**MINUTES OF MEETING OF BAWTRY TOWN COUNCIL HELD IN THE NEW HALL ON TUESDAY 8 MARCH 2016 AT 7PM**

**PRESENT:** Cllrs S Young (Chairman) R Dickenson, P Holland, J Linsley,

C Lukey, A West, S Womack

 Mrs J Worthington – former Clerk

**IN ATTENDANCE:** 8 members of the public

**Prior to commencement of business a period of up to 15 minutes was allowed for public participation**

Mr Haslam, Cricket Club, advised season commences in April and stated that for the removal of asbestos/demolition of pavilion, no monies have been allocated thus far. Some doors are still vulnerable ie 4 x door area. Quotations received for fencing – To be discussed at item 15 on Agenda.

A resident asked if parking restrictions were due to be implemented during the Tour De Yorkshire event and was advised this would not be the case.

A resident referenced the Old Bottling Factory and proposals to have an indoor car park, that fires have been lit and cones placed on the road. To be discussed at item 16 on Agenda.

**1. TO AGREE WHETHER PRESS/PUBLIC SHOULD WITHDRAW FOR ANY ITEM UNDER THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960**

**RESOLVED** that items 11c and 22, staffing issues, be discussed under this item at the end of the meeting.

**2. TO RECEIVE/ACCEPT APOLOGIES**

**RESOLVED** to accept apologies from Cllrs A Cropley (Rehearsals for show), D Kirkham, and L Winter (Regimental commitments.)

**3. CASUAL VACANCIES**

DMBC advise, if contested, a Poll will take place on Thursday 7 April.

Nomination papers to be received Monday to Friday 9am-5pm but no later than 4pm on Wednesday 9 March 2016.

**RESOLVED** to confirm the Chair’s decision to request provision of polling cards.

**4. TO RECEIVE DECLARATIONS OF OTHER INTERESTS OR AMENDMENTS TO CURRENT REGISTERS OF INTEREST**

None given.

**5. REPORT FROM WARD MEMBER/DMBC OFFICER**

Cllr Blake sent apologies but gave an update on various issues:

* Postponement for Clean for The Queen event
* Meeting on 9 March at Austerfield Study Centre to discuss Tour de Yorkshire issues
* Cars on South Parade and other illegal parking – enforcement asked to visit on a regular basis. Fixed penalty notices issued at South Parade as well as ticketing over stayers in parking bays. DMBC also aware of 2 vehicles parking on the footpath outside garage on auction nights
* Overhanging branches at Doncaster Road – now cleared
* License variation – The request for the variation on the license will be addressed in the same way as the original. If objections are received these will be referred to the committee for a decision. Objections in writing to be received by 21 March.

Cllr Blake has been approached by one of the handymen regarding possibility of recycling facilities being provided for the many bottles and other recyclable material collected. DMBC will look at this as green boxes could be left in Bawtry dependent upon how much is actually being collected. Further information awaited.

**6. MINUTES OF TOWN COUNCIL MEETING HELD 24 FEBRUARY**

**RESOLVED** these be accepted as a true record and signed by the Chairman.

**7. MATTERS ARISING FROM ABOVE MEETING**

a) **Update from Cllr Linsley following meeting – Messrs Hudsons**

The company has been very helpful following suggestions put forward by the town council. It has accepted a quote from North Notts Landscapes for hedge/tree planting/maintenance. Wherever possible trailers will be parked away from the road side into other areas of the yard. In the longer term staff car parking will be moved to the very front as people find cars more acceptable than trailers. The area previously tenanted as a builders’ yard is to be cleared up, further improving the frontage.

Finally it would welcome Tour de Yorkshire traffic on the frontage on 30 April.

b) **Reply from Bawtry Retail Association re gents toilet use**

It was reported that a positive response had been given from the BRA.

c) **Letter to Chief Executive following Gentlemen’s Retreat License**

A response from DMBC states that the Sub Committee made its

determination on the basis that the premises were not located in Area 3 –

as detailed in section 7 of DMBC Licensing Policy. For this reason

principles of the special policy did not apply to the application. Relevant

information taken from the Guidance being enclosed for the town council’s

attention. Apologies given for any uncertainty.

