**MINUTES OF THE MEETING OF BAWTRY TOWN COUNCIL HELD IN THE NEW HALL ON TUESDAY 8th OCOTBER 2019 at 7.00PM**

**Present:** Cllrs: A. Claypole, D, Kirkham, G Scott, P. Holland, J. Linsley, G Budgen,

D Cartwright, I Greer. S, Young, D. Kirby.

Mrs. A Harrison – Clerk to the Council

**In Attendance**: 8 members of the public, Ward Cllr R. Blake.

**19/20/096** Receive Apologies and Approve Reasons for Absence

A Cropley (late arrival expected), P.Muxlow (other appointment), C. Lukey (work commitment).

**Resolved:** That the reasons for absence be approved.

**19/20/097** Receive Declarations of Interest (other than standing interests)

Cllr Claypole advised he was no longer the secretary of the junior football club and that his declaration of standing interests would be amended in due course.

**19/20/098** Agree Confidential Items – Item 15a) Footpath (i) & (ii)– contractual matters. Item 16 War Memorial – contractual issues.

**19/20/099** Approval of the Minutes of the Town Council Meeting 10th September 2019

 **Resolved:** That the minutes of the 10th September 2019 be approved.

**19/20/100** Matters Arising from the Minutes

19/20/086 Appointment Asset Management Committee. - Cllr Kirkham had responded and an amended draft circulated.

19/20/095 Initial response from the New Hall Committee received with a decision to be made in due course.

**19/20/101** 15 Minute Public Discussion Period

 Council logo - Cllr Muxlow to be approached for any developments.

 New Hall Committee Trust –Initial response received from the Committee It was understood that the setting up of a new trust was being progressed.

Concerns expressed regarding current governance and the suspension of the Terms of Reference and the impact this would have on information being available to residents and user groups.

Gordon Tulley – Thanks given to BTC for their support in allowing use of the car park and the financial support for the Drivers Pageant Event. Noted matters raised including some litter problems and parking along Tickhill Road. £1,700 raised – 26 anticipated beneficiaries.

**19/20/102** Financial Matters

 a) Approve Monthly Accounts

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

b) Approve Bank Reconciliations – 31st August 2019

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

c) Budget monitoring – 31st August 2019

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

Noted current income reduction at Market Hill of 12% to date.

 d) Receive External Audit Report and note Conclusion of Audit

 Members received the external audit report and noted that there were

 no matters to be brought to the attention of members. Notice of

 Conclusion of Audit had been published in September.

**19/20/103** Illuminate - Attendance by representatives

Michèle Beck, Events and Communications Manager addressed members and provided details of the event on the 17th November. Documents to be circulated in due course

 Noted current problems with the proposed road closure in the absence of police assistance. (Security costs to be ascertained).

**19/20/104** Market Hill

a) Approve Kiosk Lease and electrical works

 **Resolved:** That the Clerkmake arrangements to arrange electricity to the kiosk from the existing supply.

 **Resolved:** That the draft lease be approved and the Clerk make arrangements to execute the same.

**19/20/105** Recreation lssues

a)BARS – Update re: governance at the Memorial Sports Ground.

Consider Council representatives for a BARS working group to review the future governance and structure of BARS and any user/operations group.

Further consider temporary suspension of the current BARS/BTC Operations Group Terms of Reference (TOR) for 3 months with a review to follow the working groups conclusions/recommendations.

Update - noted accounts now up to date and on the Charity Commission website. Trustees were working to bring finances under one account. Working group proposed with 2 councillor representatives. Proposed that user groups communicate to the trustees through Mr. McHale as secretary of the group for the period of 3 months whilst the TOR were suspended.

Details discussion regarding the merits of the proposed suspension.

**Resolved:** That the TOR be suspended for 3 months conditional on the user groups being consulted and a full summary report being received by the Council at the conclusion of the 3 month period and prior to consideration of any further Council grant towards the facility.

