

**MEETING OF HATFIELD TOWN COUNCIL Monday 12<sup>th</sup> April 2021**  
**Held online using the Zoom platform**

**Members Present**

Councillor T Gibbs (Town Mayor) in the chair

D Fiennes-Gregory

B Morrison

L Curran

M Smith

D Smith

V Moate

M Broadhurst

A Rutherford

**Also present:**

C McRoy, Town Clerk

H Graham, Assistant Clerk

2 members of the public and 1 member of the press

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

One member of the public wished to report back to the council following a successful community litter pick weekend and inform the Council of other issues on the lanes in Hatfield.. Another member of the public wished to bring the attention of fires on The Oval allotments site to the Council's attention.

**251.1 TO RECEIVE APOLOGIES FOR ABSENCE**

**Apologies** were received from Councillors Brown, Glynn, and Anderson

**251.2 TO CONSIDER APPROVAL OF REASONS FOR ABSENCE**

**RESOLVED:** Reason for absence were given and approved for Councillors Brown and Anderson

**252. TO RECEIVE ANY DECLARATIONS OF INTEREST NOT ALREADY DECLARED UNDER THE TOWN COUNCIL'S CODE OF CONDUCT OR MEMBERS' REGISTER OF DISCLOSABLE PECUNIARY INTERESTS**

Councillor Curran declared an interest in item 7 (Planning applications).

**253. TO CONFIRM MINUTES OF THE TOWN COUNCIL MEETING HELD ON MONDAY 8<sup>th</sup> March 2021**

**Resolved:** the minutes of the Town Council Meeting held on Monday 8<sup>th</sup> March 2021 were approved as a true and correct record, to be signed by the Town Mayor.

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

**254.1 To consider** amending the Town Council's recreation ground byelaws to specify dogs must be kept on leads at all times- update. The Clerk explained the necessary process to Council and explained that enforcement of the suggested change should be considered by Council as there was

no capacity for the existing staff team to do this.

**RESOLVED:** Clerk to proceed with the legal process to add a new Town Council byelaw prohibiting dogs being off leads on Town Council recreation grounds.

**254.2 To receive** information about the current situation regarding virtual Council meetings after 7<sup>th</sup> May 2021. The Clerk updated members regarding the end of the Covid-related legislation and the imminent court case to challenge the legality of future online meetings.

**254.3 To consider** moving the date of the June 2021 Town Council meeting back by a week to facilitate a face to face meeting. The Clerk explained that it may be unlawful to hold a face to face meeting before the 21<sup>st</sup> of June due to the rule of no more than 2 households mixing indoors and the limit of 6 people.

**RESOLVED:** To move the June meeting to Monday 21<sup>st</sup> of June 2021

**254.4 To review** the Town Council's Risk Management Framework. The Council discussed the document and the Clerk explained about the changes to expenditure document verifications that had been made during the Covid period.

**RESOLVED:** Council approved the Risk Management Framework, to be reviewed again in March 2022

**254.5 To receive** and consider quotes for repair works to Jubilee Park car park. The Clerk explained the problem of potholes and the differing areas covered by the quotes.

**RESOLVED:** Clerk to ask contractors to re-quote for the re-surfacing of the whole car park.

**254.6 To receive** and consider quotes for UPVC windows at Cemetery workshop. Quotes were considered.

**RESOLVED:** To proceed with quote B if the specification of the glass can be verified to ensure it is British Standard compliant.

**254.7 To consider** future payment of the Council's water bills by direct debit. The Clerk explained that all the Council's other utility bills are now paid by direct debit, and asked for permission to do the same for the water bills.

**RESOLVED:** Clerk to arrange payment of future water bills by direct debit.

**254.8 New Council website** and email addresses- update. The Clerk informed members that the new email system would be live imminently

**254.9 Provision of new benches and bins** by Town Council- update. The Clerk informed members that 9 new benches were now in place and that she was awaiting final permissions and clarification on installation for those on DMBC and private land.

**254.10 To consider a report** regarding the Council's trustee function. The Clerk referred to the report circulated with agendas, and expressed her concerns at the way the trustee function of the Council was set up and

was not providing sufficient openness and transparency. She reassured members that this would not affect the Miners Welfare User Group meetings as they were separate to the Trustee body. Questions were asked regarding the impact on the Charity's status, and the Clerk informed members she would look into the issue further and report back at a later date.