**RESOLVED** to respond stating the town council wishes to reiterate its

original objections.

**8. MARKET HILL ISSUES**

a) **Any information re letter sent by council’s solicitors to**

**Irwin Mitchell and EPS Ltd Audit**

**RESOLVED** as no response received that the Chairman speaks with the

Byrne Practice.

The Byrne Practice asks if the town council wishes the company to contact

accountants with a view to obtaining a quotation for undertaking

this activity or would this be arranged by the town council.

**RESOLVED** to accept the offer from the Byrne Practice.

b) **Update from Cllr Linsley/EPS Ltd temporary repairs to**

**Market Hill**

DMBC advise pothole repairs programmed for 4/5 April with a back up

date of 11/12 in case of any problems with the weather. White lining will

be implemented at the same time.

c) **Email from DMBC Highways re repairs to frontages, loss of some**

**parking, addition of some green space and use of better materials**

Cllr Linsley is in touch with Highways regarding suggestions and a

response is awaited.

d) **Pothole corner High St/Scot Lane – reply from DMBC Highways**

Issue with Authority’s solicitors.

e) **Response from Crown Hotel re Boxing Day Hunt**

No reply or acknowledgement received from the two communications

sent.

f) **Taxi rank provision**

Reply received from EPS Ltd which states that a decision would need to

be made as to whether this would be by an informal/unofficial

arrangement or by formal declaration through a legal Order under the

Road Traffic Act. Issues advised for both of the two options. The letter

states that, if a taxi rank is deemed necessary, it would be most suitably

located as an on-street taxi rank and not within the Market Hill car park.

**RESOLVED** that two/three spaces be investigated after charging hours

for a taxi rank. The Chair to speak with the Byrne Practice regarding a

suitable response to EPS Ltd.

**9. COMMUNITY POLICING ISSUES**

**Reply to letter requesting presence of Senior officer at meetings**

**and response for clarification on crime statistics**

Inspector Payling advises LPU Inspectors have been given a directive

not to attend parish/town council meetings in view of financial

implications. Further the method in which crime data is gathered makes

it difficult and time consuming to obtain. However, Inspector Payling

advises he is prepared to attend the occasional meeting, say every

4 months.

**RESOLVED** to accept his offer of attendance.

**10. PUBLIC PARTICIPATION – ISSUES REQUIRING ACTION**

None requiring action by the town council.

**11. FINANCIAL MATTERS**

a) **Approval of BIB payments**

£450.00 20-20 Web Design (N/hood Plan) BIB.912

£360.00 20-20 Web Design (N/hood Plan, 2nd) BIB.913

£70.00 Blyth Pest Control (Wharf St play area) BIB.914

£260.00 J Rawlings, Tailor Maid (toilets February) BIB.915

£360.00 Bardon Environmental (Allotments) BIB.916

£1735.20 Bardon Environmental (Pavilion) BIB.917

£114.00 Today Publications (March newsletter) BIB.918

£15.42 Groundwork UK (balance reimbursed

 - N/hoodplan) BIB.919

b) **Monthly financial statement**

The Clerk distributed the monthly statement.

c) **Notification from DMBC of increase in Handymen’s wages for 2015 and 2016 -** CAMERA ITEM

d) **Request from Bawtry Air Cadets for donation/sponsorship**

The Chairman advised he had not been able to contact the Cadets and the Clerk passed on the relevant mobile phone number just received.

e) **Leaves in cemetery surrounding graves**

Cllr Winter asked if a contractor could be requested to remove the leaves.

**RESOLVED** to monitor.

**12. REVISED MODEL FINANCIAL REGULATIONS VIA NALC**

Copies previously circulated to all members.

**RESOLVED** to accept the suggested amendments from NALC.

**13. NALC’S FUNDING AND GRANT BULLETIN**

Copies previously circulated to all members.

**RESOLVED** to discuss at the next meeting.

**14. TOUR DE YORKSHIRE**

It was highlighted that various businesses are becoming involved with the

Event, thus further discussions ongoing. Also it was hoped to hold an

‘afternoon tea’ in the New Hall on 30 April, although the Clerk had asked if the building was available and advised bookings already made.