**Resolved:** That Cllr Cartwright and Scott be appointed to the working group.

b) Consider additional benches in the town.

 Cllr Claypole to revert to members in due course with proposed locations

**19/20/106** New Hall – Update and consider registration for “We Support Our Mums” scheme.

Clerk provided details of recent servicing and repairs. Mirror to be sourced for the disabled toilet.

“We support mums” scheme supported in principle but Clerk to ascertain whether the venue could meet relevant criteria.

**19/20/107** Ward Member Report inc Health & Wellbeing Community Connectors

* Ward Cllr to take up the issue of the Illuminate road closure
* All issues previously raised reported.
* Heritage group meeting successful.
* Kingswood Close issues being addressed.
* BTC asked to support Community Connectors Scheme.

Members agreed to support the scheme in an ambassador role.

**19/20/108** Neighbourhood Plan - Result

Referendum result supported the plan which would now be incorporated into the Doncaster Local Plan – anticipated by 21st November.

 A structure for review of the Neighbourhood Plan to be considered at the December meeting.

**19/20/109** Approve Asset Management Committee Terms of Reference

 DEFERRED with any decision to appoint a committee to be considered at the next annual meeting in May 2020 to allow further time to assess the remit required for running the hall.

**19/20/110** Town Centre Working Group

 a) Footpath

(i) Moved to confidential session (contractual)

(ii) Moved to confidential session. (contractual)

(iii) Approve engineering representative quotes from suitably qualified (and insured) persons/organisations in addition to the main footpath contract (but within the allocated budget).

**Resolved** That quotes would be obtained but overall responsibilities and insurance would need to be decided in due course. Clerk to attend working group meeting in this regard.

b) Pay and Display

(i) Approve advertising for ‘expressions of interest’ and, if appropriate, meetings with potential service providers.

**Resolved:** That the working group approach relevant companies to seek confirmation of their interest and ascertain available options to deliver the service.

(ii) Consider options for the future management arrangements for the pay and display car park including any preference in respect of permanent or ‘ad hoc’ car parking attendant presence.

**Resolved:** That members had no preference at this time and would welcome all options from potential providers to be considered in due course.

(iii) Approve consultation with various stakeholders within the town regarding the type of parking regime that they would like to see

Members noted that residents, workers & retailers should be approached.

**Resolved:** That the working group consider the service options to be consulted upon (when these had been ascertained from potential providers) and recommend the form of any consultation to the full council in due course.

**19/20/111** War Memorial - Moved to confidential session (contractual)

**19/20/112** Events Working Group- Update

 Halloween Event - tickets now on sale. Venue - the Memorial Sports Ground. Some payments for items on the evening required payment prior to the event. Clerk to arrange.

 Senior Residents Lunch – Plans well underway. DMBC to organise transport. Letter to be forwarded from the mayor to the Mayflower School to formally invite the School Choir to the event.

 Bawtry Community Awards – Award categories decided.

**19/20/113** Planning Issues.

 a) Applications

**19/02041/FUL** 44 Doncaster Road

Erection of detached dwelling and garage- ***No adverse comment***

**19/02257/FULM & 19/002258/LBCM** Former Bottling Plant. Tickhill Road

Listed Building Consent and Change of Use of site to form swimming pool, play area, cafe, changing rooms, toilets and office, with associated demolition, car parking and external alterations.

**Resolved:** That clarification be sought re: bar and operating times (limited to 10pm) Highways issues re: suitable parking access/egress

Possibility of s106 monies to be raised.

 b) Planning Determinations

**19/01809/FUL** 7 Lancaster Drive

Conversion of existing garage to form living accommodation and alterations to fenestrations***.-Granted***

**19/01796/FUL & 19/01797/LBC** Wharf House Farm Wharf Street

Listed Building Consent for/and change of use of redundant former agricultural barn and outbuildings to residential dwelling.-***Granted***

**19/00956/FUL** 8 Pemberton Grove

Erection of single storey garage***- Granted***

**ES/3793** Barnby Moor gravel extraction application ***-Withdrawn***

**19/20/114** Report on Meetings & Representatives

South Yorkshire Police Liaison Meeting – Noted future recruitment criteria to be limited to PC graduates. PCSO’s to be phased out.

