

**MEETING OF HATFIELD TOWN COUNCIL**      **Monday 14<sup>th</sup> October 2019**  
**Held at the Council Offices, Cuckoo Lane, Hatfield**

**Members Present**

T Gibbs (Town Mayor)

D Fiennes-Gregory  
J Brown  
M Glynn  
W Morrison  
Mrs D Smith  
M Broadhurst

Mrs P Sanderson  
Ms V Moate  
Mrs J Credland  
Mrs M Smith  
Mrs A Rutherford

Also present:  
Mrs C McRoy, Town Clerk

Health & Safety Brief was delivered

**70 MATTERS RAISED BY MEMBERS OF THE PUBLIC (IF ANY)**

None

**71 WARD MEMBERS UPDATE**

None present

**72 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillor Anderson and Councillor L Curran.

**73 TO RECEIVE ANY DECLARATIONS OF INTEREST NOT ALREADY DECLARED UNDER THE TOWN COUNCILS CODE OF CONDUCT OR MEMBERS' REGISTER OF DISCLOSABLE PECUNIARY INTERESTS**

None were received

**74 TO CONFIRM MINUTES OF THE TOWN COUNCIL MEETING HELD ON MONDAY 8<sup>th</sup> July and 9<sup>th</sup> SEPTEMBER 2019 AS A TRUE RECORD**

**a Resolved:** The minutes of the Town Council meeting held on Monday 8<sup>th</sup> July 2019 were approved as a true and correct record and signed by the Town Mayor.

**b Resolved:** The minutes of the Town Council meeting held on Monday 9<sup>th</sup> September 2019 were approved as a true and correct record and signed by the Town Mayor.

**75 TO RECEIVE INFORMATION FROM THE TOWN CLERK ON THE FOLLOWING ONGOING ISSUES AND DECIDE FURTHER ACTION WHERE NECESSARY:**

- a Staffing levels- update** The Town Clerk informed members that an appointment had been made for the vacant post of Cemetery and Sites Assistant, start date to be confirmed, likely to be mid-November.
- b Christmas Lights update-** the Clerk informed members that due to the condition of most of the columns where she had been trying to provide solar trees there would only be a minimal amount this year.
- c Potential uses of Section 106 funding from Unity Project-** the Clerk asked whether members had any suggestions for the use of the substantial amount of funding which this project would bring to the area. A few suggestions were made including to bring the item back to future agendas.
- d Remembrance Day Arrangements 2019-** the Clerk confirmed that unfortunately the Remembrance Committee meeting had not been quorate. However, she had met with the representatives from St. Lawrence Church and Hatfield Band and arrangements had been discussed and would remain as in previous years.
- e Town Council byelaws –** there was a discussion about dogs on Council recreation grounds.  
**Resolved:** That signage be erected requesting owners to put dogs on leads on recreation grounds.  
**Further Resolved:** that the Clerk look into including drones in Byelaw 18
- f Gilliat land further information-** the Clerk informed Members that she had been unable to do any further work on this issue recently so would put it on the next agenda.
- g Completion of external audit for 2018-19-** the Clerk notified members that the external audit for the 2018-19 financial year was completed by the deadline, and had one except for matter which related to the order in which the annual return parts 1 and 2 had been approved at the June council meeting.  
**Resolved:** noted
- h Consecration of Hatfield Cemetery- update** There was a discussion about how much of the Cemetery should be consecrated.  
**Resolved:** The whole Cemetery be consecrated.



- i **Request for maintenance of closed churchyard- update** The Clerk reminded members that they needed to consider whether the Town Council would take on this responsibility or pass it up to the unitary authority instead.

**Resolved:** That the Town Council take on the responsibility for maintenance of the closed churchyard at Hatfield St Lawrence Church once the grounds are up to the required standard.

- j **Notification of insurance claim (Part B)**
- k **Requests for use of Jubilee Fields (Part B)**

**76 TO CONFIRM THE MINUTES OF THE FOLLOWING MEETINGS AS A TRUE AND CORRECT RECORD**

- a **Personnel Committee meeting held on Monday 23<sup>rd</sup> September 2019**

**Resolved:** that the minutes of the Personnel Committee meeting held on Monday 23<sup>rd</sup> September 2019 were approved and signed as a true record by the Town Mayor Councillor Gibbs.

- b **Policy and Resources Committee meeting held on Monday 7<sup>th</sup> October 2019**

**Resolved:** that the minutes of the Policy and Resources Committee meeting held on 7<sup>th</sup> October 2019 were approved and signed as a true record by the Town Mayor Councillor Gibbs.

**77 To approve the recommendations of the following Committees**

**Resolved:** that the recommendation of the Policy and Resources Committee meeting held on 7<sup>th</sup> October 2019 be considered further at the next meeting of the Council.

