

ANSTON PARISH COUNCIL

MINUTES OF THE MEETING OF ANSTON PARISH COUNCIL HELD AT THE PARISH HALL, 15A RYTON ROAD, NORTH ANSTON 7:00pm ON MONDAY 20th NOVEMBER 2023.

Present: Councillors- Shaun Concannon (Chair) Clive Jepson, Colin Tawn, Kay Wright, Marie Wilkinson, Drew Tarmey, Jodie Brooks-MacDonald, Diane Graham.

Public: Two

In attendance: Andrew Woodhead (Clerk)

132/1123 QUESTIONS FROM MEMBERS OF THE PUBLIC

Q. Would the Council ensure that agendas for meetings are available via the Councils Web Site please.

A. The Clerk apologised for the current situation noting that a new member of staff was joining the team on the 1st of December and one of the tasks is to bring the website up to date and maintain it.

133/1123 APOLOGIES

To receive and to consider apologies for absence.

RESOLVED: to accept apologies from Councillors Bentley, Ireland and Scholey.

It was stated that like Mr Manship before him, Mr Philip Bowers had not attended a Council meeting for over 6 months and the Clerk was instructed to inform the Borough Council that a casual vacancy has now arisen.

134/1123 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

(a) To receive disclosures by members of any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and any other relevant interests under the Members' Code of Conduct; Cllr Jepson declared an interest in item 144/1123 and would not vote Cllr Tarmey declared an interest in item 139/1123 and would not vote and Cllr Graham in item. 143/1123(c) project number 9.

(b) To receive and decide upon request for dispensations to councillors to take part in discussions and votes where they have declared disclosable pecuniary interests. No requests extra to those noted made.

135/1123 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

To identify agenda items where resolutions may be moved to exclude the press and public, no items.

136/1123 WARD COUNCILLOR REPORT

a)-To receive information from ward members with regard to matters relating to the Parish.

i)-Cllr Tarmey reported that the scheduled work to resurface Quarry Lane has been delayed due to the very wet weather and Borough Council Officers having to assist

with emergency measures elsewhere in the Borough. The project will hopefully start before Christmas. It was asked if this could be delayed if that was the case as Christmas is the business owners' busiest period and work would disrupt that business.

ii)-It was noted that the Parish Council had not been given a copy of the proposed plan. Cllr Tamey stated he would ensure that a copy was sent on to us. It was stated that a live Christmas tree would be planted as part of this work, but the tree would not be here for this year. Borough Councillors have funded a Christmas tree opposite the Shell Petrol Station on the A57.

b) To report matters relating to the Paish to ward members.

i)-It was stated that there were several areas within the Parish where the road surface was very poor and work was required to bring these up to standard. It was asked if Borough Councillors would support efforts to address this.

ii)-There are still issues around Borough Council grounds maintenance and on street litter clearance. It was noted that the Borough Council has accepted that there were issues and measures to address this are now being put in place.

iii)-With reference to a recent network meeting it was noted that Borough Councillors had access to funds to assist with Road Safety, the current allocation for the ward being spent in Woodsetts; It was asked if next year, consideration be given to a pedestrian crossing near to Tesco Express as this road was busy and difficult to cross.

iv)-It was asked if gully cleaning could be undertaken as there was a need for works within the parish. It is understood this work is undertaken on a rotation but the cycle seems too long.

137/1123 MINUTES OF THE LAST MEETING

RESOLVED: That the minutes of Anston Parish Council's Meeting held on Monday the 16th October 2023 are a true and accurate record.

138/1123 MEETING REPORTS

a)-To receive a CAP meeting update

Cllr Tarmey reported that CAP meetings are held six weekly, the last one was poorly attended, ASB levels in the Parish are low, there has been an increase in Burglary in the area, but the levels are very low. The Clerk was asked to find the dates of the next CAP meeting and circulate for information.

b)-To receive an update on the Joint Working Group (JWG) and Network Meeting

i)-Cllr Jepson stated that grounds maintenance had been discussed at the JWG and the actions are currently being undertaken by the Borough Council to address these issues, this was a Borough wide issue. The next meeting of this group will be early in the new year.

ii)-Cllr Jepson stated that Cllrs Wright and Graham together with the Clerk had attended the Network meeting, where we were informed that Borough Councillors had access to funds to make highways safer. Examples of projects were shared.

iii)-An overview of Planning was given. It was noted that the Borough now has three Planning enforcement Officers, increasing from the one they traditionally had, as enforcement was now a bigger issue.

iv)-The Neighbourhood Policing team introduced themselves, noting that the best way to contact them was via the internet.

