**MINUTES OF THE MEETING OF BAWTRY TOWN COUNCIL HELD REMOTELY VIA ZOOM ON MONDAY 12th OCTOBER 2020 at 7.00PM**

**Present:** Cllrs: A. Claypole, G Scott, G Budgen, P. Holland. D. Cartwright, D. Kirby,

S. Young. D. Kirkham, I Greer, A Cropley, C. Lukey, J. Linsley.

Mrs. A Harrison – Clerk to the Council

**In Attendance**: Ward Councillor Blake. Mr. W Wilcock (Superfast South Yorkshire), 1 member of the public.

**20/21/068** Receive Apologies and Approve Reasons for Absence

P. Muxlow (unwell)

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

**20/21/069** Receive Declarations of Interest (other than standing interests)

Cllr A. Claypole Item 15a) Planning 20/02373//FUL

Non-pecuniary as applicant known to Cllr Claypole.

**20/21/070** Agree Confidential Items- 8b) P&D Contract 13b) P&D Quote. (Contractual)

**20/21/071** Approval of the Minutes of the Town Council Meeting 14th September 2020

 **Resolved:** That the minutes of the meeting of 14th September 2020 be approved.

**20/21/072** Matters Arising from the Minutes

 20/21/054 Recreation Issues (c) - Public seat now installed with thank you letter to be forwarded.

**20/21/073** 15 Minute Public Discussion Period - No matters raised

**20/21/074** Financial Matters

1. Approve Monthly Accounts

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

b) Approve Bank Reconciliations –31st August 2020

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

c) Budget Monitoring – 31st August 2020

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

 d) Review budget for 2020-21 in light of the pandemic

Members received the revised estimated figures from the Clerk which anticipated significant loss of income from The New Hall and Market Hill Savings in other areas e.g. events and third-party grants could help mitigate losses but that further savings would be required if further local lockdowns came into force.

**20/21/075** Market Hill

1. Traffic Regulation Order (TRO) - –Receive Clerks report and consider inclusion of further terms including electric charging bays, HGV limits, payment options, permits to be made available (inc rates) and revisit ½ hour free period in light of potential enforcement issues.

**Resolved** that the following be included in the TRO:

(i) Electric charging bays (Parking ticket required if utilising)

(ii) HGV limit of 1.5 tonnes

(iii) Contactless and phone payment options available

(iv) Permits to be included with rates as follows:

Business user

£750.00 per annum

Other Scales

1. £750.00 per year for concessionary electronic permit on a six-day basis
2. £620.00/ per year for concessionary electronic permit on a five-day basis
3. £540.00 per year for concessionary electronic permit on a five-day basis Monday to Friday (Term Time Only)
4. £560.00 per year for concessionary electronic permit on a four-day basis
5. £430.00 per year for concessionary electronic permit on a three-day basis
6. £280.00 per year for concessionary electronic permit on a two-day basis
7. £140.00 per year for concessionary electronic permit on a one-day basis

Overnight band

To be included provisionally but at £0.

It was noted that providing there was provision for permits, electric bays etc, fees could be amended in future by giving 28 days-notice and without the need for a new TRO. Members would therefore review the fees periodically.

Noted potential problems with enforcement caused by the ½hr free period previously agreed.

**Resolved**: That due to the complexities of enforcement and additional technology required to operate a free period, a nominal change of 20p would be substituted for the previously agreed free period. This would avoid the need for vehicle registration details to be entered by users.

Retailers would be approached to agree a scheme where the 20p fee would be reimbursed to customers making a purchase from them.

1. P&D contract –Update including YLCA advice- Moved to confidential session.

**20/21/076** Recreation lssues

 Noted recent damage to town entry sign on Gainsborough Road. Clerk had retrieved part of the signage intact. Contractor likely to be able to repair the remainder but a new post be needed and sign re-installed. Clerk to arrange.

Noted that no vehicle details were known to seek costs from the driver who caused the damage. Council insurance could be utilised but it was agreed this would be cost prohibitive considering excess levels and increased premiums if the sign could be repaired.

**20/21/077** New Hall

Noted Annual checks to be undertaken 2nd November and recent repairs required to drains.

(Members to contact the Clerk if they could assist with caretaker cover).

**20/21/078** Ward Member/DMBC Officer

Matters reported included:

* Speed limit consultation underway for Doncaster Road (closing date 5th November). Members encouraged to respond individually.
* Play area funding being sought for toddler equipment.
* South Avenue paths to be repaired
* River Idle bridge graffiti to be removed.
* Sainsbury Entrance plans to improve the entrance now submitted and to be circulated by the Clerk on receipt.

**20/21/079** Consider Publicity for Superfast South Yorkshire- Rural Broadband Voucher Scheme (Attendance William Wilcock)

Members were advised about the rural broadband voucherscheme. Bawtry properties would meet the ‘rural’ and other criteria. The scheme would potentially cover installation costs if groups of neighbours or businesses joined together so costs could be covered by the vouchers. Initially properties would need to register with Openreach (as the service provider) and add those who required the service by providing relevant postcodes to obtain an initial quote. Scheme to be publicised in Bawtry Today.

**20/21/080** Town Centre Strategy Working Group

1. Approve further correspondence to landowner/retailer (Drafts provided)

Noted that it may not be welcomed to seek a sale of the properties so this would be omitted from the draft correspondence. Clerk to amend and arrange delivery.

1. Consider quote for P&D machines and approve purchase of 3 machines- Moved to confidential session
2. Note and consider further Market Hill preparationworks.

