**MINUTES OF THE MEETING OF BAWTRY TOWN COUNCIL HELD IN THE NEW HALL ON TUESDAY 11th JUNE 2019 at 7.00PM**

**Present:** Cllrs: A. Claypole, D, Kirkham, D. Kirby, C. Lukey, G Scott, P. Holland, J. Linsley, P. Muxlow, A Cropley. G Budgen, D Cartwright, I Greer

Mrs. A Harrison – Clerk to the Council

**In Attendance**: 2 members of the public

 Ward Councillor Blake. Mr G Tulley

**19/20/023** Receive Apologies and Approve Reasons for Absence

 S Young (work commitment)

**Resolved:** That the above reason for absence be approved.

**19/20/024** Receive Declarations of Interest (other than standing interests)

Item 22 Planning Cllr Kirkham – Non pecuniary - as adjacent neighbour

**19/20/025** Agree Confidential Items - Item 15 New Hall (Legal/staffing)

**19/20/026** Approval of the Interview Committee 9th May 2019

**Resolved:** That the minutes of the Committee meeting of the 9th May 2019 be approved.

**19/20/027** Approval of the Minutes of the Council Meeting- 14th May 2019

 **Resolved:** That the minutes of the 14th May 2019 be approved.

**19/20/028** Approval of the Interview Committee 17th May 2019

 **Resolved:** That the minutes of the Committee meeting of the 17th May 2019 be approved.

**19/20/029** Matters Arising from the Minutes

19/20/008 Matters arising - Letter now forwarded to the Hall Committee

but no update had been received to date regarding any trust.

19/20/011 Group Representatives - Cllr Greer confirmed he was happy

 to be the representative for Illuminate

19/20/012b) Recreation Issues - Noted collection arranged for sports day.

19/20/013 New Hall - Water heaters still be sourced.

19/20/012a) Recreation Issues - Members to revisit representatives for BARS Strategic Committee (subject to special resolution if required)

**19/20/030** 15 Minute Public Discussion Period

 Cemetery – noted condition of old graves/weeds including where the chapel was situated and confusion regarding dog signs.

**19/20/031** Financial Matters

a) Approve Annual Accounts 2018-19

 **Resolved**: That the Annual Accounts 2018-19 be approved

 b) Receive Internal Auditors Report

 Noted no concerns raised by the auditor.

 c) Approve Monthly Accounts

**Resolved:** That the monthly accounts be approved.

d) Approve Bank Reconciliations - 30th April 2019

 **Resolved:** That the bank reconciliations be approved.

e) Budget monitoring - 30th April 2019

 **Resolved** That the budget monitoring schedule be approved.

**19/20/032** Approve Annual Return (AGAR) to Year End 31st March 2019 - S1 Governance Statement

 **Resolved:** That S1 of the Annual Return (AGAR) to year end 31st March 2019 be approved

**19/20/033** Approve Annual Return (AGAR) to Year End 31st March 2019 - S2 Accounting Statements

**Resolved:** That S2 of the Annual Return (AGAR) to year end 31st March 2019 be approved (Noted figures as illustrated in the annual accounts)

**19/20/034** Members agreed to bring forward Item 16 - Ward Member Report

**19/20/035** Ward Member/DMBC Report.

 - Noted DMBC had a 3-weekly schedule for green spaces/verges.

 - Sainsbury’s entrance issues now passed to a manager due to delays.

 - Next Health & Wellbeing meeting - 18th June.

 - Generally positive local feedback from the airport due to the reduction

 in training flights.

 - Noted tools/equipment for litter pick being considered for recycling etc.

 Matters raised – Noted DMBC trees that required maintenance.

**19/20/036** Approve Annual Insurance (Consider Quotes)

 **Resolved:** That insurance be approved with AXA for a period of 3 years from 29th June 2019.

**19/20/037** Market Hill

a) Fruit & Veg Kiosk

 Noted that a conditional permission had been granted, limited to 3 years (due to it being a temporary building).

 It was agreed that the structure would now be purchased. The Town Centre Strategy Working Group to look at the rental terms and selection criteria for any interested parties and make recommendations to the Council in due course.

 b) Car Pageant- Update (Attendance by G Tulley)

 Promotion well underway for the event. Noted support from local organisations, both publicans and retailers and “Peaky Blinders”.

 Security and First Aid being considered. Insurance now being held at £5m.

 Grant to be submitted to BTC for contribution for First Aid and security (July meeting). Parking arrangements noted and cones offered.

**19/20/038** Recreation lssues

a) Consider Cemetery maintenance

Noted grass maintenance did appear to have improved.

Concerns expressed regarding the aesthetic appearance of the older graves.

Cllrs Cartwright, Scott & Holland to make initial investigations as to any memorials that required attention, including the older section. (To cover both the memorials and weeding etc.). Cllr Holland to approach the Church.

Cllr Lukey noted problems at the cemetery with drug taking & anti-social behaviour. The police had been approached and were monitoring the problems. Those responsible appeared to have moved on at present.

Noted Wharf Street also suffering similar problems and these had been raised by a resident and a community group to monitor was suggested.

b) Consider tree maintenance as per attached schedule

**Resolved**: That the works recommended up to 6 months be undertaken and planning permission be sought for the recommended works up to February 2020 at Market Hill.

All work recommended from February 2020 would be undertaken in due course when additional quotes had been obtained.

c) Approve representative to meet with BARS for 6-monthly review.

**Resolved**: That BARS be approached for a 6-monthly review with Cllrs Claypole and Cartwright to attend.

(Noted future of the BTC grant to be looked into in due course but the Council had not considered the specifics of this to date).