139/1123 PLANNING APPLICATIONS

a)-To consider validated planning applications

(i)-The following were noted.

RB2023/1287 Alterations, Northern Garage, Houghton Road.

RB2023/1491 Change of use floors one and two, Ethersoft House, Worksop Road.

RB2023/1545 Extension, South View. Quarry Lane

RB2023/1572 Demolition of conservatory and erection of extension 24 Eastwood Avenue.

RB2023/1586 Demolition of existing garage and erection of a two storey side & single storey rear extension 4 Woodland Drive.

(ii)-The following was objected to:

RB2023/1509 Detached Dwelling, 5 Crowgate; the Clerk was instructed to lodge an objection on behalf of the Council.

b)-To receive information on planning decisions.

The following items were noted-

RB2023/1187 Remodelling of Dwelling, 72 Main Street, North Anston.

RB2023/1317 Tree removal 2A High Street, South Anston

c)-To receive information on any appeals.

APP/P4415/c/23/3327653 circulated prior to the meeting- noted.

140/1123 GOVERNANCE REVIEW

RESOLVED: To approve the Risk Assessment reviewed by the Finance Committee on the 1st November 2023.

141/1123 TO RECEIVE UPDATES FROM COUNCIL COMMITTEES

a)-Report from the finance committee

It was stated that the Finance Committee had met on the 1st of November and a working group had been set up to look at the budget. It was noted that the budget will be set at the next finance meeting to be held on the 6th December in order to go to full Council on the 18th.

b)-Report from the staffing committee

It was stated that three people had been interviewed for the post of Part time Administrative Assistant. The successful candidate would be starting in post on the 1st December.

c)-Report from the amenities committee

It was agreed that the first meeting of the amenities committee would take place at 6:00pm in the Parish Hall on Monday the 4th December which would in the first instance be budget focused, all Councillors were invited to attend.

142/1123 SEALING OF DOCUMENTS

To authorise the sealing of grants of exclusive right of burial. No documents this meeting.

143/1123 CLERKS UPDATE

a)-The Clerk presented an update paper to the meeting- Noted (Appendix item 1)

b)-To consider Woodland Creation on part of Rackford Meadow- Recorded Vote, against one, abstain one, for the proposal six.

(i) **RESOLVED:** To accept option one- To progress the Woodland extension project to the next stage and bring it back to Council.

(ii) The Council instructed the Clerk to ascertain the amount and time period of the management costs associated with this project.

c)-To consider the adoption of the Anston Parish Council Project Plan 2023-24

RESOLVED: to adopt the November 2023 Anston Parish Council Project Plan (This is not attached as an appended item, it will be available on the Council's website).

d)-CiLCA Training

The Clerk stated that it had been difficult fitting this work in, however 8 projects had been sent into the mentor and all had come back, these now required updating ready for submission.

e)-List of electrical items for disposal

RESOLVED: that the following items be properly disposed of D-fib Cardiac Science with case, no battery pack, manufactured in 2013 now obsolete; Hitachi radio, failed PAT test; Breville kettle, failed PAT test: Orange Cable (Several meters of) Removed form disposed of old floor buffing machine.

f)-To consider Policy with regards to Ivy

RESLOVED: To adopt the Policy regarding Ivy (Appendix item 2).

144/1123 CORRESPONDENCE

Correspondence had been circulated prior to the meeting from a resident requesting the removal of bushes by the side of a private property and the cutting at the roots and killing of ivy growing from Council land on the same property. Recorded vote, two abstain, two against, four in favour.

RESOLVED: that the Council remove the bushes and cut and kill the roots of the ivy. The Clerk to send detail the Council Solicitor to ensure legality of situation.

145/1123 PARISH MATTERS

a)-To consider the formation of Bike/Pump Track Working Group (Appendix item 3)

(i) **RESOLVED:** to establish a Bike/Pump Track using the work group terms of reference and invite interested parties to join the group. The Clerk was instructed to take the matter to Dinnington Town Council.

(ii) RESLOVED: To thank Mrs Sandra Wallhead for her many years of work on this project and accept her kind donation of £200 which will be earmarked in the Councils Accounts.

b)-To consider the options for the Hill Crest Portacabin.