 Noted lit signage and revised linings likely to be needed in due course. Retaining the position of planters and dealing with tree roots also to be considered. The working group to seek costs for such items.

**20/21/081** War Memorial/Remembrance Service- Update and consider arrangements for a video service and rededication by Cllr Claypole (as Mayor).

It was reported that plaques had been ordered and library trustees approached re: the planned poppy display.

 Rededication postponed due to the current pandemic

 **Resolved:** That the Remembrance Day service be held at a non-publicised time and day with only 6 people in attendance for a short wreath laying ceremony. The mayor to lay the BTC wreath and a video to be produced/published on social media.

 Other groups to be encouraged to lay wreaths throughout the day (Sunday 8th).

**20/21/082** Planning Issues.

1. Applications

 **20/02359/FUL** 44 Doncaster Road

 Erection of detached dwelling and garage (being resubmission of planning

 application 19/02041/FUL)

***Clerk had provided comments regarding access under delegated powers with highways also having now responded with their requirements for suitable splays.***

**20/02482/FUL** 12 Highfield Road, Bawtry

Extension works involving raising of roof ridge and eaves, rear extension, and room in roof space to detached dwelling, including rendering of external walls.

***No adverse comment***

**20/02373/FUL** 7 Tickhill Road Bawtry

Erection of free-standing car port/canopy

***No adverse comment***

b) Determinations

**20/02355/FUL** 14 Highfield Road Bawtry

Erection of single storey rear extension, and replacement of existing dormer window with new dormer window- **Granted**

**20/01724/COU** 17A The Courtyard High Street. Change of use from class A1/B1 to D1 (Physiotherapy Clinic) facilitated by installation of internal partitions- ***Granted***

**20/01873/FUL** 5 High Meadow. Erection of 2 story side and rear extension and property re-design – ***Granted***

**20/21/082** Report on Meetings & Representatives in Town Board

 Airport Committee Meeting - Problems caused by the pandemic noted and government funding being sought with little success to date.

 Town Board Meeting - Cllr Claypole to attend future meetings in light of no representative attending the recent meeting

 Halloween Trail had been arranged as the usual BTC event was cancelled.

**20/21/083** To Receive Additional Correspondence –Noted meeting being arranged between the Post Office, local MP, and various representatives including Cllr Claypole

**20/21/084** Items for Future Agenda - Members to advise Clerk

**20/21/085** Public Bodies (Admission to Meetings) Act 1960

That in light of the confidential nature of the business to be transacted the press and public was excluded.

**20/21/086** Market Hill

1. P&D contract –Update including YLCA advice

Noted recent legal advice re: Local Government Trade Agreements

Footpath update with contract well underway with around 70% now completed. Completion anticipated within the next 2 weeks and interim payment agreed.

**20/21/087** Town Centre Working Group

1. Consider quote for P&D machines and approve purchase of 3 machines

Concerns noted regarding ongoing costs to maintain “data” and signal strength requirements. Further investigations to be made prior to purchase to seek a reduction in ongoing data and card payment fees if possible.

Matter deferred until the November meeting.

There being no further business the meeting ended at 9.05pm

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

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| **September** |  |  |  |
| Torne Valley  | Handymen PPE | 1893/94 | 171.74 |
| A Harrison | Postages | 1895 | 23.40 |
| Drainflow UK Ltd | New hall –toilet/drainage works | 1896 | 510.00 |
| Various | Salaries- September inc back pay | 1897/01 | 4895.77 |
| Hoe & Moe | Grass cutting hall August | 1902 | 123.63 |
| HMRC | Tax & NICs September | 1903 | 1109.04 |
| **October** |  |  |  |
| The Pension People | Pension contributions -September | DD | 226.29 |
| DMBC | Mkt Hill rates- monthly | DD | 798.00 |
| EDF | Mkt Hill electricity | DD | 41.00 |
| EE | Mobile phones inc hall (monthly) | DD | 54.49 |
| Today Publications Ltd | Newsletter - Bawtry Today  | DD | 114.00 |
| Opus Energy | Hall- electricity  | DD | 266.46 |
| Plusnet | Broadband -hall | DD | 32.40 |
| Anna Richards | Annual domain/web hosting | 1904 | 100.00 |
| Need a Hand Ltd | Allotment water repair/tree branch removal | 1905 | 330.00 |
| Photocast Products Ltd | War memorial plaques | 1906 | 1078.80 |
| Torne Valley | Handyman - brooms | 1907 | 12.00 |
| MKS Groundcare Ltd | Grass cutting /weeding - September | 1908 | 1476.00 |
| Shoosmiths | Legal fees Interim Bill | 1909 | 748.80 |
| RBL Poppy Appeal | Remembrance wreath donation | 1910 | 50.00 |
| Need a Hand | Sign repair | 1911 | 55.00 |
| Marshalls garage | Handymen petrol | 1912 | 2.28 |
| A Harrison | Zoom monthly fee | 1913 | 14.39 |
| J L Tomlinson | Quarterly garage rent | 1914 | 315.00 |
| A Harrison | Reimburse- handymen torch batteries | 1915 | 8.00 |
| Need a Hand | Drain repair | 1916 | 125.00 |
| PKF Littlejohn Ltd | External Audit fee | 1917 | 720.00 |
| Gazprom | Hall -gas | DD | 32.88 |
| HSBC | Bank charges | DD | 12.50 |
| GNE Contracting Ltd | Interim bill- footpath works | 1918 | 13200.00 |