

Brinsworth Parish Council

MINUTES OF THE ORDINARY MEETING HELD ON THURSDAY 08 JULY 2021

Those present :

Chair : Cllr C L Jones

Vice-Chair : Cllr K L Hollis

Councillors : Cllr A Buckley, Cllr J R Gelder, Cllr P Gregory, Cllr T Hannan, Cllr A Nocton, Cllr S Ridge, Cllr M Rollinson, Cllr J Watson

Non Councillors : Cllr Mrs C Carter, Cllr A Carter

Officers : Mrs G Blank, Mrs J Huddleston

2533 Public Question Time (20 minutes)

There was a member of the public in attendance who had just come to observe the meeting.

2534 Apologies

Apologies have been received from Cllr Chatwyn and the reasons given were approved.

2535 Declaration of Members' Interests

The Chair asked Councillors to express any declarations of interest prior to the relevant item being discussed.

Cllrs Gregory and Nocton raised an issue each which they thought may exclude them from conversations and the Clerk confirmed that there was no need for them to declare this as there is no pecuniary or conflict of interest in either case.

2536 Approval of the Minutes of the Meeting Held on :-

24th June 2021 (Special)

RESOLVED: That the minutes of the meeting held on the 24th June 2021 are approved as a true and accurate record.

2537 To Receive Information on Ongoing Issues and Decide Further Action Where Necessary

There were no ongoing issues to discuss.

2538 Community Issues

- To receive information and make any decisions arising from issues raised, from:-

a) Police - There were no police in attendance.

b) Ward Councillors - Cllr Charlotte Carter was in attendance and delivered a report on behalf of both Brinsworth Ward Councillors:

- The Ward Councillors are currently consulting residents on the ward priorities for the next 3 years.

- A local charity group, Friends of St George's Churchyard, have been in contact to ask for a donation towards a memorial bench and they are to be contacted. The Clerk added that the Parish Council have also been approached for a donation towards the installation of the bench and this would be on a future agenda.

- The Ward Councillors are wanting to work collaboratively with the Parish Council and have invited the Chair, who has attended the last 2 meetings. The Chair was to give feedback under reports.

- The Ward Councillors are aware of the disgraceful state of Grange Lane and are looking into how fines can be enforced going forward.

- The Ward Councillors are disappointed in the delay to the housing refresh project and are putting pressure on the Borough Council to speed this up for the residents of Brinsworth.

- The Ward Councillors want to look at climate change issues and what actions can be taken in Brinsworth. The Clerk informed Cllr Carter that the Parish Council had already started a tree planting scheme and more wild flower planting on its land to help tackle the issues.

Cllr Gregory asked Cllr Carter if she could look at the issue of the appearance of the Costcutter supermarket. The Clerk offered to send Cllr Carter the history so that she could have a better understanding.

c) Others

The Clerk reported that the Parish Council parks were currently experiencing issues of broken glass on a daily basis. The skate park on Millennium appears to be the worse place but glass embedded and covered on the football is now being found. An email to all football teams has been sent to ask them to be vigilant and a message issued on Facebook for residents. The Amenity Attendants will continue their daily inspections and report the situation to the Clerk.

2539 Policies

- To receive and approve the policies making up the Staff Handbook

Prior to the meeting the Deputy Clerk had circulated the documents for Councillors to read and consider. The Deputy Clerk went through each policy and Councillors agreed them. The Deputy Clerk pointed out that the wording on the disciplinary document needed changing on item 22 to say the Parish Council.

RESOLVED: That following the amendment to the disciplinary policy the staff handbook is accepted and approved.

2540 Membership of Sub Committees and working parties

a) To consider and approve terms of reference for the Staffing Committee

The terms of reference for the staffing committee had been circulated prior to the meeting for Councillors to consider.

RESOLVED: That the Staffing Committee terms of reference are approved.

b) To consider and approve terms of reference for the Appeals Committee

The terms of reference for the appeals committee had been circulated prior to the meeting for Councillors to consider.

RESOLVED: That the Appeals Committee terms of reference are approved.

c) To set up a Parish Plan Sub-Committee

d) To consider the terms of reference for the Parish Plan Sub-Committee

The Clerk handed out copies of the previous 10 year Parish Plan and explained that it was good practice for the Parish Council to consult with its residents on a regular basis to establish what its priorities should be. The last time residents were consulted was in 2010 when a 10 year plan was put together based on the results for the following 10 years. This document is now out of date and needs to be reviewed and refreshed.

The Clerk and Chair suggested that Councillors should consider the plan circulated and the

decision to form a sub committee be deferred to the September meeting. This will give the Clerk more time to draft a terms of reference, provide more guidance to Councillors and investigate if there is any funding available to complete the consultation.