**254.11 To consider applications** received under Town Council grant scheme 2021-22 (Part B). This item was discussed later in the meeting.

**254.12 To receive information** regarding Council vacancy. The Clerk informed members that one member may have hit the 6-month rule of disqualification due to non-attendance. She informed members that as this was close to an election no action was necessary to fill the vacancy.

**254.13 To receive information** regarding ongoing improvements in the Peace Garden. The Clerk explained to members about the staff project being carried out to improve the Peace garden, including replacement of benches, additional planting and a central tiered planter.

**254.14** Proposed new play equipment York Road Recreation ground- update. The Clerk informed members that unfortunately the third quote had not yet arrived, and that she had contacted a 4<sup>th</sup> company to provide a quote.  
**RESOLVED:** To hold an extraordinary meeting to consider the quotes once 3 are received.

**255. To confirm** the minutes of the following Committee meetings as a true and correct record.

None

**256 To approve** the recommendations of the following Committees:

None

**257. Planning Consultations**  
**COUNCILLOR CURRAN LEFT THE MEETING**

**RESOLVED:** the Council had no comments on the following applications:

**257.1 21/00279/FULM** Erection of 56 Natural Pair breeding pens, 78 Imprint breeding pens, 1No. Holding/Food Preparation Room, 1 No. Storage building, 1No. Incubation/Rearing Room, 1 No. Office/Monitoring Room and 5 No. Flight Pens including trap rooms in connection with a falconry breeding business. Tithe House Farm, High Levels Bank, Thorne

**257.2 21/00563/FUL** Erection of detached store/carport with storage in roof space following demolition of existing garage. 27 Manor Road, Hatfield

**257.4 21/00566/FUL** Erection of single storey side extension following demolition of existing garage and rear conservatory. 2 White House Cottage Main Street, Hatfield Woodhouse

**257.7 21/00732/FUL** Erection of an extension to existing agricultural building, and erection of a general purpose agricultural storage building. Stonehill Farm Epworth Road, Hatfield

**RESOLVED:** The Council made comments on the following applications

**257.3 21/00639/FUL** Proposed erection of dwelling. Land East of Mosscroft Lane, Hatfield. **Comment-** public right of way not to be affected by the development.

**257.5 21/00500/OUTA** Outline planning application for the demolition of an existing bungalow and associated buildings/structures and all hardstanding and erection of up to 2,900,000 sq. ft of employment space (Class E(g), B2 and B8 uses) with all matters reserved apart from access. Bradholme Farm, High Levels Bank, Thorne. **Object-** Council is concerned about an increased flood risk as a result of the development.

**257.6 20/03141/FUL** Construction of seven additional travelling showpeople plots including infilling of small pond within existing Showman's Guild site. Land Off Mosscroft Lane, Hatfield. **Object-** over-intensive use of the site. Pond area was supposed to be open to the public.

**257.8 21/00854/FUL** Erection of single storey front extension, two storey side/rear extension to the north and east and single storey side extension to the south side as well as external rendered finish with some timber cladding. Havercroft, Bawtry Road, Hatfield Woodhouse. **Object-** proposed property is higher than the original.

**257.9 21/00779/FUL** Change of use from motor vehicle service garage with fuel sales and washing facilities to small supermarket with fuel sales and car washing facilities. Broadway Garage, Broadway, Dunscroft. **Object-** Impact-will affect rear property accesses of nearby residents and will impact on other local shops.

#### **COUNCILLOR CURRAN RETURNED TO THE MEETING**

**258. Matters requested by Councillors not already included on the agenda:**

**258.1** Further report from YLCA South Yorkshire Branch Meeting. Councillor D Smith gave a further report to the meeting about the presentation on climate issues at the meeting she attended and there was a discussion about possible future Council actions.