Item deferred.

c)-To consider the formation of the Anston War Memorial Group (appendix item 4)

RESOLVED: To approve Option one, That the Council request the Clerk of the Council to start the process to form an Anston War Memorial Committee; made up of interested parties and serviced by the Parish Council; in order to ascertain the current condition of the War Memorial, seek quotes and costs to be used to apply for external funding bids and that Anston Parish Council offer an initial sum of money to start the process. That the Council offer to host and account for all funding and oversee the project in Partnership with other bodies and individuals in order to restore the War Memorial and safeguard it for future generations.

d)- Update from Cemetery working group and recommendations.

It was stated that the working group had concluded that this project was last seriously considered back in 2018 and that although the possible sites and issues were well understood costs in the region of £30,000 would be considered for ground testing.

It was advised that further to any other consideration a proper public consultation needed to take place. If this project fails to gain public support, it should not be progressed- Noted.

146/1123 ITEMS FOR THE AGENDA OF THE NEXT MEETING

To agree on items to be included on the agenda of the next ordinary meeting of the Council, including from the Governance Review Schedule:

- a) Council Budget 2024-2025
 - b) Asset Register
- And extra to this-
- c) To consider an allowance for Parish Councillors
 - d) Bowling Pavilion- Funding options
 - e) Business continuity planning
 - f) A standing agenda item on update on Parish Plan Projects

147/1123 MEETING DATE

The next meeting of full Council will take place at 7:00pm in the Parish Hall on Monday the 18th December 2023.

The meeting closed at 9:20

21/11/21

Appendix item 1 143/1123(a)

Clerks update

Old Library

Old Library funding, information states that applicants will be contacted 2 to 3 months after closing date of that round. Our closing date was 11th October, 2 months after closing date is Monday 11th December, 3 months is Thursday 11th January.

No details of when the next round to this fund opens are available at this time.

Anston Stones Wood

On Friday I attended a meeting with Liam Plummer of the Woodland Trust, I had asked him a series of questions about the wood and our management of it. I had sent a copy of the Management Plan that the Council has adopted and I explained that I really needed the information in a form that was easier to follow, that I could simply pass to others to action.

He has recommended that the plan we have is sufficient, but needs minor amendments so it can be transferred onto a forestry commission template, this will allow other agencies to view the information in a format that is useful to them and should be able to be used to bring in free help or funding for certain elements relating to the management. The plan will cover a 10 year period. I gave him permission to talk directly to the person we contracted to undertake and update the plan.

He was very impressed with the Woodland and he praised the Hazel Coppice work our team had undertaken. He did advise on felling some of the timber, noting that the Beach trees by the A57 hillside should be felled so as to slow the water run-off from the A57 as it was causing damage.

He was of the opinion that in some area around the packhorse style bridge works could be done to ease bank erosion and that further downstream where the river meanders more, informal flood plaining would not be detrimental. For the most part he stated that fallen trees should be left on site, the type of site would probably render the cost of extraction more than the value of the timber, but we can look at this in more detail later.

Training Day YLCA Developing your skills Talking Tables

Kay and I attended a days training session Friday the 10th November, setting off early in the morning to get to The Bridge Hotel, Walshford near Wetherby. I took some notes and I have a number of handouts. I attended the discussions on-

- Finance, Budgeting and Year End
- Making Council planning responses meaningful
- Climate Change
- Social Media & Communications
- Holding better meetings

Natural Flood Management

Anston is at the head of the River Ryton Water catchment area, and I have been invited to attend a Natural Flood Management workshop with partners at Ranby on Thursday 23rd November.

Appendix item 2 143/1123(f)

Paper to Council

Grounds Maintenance

Anston Parish Council Policy with regards to Ivy

November 2023

Summary

Where Ivy originating on Council land is growing up private property the Council will cut and kill the Ivy roots.

Where Ivy originating on Council land is growing up private property the Council will grant permission for the ivy to be cut at the roots.

Background

Anston Parish Council owns and looks after sizable amounts of land, in some areas the land is next to or abuts private property. In a few instances Ivy is rooted in the Councils land and is growing up and on private property. Following several instances where we have had to remove Ivy, this Policy sets out the Councils position on the subject and gives the rationale for the approach adopted.

Legal

When undertaking work on ivy we must check that there are no birds nesting, as it is an offence under the Wildlife & Countryside Act 1981 to damage or destroy the nest of any wild bird while it is in use or being built. The bird nesting season is usually considered to run March to August (though it may last longer for certain species or multiple broods so we must always check if in doubt).

Ivy on trees that belong to the Council

Much maligned, ivy is often accused of strangling trees on which it grows. The reality is often less sinister, and ivy provides shelter for many forms of wildlife.

