

# Brinsworth Parish Council

## MINUTES OF THE MEETING HELD ON THURSDAY 19 APRIL 2018

Those present :

Chairman : Cllr J Williams

Vice-Chairman : Not Present

Councillors : Cllr R Bowler, Cllr D Dyson, Cllr Mrs M Hughes, Cllr S Ridge, Cllr Mrs M Rollinson, Cllr Mrs K Saxton, Cllr Mrs J Tompkins

Officers : Mrs G Blank

### **2149 Public Question Time (20 minutes)**

There were no members of the public in attendance.

### **2150 Apologies**

Apologies were received from Cllrs Barry, Buckley and Gregory and the reasons given were approved.

### **2151 Declaration of Members' Interests**

The Chairman asked Councillors to make any declarations of interest prior to the relevant item being discussed.

### **2152 Approval of the Minutes of the Meeting Held on :-**

8th March 2018

RESOLVED: That the minutes of the meeting held on the 8th March 2018 are approved as a true and accurate record.

### **2153 To Receive Information on Ongoing Issues and Decide Further Action Where Necessary**

2143 (2132)(2125a) - KidZone - The Clerk informed Councillors that members attending weekly were staying at a steady 22. Active Regen are still using their funding to support the Youth Club. The Clerk has had no response from Brinsworth Academy with regards to volunteers from the 6th Form students.

2144 - St George's Steps (Sunnybank Cres) - The Clerk informed Councillors that she had written to the RMBC Public Rights of Way Officer to request the closure of the steps and read out his response. The Parish Council will wait for the outcome of the residents consultation.

2146 - Staffing - The Clerk reported that all staff were now back at work.

2147 - Millennium Park Tree - The Clerk informed Councillors that residents are asking the attendants when the Parish Council will be replacing the felled tree. Cllr Dyson mentioned the Queen's tree initiative and the Clerk agreed to look into it.

2147 - Alec Nocton Letter - The Clerk reported that she had responded to Mr Nocton and he had agreed to supply the bar for the Village Fete.

### **2154 Community Issues**

a) Police - The Clerk informed Councillors on the actions taken at the recent Police Operation named Operation Duxford.

b) RMBC Ward Councillors - There were no Ward Councillors in attendance

c) Others - Cllr Dyson provided a brief update from the Aughton Early years meeting.

### **2155 Planning**

- To consider RMBC Planning Lists

a) RB2018/0326 - Front porch extension at 6 Willowgarth Avenue - noted

b) RB2018/0360 - Single storey rear extension at 33 Brinsworth Lane - noted

c) RB2018/0387 - Single storey rear extension at 18 Crownhill Road - noted

- d) RB2018/0399 - Demolition of existing conservatory, erection of single storey rear extension & alterations to existing flat roof to form pitched roof at 41 Whitehill Lane - noted
- e) RB2018/0480 - Single storey rear extension at 35 Croft Road - noted
- f) RB2018/0488 - Demolition of existing garage and erection of double garage and workshop at 42 Homestead Drive - noted

- To receive an update on applications previously considered

- a) RB2017/1632 - 206A Brinsworth Lane, Costcutter Bakery area - conversion to 6 retail outlets - granted conditionally - noted
- b) RB2018/0030 - 20 Willowgarth Ave - First floor side extension - granted conditionally - noted
- c) RB2018/0067 - 2 Whitehill Lane - demolition of existing dwelling and erection of new dwelling - granted conditionally - noted
- d) RB2018/0089 - 21 Fullerton Drive - single storey front and side extension - granted conditionally - noted
- e) RB2018/0182 - 29 Hackness Lane - demolition of conservatory and erection of single storey rear extension - noted

## 2156 Reports

Cllr Bowler and Hughes reported on the RMBC run GDPR course they had attended. There is still no accurate steer from anyone on what is expected and implementation is likely to be delayed as the bill has still to be passed by Parliament. There will be a lead in period to enable the Parish Council to become fully compliant as long as they can demonstrate they are making progress. YLCA have announced that they will be offering a DPO (Data Protection Officer) service but the cost is yet to be determined. Councillors discussed the impact on the Parish Council and the Clerk highlighted some potential problem areas. Councillors thought that the Assistant Clerk would be the best person to take on looking at the Data Protection issues as she currently deals with the majority of communications. Councillors discussed whether there was still a requirement for the extension of the Assistant Clerk's hours. Councillors all agreed that they would like to see the Assistant Clerk's role take on more responsibility.