**78 PLANNING CONSULTATIONS**

- a **Planning Applications – Received (no observations)**

**Resolved:** The Town Council has no observations in respect to the following planning applications:-

**7.1 19/02075/FUL-** Erection of substation, Land off Doncaster Road, Hatfield

**7.2 19/02171/OUT-** Erection of two detached dwellings and associated works, Land Rear Of Hillcrest/No 12 Lings Lane, Hatfield

- b **Planning Applications – Received (observations)**  
None

## 79 MATTERS RAISED BY COUNCILLORS

- a To consider purchasing land for sale at Lindholme- Councillor M Smith-** There was a discussion about the potential of purchasing land for use as a recreation ground. More information to be sought on land already for sale by the Ministry of Defence.
- b To discuss DMBC communication and consultation- Councillor Morrison-** dissatisfaction with DMBC communication with the Town Council was expressed, using the examples of Ingram car park closure and blocking of pavement not being notified to the Town Council. It was suggested that a letter be drafted.
- c To confirm terms of Christmas lights contract- Councillor Rutherford-** the Clerk confirmed that the Council is in the last year of a 3 year contract with Blachere, and that there will not be a charge to the Council for any planned additions that cannot be implemented as a result of the change in electric supply regulations for lamp columns.
- d To discuss the recent use of Section 106 funding in Hatfield Town Council area- Councillor Rutherford** there was a discussion about Section 106 funding being used at Quarry Park. The Clerk offered to find out more information for the next meeting.

## 80 FINANCIAL MATTERS

- a Approve Attached Monthly Accounts for Payment**

**Resolved:** that payment of the following accounts be made.

### ACCOUNTS - Invoices in respect of 2019/2020

Cheque No.

7501	Arco Limited-drip tray	£23.35
7502	M&C Elliot- gravedigging August/September	£840.00
7503	Goole Training- PA6 course 30 Oct- JR	£276.00
7504	J F Cheesman- mulching mower	£1330.06
7505	PKF Littlejohn LLP- external audit fee 2018-19	£720.00
7506	SYPA – Pension Contributions – Oct 2019	£915.15
7507	Yorkshire LCA- 3 places at Annual Conference- PS, VM & CM	£360.00
7508	Screwfix (Trade UK)- spraying PPE- JR	£34.98
7509	Doncaster MBC- trade waste collection Oct-Dec 2019	£795.00
7510	Kev Tyas- Cobra wheeled trimmer	£350.00
7511	Martek Healthcare- 2 defibrillators and cabinets	£4,165.20



DBC	Inland Revenue – Tax and NI – Oct 2019	£597.39
DBC	Staff Salaries- Oct 2019	£2966.42
DBC	R Cheesman- Cemetery grass cutting September 2019	£700.00
DBC	J Ruddick-	£100.00
DC	NALC Annual Conference place 2019- Cllr Rutherford	£310.76
DC	Booking.com- accommodation for NALC Annual Conference 2019- Cllr Rutherford	£173.76
DD	SSE- electricity- Cemetery July 19	£22.65
DD	SSE- Gas- Council Offices gas 31/05-23/08/19	£41.90
DD	SSE- electricity Jubilee Park June-Sept 2019	£150.42
DD	Daisy Communications – Sept- Phones & Broadband	£96.59
DD	Daisy Communications – Sept – Mobiles	£41.93
DD	Intuit- Quickbooks monthly fee- Sept 19	£32.40
DD	Fleet one Fuel- 7-9/8/19	£163.06
PC	Window cleaner 17/9/19	£10.00
	<b>Total</b>	<b>15217.20</b>

- b FINANCIAL REPORT** - the Town Clerk had provided a report on actual expenditure against budgeted so far in the financial year. She gave members a summary of points of note, in particular the expenditure so far on grant funding, and members' questions were answered.

**81 TO CONSIDER THE FOLLOWING NEW CORRESPONDENCE RECEIVED AND DECIDE ACTION WHERE NECESSARY:**

- a Notification of Temporary Closure Order, Kirton Lane**  
**Resolved:** Noted

- b Email regarding incident on Jubilee Park-** the Clerk notified members of a serious incident when a member of the public was attacked by motorbike riders. He asked the Council to consider fencing all around the park perimeter.  
**Resolved:** Clerk to investigate installation of CCTV on Jubilee Park

- c Email from YLCA regarding Redmond Review on town and parish council audit.** Information on this had been circulated with agendas and the Clerk asked if the Council wished to make any comments.

- d Email regarding revaluation of non-domestic rates in 2021-** the Clerk explained that correspondence had been received regarding a Government review of Cemetery business rates and several questions needed to be answered.  
**Resolved:** Noted

- e **Letter regarding Church Christmas Tree Festival 2019-** the Clerk informed members that an enquiry had been received as to whether the Council wished to participate again this year.  
**Resolved:** To donate £25.00 for the Town Council sponsorship of a memory tree as in previous years.
- 82 **To receive items for inclusion on the next Council meeting agenda**  
The following items are to be included: Cemetery House, bus service issues, rolling programme for defibrillators, clarity on cycle track.
- 83 **Councillors Surgery Update – Saturday 12<sup>th</sup> October 2019** Councillors Fiennes-Gregory and Morrison advised that noone attended. Councillors Sanderson and Morrison will attend the surgery on 9<sup>th</sup> November 2019 at the Council Offices between 10.30 and 11.30am.

Signed .....



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(Town Mayor)

Date Monday 11<sup>th</sup> November 2019

#### **EXCLUSION OF THE PUBLIC AND PRESS**

**Resolved:** that the public and press be excluded from the remaining proceedings of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960.