On most trees that are in sound health, ivy can be allowed to grow on the trunk without concern for the tree's health or vigour. Ivy is not a parasite like mistletoe and does not penetrate a tree's bark or roots; the short, root-like growths which form along climbing stems are for support only. Its own root system below ground supplies it with water and nutrients and is unlikely to be strongly competitive with the trees on which it is growing. It is also found mainly on established or mature trees where, unlike young trees, some competition can be tolerated.

Ivy has much wildlife value, as ground cover in woodland, ivy greatly lessens the effect of frost, enabling birds and woodland creatures to forage in leaf litter during bitter cold spells. Growing on trees, it provides hiding, roosting, hibernating and nesting places for various animals, birds and insects (including butterflies), particularly during the winter months and in areas where there are few other evergreens. The arboreal form is also an invaluable late nectar source for many pollinating insects.

Where Ivy is growing on trees belonging to the Council it will, if not a danger be left in situation. Where Ivy has grown excessively on a tree increasing wind loading significantly, if in a readily accessible public space the ivy will be cut and left or cut and removed dependant on expert advice.

Ivy on buildings, walls and fences not belonging to the Council.

Ivy-clad buildings can be attractive however, the ability of ivy (*Hedera*) to self-cling and grow rapidly can make it nuisance, It can lift roof tiles and pull at guttering, which could all cause an injury. And although it doesn't grow directly into walls, it can grow into cracks and crevices that are already there and end up damaging it further. Damage caused by ivy is generally not covered by a property owner's insurance policy. If a property is left for ivy to cover damage can be caused by this invasive plant. If the roots of the Ivy are on Council property the Council will remove cut the Ivy at the roots and remove or kill the roots. It will not remove any ivy already on any property. The Council will grant permission for members of the public to cut Ivy at the roots that originates on Council land.

Rational

The Council accepts that Ivy is good for wildlife, but given the damage it can caused to buildings, walls and fences; where Ivy grows from Council land up private property the Council will cut and kill the roots, and will grant permission for Ivy originating on Council land to be cut at the roots and the roots be killed.

Objective

That the Council isn't found liable for expensive repairs to private property. Including walls and fences, due to Ivy infestation, as part of the Councils risk management.

End

07/11/23

Appendix item 3 145/1123(a)

Pump Bike Track Working Group

Terms of Reference

Purpose

The purpose of the Pump Bike Track Working Group is to provide recommendations of actions required in order for the Council to add to and improve the play provision for residents of Anston and the area, balanced with obtaining best value for money for the Council's budget, both now and into the future.

The Pump Bike Track Working Group (PBTWG) will:

- Share a range of ideas, views, values and aspirations for a Pump Bike Track.
- Provide feedback and recommendations for preparation of the draft concept designs.
- Assist the Council and partners to identify sites within or adjacent to Anston.
- Assist in identifying possible costs and funding streams.
- Assist in identifying Contractor to better understand community issues.
- And to identify concerns and opportunities.

Aims and objectives.

The PBTWG will evaluate all proposed sites schemes and layouts in terms of value for money, suitability for a designated area, and the level of estimated 'play value' achieved.

The PBTWG will evaluate all proposed surfacing options considering local knowledge of the area,

suitability and value for money.

The PBTWG will consider and report on the viability of the proposed projects, and will make recommendations to the Parish Council to assist it in making an informed decision.

The PBTWG will report to the Parish Council as and when required at their regular monthly meetings, and the Chairman will make all written materials available upon request.

Areas of responsibility

- To Plan and hold community information sessions as necessary.
- Pump Track Vendor review and recommendation for selection.
- Communication and awareness of the Pump Track Project.
- To make recommendations to the for Council approval.

Membership Constitution:

The PBTWG will be made up of up to four Councillors from, Anston and up to four Councillors from Dinnington and up to 6 members of public.

The Working Group will appoint from within itself a Chairman and will operate under formal standing order procedures regarding meetings and conduct. The PBTWG may fill vacancies and add members as necessary to carry out the Group's purpose and objectives.

The PBTWG will comply with and have due regard to all relevant Council Policies and guidance.

Quorum

For a PBTWG meeting to be quorate, there must be at least two councillors present and one members

of public. Membership will also be open to and offered to Dinnington Town Councillors and Dinnington residents.

November 2023

Appendix item 4 145/1123(c)

Anston Parish Council- Report to Council

Theme- Public realm, Anston War Memorial

Background

Anston war memorial was built as a lychgate to the Parish Church in 1920, paid for by public subscription for a period of time prior to 2020 the memorial appeared on the Parish Councils asset register, at which point it was removed as the Council had no proof of ownership.