**19/20/039** Christmas Motifs- Consider lamppost replacements

 **Resolved** That seven new lamppost motifs in the sum of £895.50 each (excluding install and dismantle) be approved, to replace the existing motifs from the Council’s Christmas contractor

**19/20/040** Town Centre Working Group

1. Approval of additional replacement notice boards - Doncaster Road & Oak Tree Road

Members considered their preferred options with a range of quotes to be presented at the July meeting.
b) Approval of the proposed Market Hill parking layout (post resurfacing works)

DEFERRED – Still awaiting layout.
c) High Street Heritage Action Zone - Approval for BTC to take the lead role in the funding bid.

Details noted of the potential funding available and criteria.

**Resolved:** That a funding bid be submitted by Bawtry Town Council by the group with support from relevant local groups/stakeholders.
d) Market Hill footpath works - to note Action List

 Noted for information. Actions required to enable works to the footpath in April 2020.

**19/20/042** War Memorial Working Group – Update

Still awaiting start date for the work. Clerk to follow up with the contractor.

**19/20/043** Events Working Group- Update

 ‘Pride of Bawtry Awards’- to be called Bawtry Community Awards – probably at the New Hall one Saturday in January 2020 with an invite to the local cadets and school.

**19/20/044** Neighbourhood Plan – Agree funding for amendments following Examination

Noted matters raised by the examiner. In particular the policies regarding the type of retail properties and limit on further licensing premises were recommended for removal due to lack of evidence. These could be part of the Council “commitments”.

 **Resolved:** That up to £1,000.00 be allocated for final amendments to the plan.

(Noted further costs would not be incurred by the Town Council as the next and final phase would be the public referendum – likely in September)

**19/20/045** Planning Issues.

a) Planning Applications

**19/01201/FUL** 23-25 Market Place

Change of use for first floor from commercial to residential & proposed first floor

rear & side extension to accommodate 4 apartments as well as external staircase

*No adverse comment*

**19/01200/TPO** 1 Cheyne Walk Bawtry

Consent to crown lift to 5.5m above ground level, full crown reduction removing 1.5 to 2m of branch length and crown clean on one mature Horse Chestnut. The tree is subject to G13 of Doncaster Borough Council Tree Preservation Order (No.52) 1989 Bawtry Hall, Bawtry

*No adverse comment*

b) Planning Determinations.

**19/00550/FUL** Bawtry Market. Market Place

Erection of a timber boarded fruit and veg kiosk - ***Granted (3 years)***

**19/00851/FUL** 10 Oak Tree Road

Erection of single storey rear extension - ***Granted.***

**19/00405/FUL** Bawtry Market, Market Place

Erection of a heritage trail board of Bawtry's history - ***Granted***

**19/20/046** Report on Meetings & Representatives

* Noted attendance by Cllr Cartwright at a public consultation regarding a variation of the planning permission for Harworth industrial estate.
* BRG – hosted presentation by the Wellbeing Group.

**19/20/047** To Receive Any Additional Correspondence- none

**19/20/048** Items for Future Agenda and Next Meeting- 9th July

* Grant application car pageant
* Bench/Notice board quotes
* Cemetery maintenance update
* BARS committee representatives

**19/20/049** Public Bodies (Admission to Meetings) Act 1960

 That due to the confidential nature of the business to be transacted the public and press was excluded in the public interest

**19/20/050** New Hall-

a) Consider scope of further legal advice

**Resolved:** That further advice be sought regarding the Council structure/role in running the hall.

b) Consider payment for bookings clerk – May

**Resolved** That the Town Clerk be paid for May whilst undertaking the bookings clerk role (at the agreed bookings clerk rate).

There being no further business the meeting ended at 9.10pm.

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

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| --- | --- | --- | --- |
| **May** |  |  |  |
| HSBC | Bank Fees  | DD | 13.10 |
| Various  | Salaries- May  | 1585/8 | 3483.94 |
| HMRC | Tax & NICs – May  | 1589 | 973.13 |
| TWC Facilities Ltd | Hall sanitary disposal | 1590 | 84.00 |
|  |  |  |  |
| **June** |  |  |  |
| The Pension People | Pension contributions -May | DD | 57.94 |
| EDF | Mkt Hill electricity | DD | 20.00 |
| EE | Mobile phones inc hall (monthly) | DD | 55.33 |
| DMBC | Market Hill rates (monthly) | DD | 775..00 |
| Today Publications Ltd | Newsletter - Bawtry Today | DD | 114.00 |
| Bonnetts Ltd | New Hall – cleaning supplies | 1591 | 282.72 |
| MKS Groundcare Ltd | Grass cutting contract  | 1592 | 1056.00 |
| D Kirkham  | Reimburse hall keys | 1593 | 18.00 |
| A Harrison | Quarterly allowance | 1594 | 150.00 |
| Gillies Landscapes | Annual summer planting & maintenance | 1595 | 3260.00 |
| ASL | Asbestos Survey –New Hall | 1596 | 474.00 |
| Marshalls Garage | Handymen petrol | 1597 | 7.00 |
| Moe &Hoe | Grass cutting - Hall | 1598 | 121.80 |
| North Notts Landscapes  | Notice Board installation | 1599 | 1200.00 |
| Torne Valley  | New blower | 1600 | 285.00 |
| A Harrison | Postage | 1601 | 7.69 |
| Rialtas Business solutions Ltd | Annual Closedown & new accounts s/w | 1602 | 1975.94 |