RESOLVED: That the Clerk arrange an appraisal with the Assistant Clerk to look at her current workload and plan for the next 12 months. Councillors felt that the Chairman or Vice Chairman should also attend this meeting.

## 2157 Correspondence

- a) RMBC Electoral Services - Monthly update - noted
- b) YLCA - GDPR Compliance (forwarded) - noted
- c) NALC - Chief Executive's Bulletins (forwarded) - noted
- d) SYP - Joint Working Partnership Newsletter (forwarded) - noted
- e) SYPCC - Newsletter (forwarded) - noted
- f) SYFRA - Newsletter (forwarded) - noted
- g) SYFAB - Funding News (forwarded) - noted
- h) VAR - Bulletin (forwarded) - noted
- i) Bramley Parish Council - Police Statistics - The Clerk read out the email and informed Councillors that she had replied accordingly.
- j) Resident - Fundraising Event 23.06.18 - The Clerk read out the email and discussed the proposal.

RESOLVED: That the fund raising event can go ahead without a room hire charge as long as the donation received will be in excess of the room hire figure.

k) Resident - Installation of Dog Bins - The Clerk informed Councillors that in response to this email she had approached RMBC about providing more Dog Bins around hotspot areas in Brinsworth if the Parish Council are willing to provide the resources to regularly empty them, as yet she hasn't received a response but will follow it up. Councillors agreed that this was a good idea.

l) Resident - link to BBC News re Dog Fouling (forwarded) - The Clerk informed Councillors that this initiative was to provide a plan of dog fouling hotspots for residents, Councillors discussed the issue and agreed to take no further action.

j) Funtime Letters - The Clerk read out 2 letters received from Funtime with regards to the cleanliness of the Pavilion. Councillors discussed the complaints and agreed that the Clerk's suggestion to implement a training action plan was the most appropriate course of action.

k) Any Other Correspondence

1) Yorkshire Children's Trust - request to site a recycling bin on the Parish Council site to raise funds for their charity - Councillors discussed the request and in light of problems in the past with anti-social behaviour around recycling bins it was agreed to decline the request.

RESOLVED: That the Clerk respond to the Charity with a negative response.

2) YLCA - Nomination request for the Branch Chairman and Vice Chairman - noted

## 2158 Resource Centre

a) To receive an update

The electrical drawings for the meeting rooms, concourse and main hall all have been passed onto Cadam.

Kitchen / Bar Layout - The Clerk reported that a meeting with Whiteheads interiors (who have recently completed the Phoenix refit) was arranged for the next day.

CCTV - Councillors discussed the 2 tenders received from SB Security Systems and Direct Link

RESOLVED: That the CCTV contract be awarded to SB Security Systems

AV Layout - The Clerk and Chairman are awaiting another quote after meeting ETCinema installations earlier this week.

Air Conditioning - installation works have now commenced.

Progress has been made with regards to completing the roof.

Windows are ready to be installed once the roof is completed and scaffolding taken down.

Flooring - Cadam have been told by the flooring supplier that due to the size of the hall the flooring we had chosen would need to be glued to the floor and not float on a cushioned underlay as anticipated. As the concrete flooring has now been laid in the hall there is no scope to revert back to the first choice of flooring. Cllr Williams said he would pursue this with the flooring company and Cadam.

The Clerk updated Councillors on the interviews so far and informed them that the final interview would take place the next day. Hopefully the Parish Council will have a Centre Manager / Assistant Manager selected by early next week.

b) To consider and approve any outstanding issues regarding the Centre

The Council needs to approve the internal doors for the Centre but this was not discussed.

c) To consider and approve the recruitment of NON Parish Council representatives to be trustees of Brinsworth Community Trust

Councillors recapped on the conversation at last week's meeting and discussed the best approach to recruiting the non parish Council representatives.

RESOLVED: That an advertisement for the Trustees of Brinsworth Community Trust be created and posted on Facebook and on the Parish Council website. A leaflet drop of the advertisement should also be organised to get the word out to as many residents as possible.

MEETING CLOSED AT 20:35