Doncaster Transport User Group Meeting -10th October (No councillor representative this month)

**19/20/115** To Receive Any Additional Correspondence

Post Office – Discussion with local retailer but still at a preliminary stage.

Noted Gainsborough Road Toilet developments.

Reminder of the Remembrance Sunday service – 10th November, Methodist Church.

**19/20/116** Items for Future Agenda and Next Meeting – 12th November

 Grant application – Methodist Church

 Drone signage – MSG

**19/20/117** Public Bodies (Admissions 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.

**19/20/118** Town Centre Working Group

 a) Footpath

 (i) Approve contract arrangements with The Crown Hotel for the footpath alterations

**Resolved**: That Mr. J Cooper be approached to provide a draft contract for the Council to consider. The rent to be £1000 per annum and should increase annually in line with inflation, Any loss of car parking income by Excel/BTC until the restructuring of the footpath was complete to be paid by The Crown together with any additional costs to the footpath works arising from their alterations.

Irwin Mitchell to be instructed to review the lease in due course.

 (ii) Approve the preferred initial term of any lease

 **Resolved:** The preferred term to be 10 years.

(Noted current insurance covered any ‘defective title’ issues if these arose in respect of the footpath works).

**19/20/119** War Memorial Working Group – Consider instruction of a contractor in default.

Noted recent issues with the existing contractor.

 **Resolved:** That Bonser’s be approached in default to undertake the works

There being no further business the meeting ended at 9.45pm.

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

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| **September** |  |  |  |
| Cabins Unlimited | Refund - base | 1630 | -575.00 |
| Greenbarnes Ltd | New Notice boards | 1662 | 2703.52 |
| Timber Joint Ltd | Handyman gloves | 1663 | 24.96 |
| SPF Ironwork | New Hall –toilet repair | 1664 | 384.00 |
| Broxap | New planters | 1665 | 3074.40 |
| Various  | Salaries/allowances- Sept | 1666/71 | 4251.79 |
| HMRC | Tax & NICs- Sept | 1672 | 915.20 |
| E Gosling | Reimburse Halloween tickets  | 1675 | 18.30 |
| Plusnet | New Hall- Broadband | DD | 52.20 |
| Gazprom | New Hall - gas | DD | 51.94 |
| **October** |  |  |  |
| Bawtry Retailers Association | Flag holder - donation | 1673 | 800.00 |
| Bawtry Retailers Association | Christmas event - big wheel | 1674 | 3500.00 |
| The Pension People | Pension contributions -Sept | DD | 207.86 |
| EDF | Mkt Hill electricity | DD | 59.00 |
| EE | Mobile phones inc hall (monthly) | DD | 46.21 |
| DMBC | Market Hill rates (monthly) | DD | 775.00 |
| Today Publications Ltd | Newsletter - Bawtry Today | DD | 114.00 |
| Nottinghamshire County Council  | New Hall cover cleaning | 1676 | 455.93 |
| A Harrison  | Photocopying – residents lunch | 1677 | 7.50 |
| A Harrison | Postages | 1678 | 13.48 |
| North Notts Landscapes  | Removal and install notice boards | 1679 | 1800.00 |
| DMBC | Quarterly waste contract - Hall | 1680 | 181.00 |
| MKS Groundcare Ltd | Grass cutting/weed control  | 1681 | 1261.20 |
| Torchmaster Roofing Ltd | Roof repair - hall | 1682 | 110.00 |
| Torne Valley | Handymen PPE | 1683 | 125.18 |
| Marshalls Garage | Handyman petrol | 1684 | 8.99 |