440.00 |
| Gillies Landscapes | Weeding & leaves clearance/collection | 1125 | 620.00 |
| BARS  | MSF project contribution | 1126 | 11000.00 |
| The New Hall | Room hire – Feb  | 1127 | 49.50 |
| Corphorstine Wright | MSF- architect fees  | 1128 | 600.00 |
| BDC | 2016/17 Rates football | DD | 32.00 |
| Yorkshire Water  | Cemetery  | DD | 7.40 |
| Yorkshire Water | Allotments  | DD | 22.10 |
| Yorkshire Water | MSF - final | DD | 23.39 |
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