The War memorial requires work to safeguard its long-term future, there are several ways this could be undertaken and alternative proposals to this paper and the options offered are encouraged.

Issues identified

The war memorial is now over 100 years old, it is the only war memorial in the Parish and has the names of the fallen in both world wars. The level of repair is reasonable; However after 100 years the memorial now needs substantial funds spending on it to ensure it is safeguarded for the next 100 years. It is unreasonable that the whole cost for the memorial fall on the Parish Council, and external funding should be considered with a contribution towards the works from both Parish and Borough Council and if possible a token contribution from the Church.

Proposal

To form an informal group made up of representatives from the Parish Council, the Borough Council, the Parish Church and any other interested community group, member of the public or business representative. Serviced by the Clerk of the Parish Council in the first instance; in order to ascertain costs for repairs and renovations and then to identify and apply for funding.

Rational

The War memorial was built by subscription by those closest to the event, we should accept that this was the tribute the people of the time felt was required, and in our remembrance of the occasion we should honour those who gave their lives and respect the will of those most closely affected by the circumstances of the time and accept our responsibility to ensure we safeguard this for future generations and accept that this is a part of our history that we need to keep and maintain.

The Council is the body with the power to undertake this project, given the history, the origination and the public sentiment regarding war memorials it would be pertinent to approach this as a partnership project hosted by the Council. If successful, the committee can become independent if that was felt to be beneficial.

Financial implications

The Parish Council should identify funds within its budget to start a War Memorial fund, this will be the Councils contribution, external funds will be applied for to undertake restoration works, and contributions will be asked of other parties, public, private and business donations will be welcomed.

Options

Option 1 That the Council request the Clerk of the Council to start the process to form an Anston War Memorial Committee; made up of interested parties and serviced by the Parish Council; in order to ascertain the current condition of the War Memorial, seek quotes and costs to be used to apply for external funding bids and that Anston Parish Council offer an initial sum of money to start the process. That the Council offer to host and account for all funding and oversee the project in Partnership with other bodies and individuals in order to restore the War Memorial and safeguard it for future generations.

Option 2 That the Council seek external funding and with a modest contribution of its own undertake any works required to ensure the War Memorial is safeguarded.

Option 3 To accept that the War Memorial is in need of renovation, that this is a major project and that more work on the subject be undertaken and brought back to the Council.

Option 4 To do nothing.

Options considered.

Accepting that there are many possibilities to reach the desired outcome of this project, This paper has been written to start a conversation and offer a few solutions.

Option 1 Would ensure that the project was undertaken as a partnership with interested organisations, businesses, community representatives and interested individuals. It is suspected that this approach would be very similar to the original group that built the Lychgate.

Option 2 The Council taking ownership, overseeing the whole project will make the project easier to manage and will also speed the process as the Council can make and implement all decisions; This would not be within the spirit of what is required for this type of project, where partnership and public participation should be encouraged to ensure that the community has ownership of the War Memorial.

Option 3 This is a potentially very large project, the materials used, the level of skill and workmanship required is very specialised and will be very expensive; this option is offered to give this more consideration, this could however be one of the first considerations of a group formed for the purpose.

Option 4 The War Memorial would continue to deteriorate which will require more money to repair.

Recommended Option

Option 1 That the Council request the Clerk of the Council to start the process to form an Anston War Memorial Committee; made up of interested parties and serviced by the Parish Council; in order to ascertain the current condition of the War Memorial, seek quotes and costs to be used to apply for external funding bids, and that Anston Parish Council offer an initial sum of money to start the process. That the Council offer to host and account for all funding and oversee the project in Partnership with other bodies and individuals in order to restore the War Memorial and safeguard it for future generations.

Accepting that if required the group can become independent of the Council is this was to the benefit of seeing the project reach a successful conclusion.

End of report

Should you have any questions regarding this report please feel free to contact me, Monday to Friday during normal office hours (I tend to leave at 4:30 pm) Or simply call into the Office, call first just to make sure I'm free.

Andrew Woodhead
Clerk to the Council
25/07/2023

Powers

War Memorial (Local Authorities' Powers) Act 1923, Sections 1 and 3

Local Government Act 1948, section 133.

'The 1923 Act empowers a local Council to incur reasonable expenditure in maintain, repairing or protecting any war memorial situated within its area; and in that connection it is not essential that the war memorial is vested in the Council.'