RESOLVED: That the Parish Plan agenda items are deferred until the September meeting.

2541 Reports

- To receive reports on any meetings/training attended by Councillors/Officers and consider and approve any action required.

The Chair asked Councillors who had attended the 'Off to a Flying Start Training' if they had any feedback. Everyone who had attended had found the course interesting, useful and pitched at the right level. Councillors who had still not attended a course were encouraged to do so.

The Chair gave feedback from the Ward Councillor meetings:-

Ward Councillors, along with support from RMBC staff, are arranging 3 community litter pick days in September and October 2021, and March 2022. Provisional dates have been set with reserved dates in place in case of inclement weather. Ward Councillors would like the assistance of volunteers from the community to get involved and the Chair encouraged Councillors to take part. The Clerk agreed to share any posters and information with residents through the Council's media channels and offered the use of the Council's supply of litter pickers and hoops for volunteers. The first area to be tackled is the Howarth Estate with future sites to be decided.

The Ward Councillors would like to install more planters in the village and asked the Parish Council to consider taking the liability and upkeep of them on. The Clerk informed Ward Councillors that residents would like to see planters in other areas of the village and not just at the shops on Brinsworth Lane. Cllr Carter said he would be happy to take any suggestions. Due to the financial implications going forward for the Parish Council the Clerk informed Councillors that this would need to be a specific agenda item for discussion.

RESOLVED: That the maintenance and liability of new planters for the village be added to a future agenda for discussion.

Ward Councillors would like to launch a competition for pupils to design more friendly signs for the parks in Brinsworth and asked the Parish Council if they are given the funding will they supply and install them. They explained this had been done at a couple of parks in Aston and the competition had been very well received. The new signs would be to replace the current signs in place so the Clerk said she would investigate whether the byelaws must be displayed in the parks. Due to the financial implications for the Parish Council the Clerk informed Councillors that this would need to be a specific agenda item for discussion.

RESOLVED: That the new signs for Brinsworth Parks is added to a future agenda item for discussion.

2542 Planning

a) To receive RMBC Planning Lists

1) RB2021/0520 - Creation of rooms in roof space with rear dormer windows and rear dormer Juliet balcony at 76 Bonet Lane - noted

2) RB2021/0921 - Single storey extension to create 1 no commercial unit (Class E a/b/c) and 1 no commercial unit (Class E a/b/c) hot food takeaway (Sui Generis) at 115-117 Whitehill Road

RESOLVED: That on the grounds of access issues to the playing fields the Parish Council would object to this development.

- 3) RB2021/1043 - Two storey side & rear extension at 6 Hilltop Close - noted
- 4) RB2021/0922 - Non-material amendment to application RB2020/1578 for alterations to footpath and fencing at Brinsworth Academy - noted
- 5) RB2021/1134 - Erection of domestic outbuilding at 37 Bonet Lane - noted
- 6) RB2021/1202 - Proposed two-storey side and rear extensions at 5 Rothbury Way - noted
- 7) RB2021/1189 - Creation of access ramp at Brinsworth Manor Infant School - noted

b) To receive an update on applications previously considered

- 1) RB2021/0671 - Single storey side extension & pitched room over existing single storey rear extension at 21 Brinsworth Hall Avenue - Granted Conditionally - noted
- 2) RB2021/0681 - Single storey side & rear extension at 66 Bonet Lane - Granted Conditionally - noted
- 3) RB2021/0520 - Creation of rooms in roof space with rear dormer windows and rear dormer Juliet balcony at 76 Bonet Lane - Granted Conditionally - noted

2543 Correspondence

- For decision

- a) Resident's Email - Re Election Day 06.05.21
- b) Resident's Email - Re comments on Social Media

The Chair read out the letters from the resident and asked Councillors how they wished to respond. Councillors discussed the response that should be given.

RESOLVED: That the Clerk responds to the resident as per the instructions of the Parish Council.

- For information

- a) RMBC Neighbourhoods - Brinsworth News Bulletin (forwarded) - noted
- b) SYPTE - Intention to Prepare a Partnership Plan (forwarded) - noted
- c) SYPCC - Blogs (forwarded) - noted
- d) SYFRA - Newsletter (forwarded) - noted
- e) YLCA - White Rose Updates (forwarded) - noted
- f) NALC - Bulletins (forwarded) - noted
- g) VAR - Bulletins (forwarded) - noted
- h) Rural Services Network (forwarded) - noted
- i) Any Other Correspondence
 - 1) YLCA Joint Assembly - noted
 - 2) Community First Yorkshire - noted

MEETING CLOSED 19.30