**RESOLVED** Cllr Lukey contacts the New Hall booking clerk.

**15. RECREATION ISSUES**

a) **Feedback from BARS re latest quotation from Messrs Bardon**

BARS advised it will contribute when the time comes to demolish the old pavilion and will build this in the funding. If sufficient funds are raised then the town council would not have to contribute to all.

BARS also highlighted information from WREN as it has granted £49,990 in funding and will ask BTC for the third party funding. This was paid when the first bit was successful but repaid to WREN when they withdrew that officer.

b) **Update from Mr Haslam (Cricket), costings for security fencing**

Two quotations obtained from Darfen and Metalcraft.

**RESOLVED** to accept the cheaper quotation from Darfen in the sum of £2,403.80 to supply/install 2.4m galvanized and green coated Jupiter fencing with panels 3 m wide clamped to and including Hexaclip posts, and that BARS are contacted regarding installation.

Also supply of 1 x double leaf gate 4m x 2.4m to match above – in the sum of £1177.00.

**16. PLANNING ISSUES**

a) **Applications**

**16/00495/FUL** erection of infill ext to existing workshop and offices,

Carr Grange Joinery Ltd, Yard 2 Station Yard

**RESOLVED** to raise no objections.

b) **Car parking proposal at former Bottling Factory**

Response awaited from Planning Authority, DMBC regarding a planning application. It was noted that the cones have recently been removed.

c) **Doncaster Local Plan**

Information received that DMBC approved the next stage of the Local Plan consultation – Homes & Settlement. Formal consultation period will start 7th March and end at 5pm on Monday 18 April 2016.

d) **Unit 1, Saddlers Court, Bawtry**

Information from the business that a Tattoo and Beauty Studio is to be established at the above address. An open day will be held with a raffle

and discount offers and the owner would wish to donate proceeds to the local community in need of support and ask for recommendations. The information has been passed to BARS.

**17. REVIEW OF RISK ASSESSMENT 2016/17**

Document previously submitted by the Clerk.

**RESOLVED** to accept the contents for 2016/17

**18. REPORT ON MEETINGS ATTENDED**

Cllr Linsley advised that an exhibition will be held for all April in the Community Library regarding the Neighbourhood Plan.

**19. TO DISCUSS APRIL NEWSLETTER DRAFT**

The Chair circulated the draft and contents discussed.

**RESOLVED** to amend slightly and forwarded to the *Bawtry Today.*

**20. HIGHWAY ISSUES**

Highway issues via Cllr Linsley, information re specifications etc

Pending.

Dog Fouling

DMBC has appointed a company whose operators will patrol areas in the Borough, wearing visible jackets, and with the ability to issue fixed penalty notices if owners are seen allowing their dogs to foul.

**21. TO RECEIVE CORRESPONDENCE**

Doncaster Voluntary Community Support Small Fund Guidance

**RESOLVED** to note the information.

AMR Exchanges

Cllr Womack is to liaise with Npower regarding changing the electricity meter in Toilet block.

**22. CAMERA ITEMS**

**STAFFING ISSUES**

a) Appointment of new clerk initially for 3 month probationary period

b) Salary, terms and conditions, job description

**RESOLVED:**

* appointment be made wef Monday 28 March 2016.
* the salary scale be 30-34, commencing on scale 30, with annual increases through to the top of the scale each year, thus scale
1. will be implemented in 2017.

c) Notification from DMBC re increase in Handymen wages – from 1 April 2015 and 1 April 2016

The Clerk advised that she had requested information last year in respect of the increase in the hourly rate, particularly with regard to the Agency agreement but, at that time, no information had been given.

DMBC now advise the rate of 1 April 2015 is £7.85 p/hr and with effect from 1 April 2016 will be £8.25 p/hr.

**RESOLVED** that the back payments be made to the two handymen and the 2016 increase agreed.

d) Work undertaken by the former Clerk for 7 days after 29 February retirement date

**RESOLVED** that a payment of £368.59 be made covering 1-9 March as the former Clerk carried out work after 29 February and attended meeting on 8 March.

**21. NEXT MEETING: TUESDAY 12 APRIL 2016 AT 7PM IN**

**THE NEW HALL, BAWTRY**

The meeting ended at 9.05 pm.

**Chair: …………………………………………….**

**Dated……………………………………………..**