**259. Financial matters:**

**259.1 To approve the monthly accounts** for payment

**RESOLVED:** The following monthly accounts were approved for payment:

## Invoices in respect of 2020/21 and 2021/22

Bank transfer No.	Supplier and Expenditure details	Amount £
	<b><u>2020/21</u></b> (goods received in the old financial year)	
1	Arco Limited - PPE & cleaning materials	677.31
2	Brier Hills Recycling Ltd - green waste and compost	53.52
3	RJ Cheesman - grass cutting and hedge flailing in March	600.00
4	N Denby Building Contractor - extra greenhouse base	80.00
5	DMBC - Sites Supervisor advert	156.00
6	M & C Elliott - grave digging- March	960.00
7	Peter Fowler Electrical - relocate floodlights electrical box	957.60
8	JMT Engineering (Doncaster) Ltd - repair Council Offices gate	204.00
9	J Johnson - window cleaning (12 March)	10.00
10	Plevey & Sons Ltd - wildflower seed and sunflowers	118.46
11	Screwfix - consumables plus two key cabinets	243.80
12	SF Locksmith - Cemetery toilet radar lock plus keys	326.40
13	I Siddons Building Services- stage payments for Dr Waters Gdns wall	19,073.00
14	B Simpson Tree Services - fell Cemetery conifers and remove fallen tree (Mosscroft Rec Ground)	650.00
15	Staff Reimbursement for planting materials (B&Q and Danum Nurseries)	135.34
16	Travis Perkins - consumables for the Cemetery	84.76
17	Tudworth Recycling Centre- soil and planings	56.17
18	Wicksteed Leisure Limited - replacement Donkey Springer (Grange)	1,551.89
19	YLCA - Allotments Webinar 25 Feb 2021 (CM & DS)	30.00
DC	Amazon Business - cordless phone for Council offices	27.48
DC	Google Commerce Limited - Google Drive document storage	15.99
DD	Daisy Communications – Phones & Broadband (to 28/02/21)	144.94
DD	Fleet One - fuel (March)	139.49
DD	SSE Electricity - Cemetery - 2 Feb 2021 to Mar 2021	66.29
DD	SSE Gas- Office - February	204.39
	<b>Total for 2020/21</b>	<b>26,566.83</b>
	<b><u>2021/22</u></b>	
1	Danum Greenhouses - replacement glass	150.00
2	DMBC - trade waste (quarter 1)	810.00
3	DMBC - Cemetery business rates (1st instalment)	686.25
4	JJ Rowney - water heater at the Cemetery Workshop	417.60
5	Staples Uk Limited - stationery	1.55
6	WPS Hallam Insurance Brokers - vehicle insurance policy	1,271.56
7	YLCA - Internal Controls Webinar 7th April (HG)	22.50
8	YLCA - 2021/22 Membership	1,581.00
DC	Cloud Next Ltd – new hosted email system and .gov domain	227.98

DC	Realise Futures - benches for Peace Garden and 3 Recreation Grounds	4,319.97
DD	Daisy Communications Ltd – Mobiles (to 31 March)	38.60
DD	Fleet One - monthly card guard fee	1.80
DD	Intuit - Quickbooks monthly fee	36.00
DD	SSE Electricity - Jubilee Park Quarter 1	181.51
DBC	Staff Salaries- April 2021	5,939.27
DD	SYPA- Pension contributions- April 2021	1,679.11
DC	Inland Revenue – Tax and NI – April 2021	1,628.49
	<b>Total for 2021/22</b>	<b>18,993.19</b>
	<b>Overall total</b>	<b>45,560.02</b>

**259.2 To receive an income and expenditure to date report.** There was a discussion on the report which was a full-year report for 2020-21, and an explanation was given to members regarding the use of reserves.

**RESOLVED:** The report was accepted by Council

**259.3 To receive and accept a reconciliation report**

The report provided with agendas was discussed and the Assistant Clerk informed members of the end of year bank account figures.

**RESOLVED:** The report was accepted by Council

**259.4 To receive and approve** updated asset register to 31 March 2021. Council reviewed the Asset Register.

**RESOLVED:** The updated Asset Register at 31 March 2021 was approved by Council.

**RESOLVED:** Standing order 3v was suspended to allow the meeting to continue beyond the 2 hour limit.

**260. To consider** the following new correspondence received and decide action where necessary:

**260.1** Email regarding Great British Spring Clean 2021. The Clerk informed members of the dates of this event and asked if the Council would like to organise any community activities. There was a suggestion of supporting the DN7 Litter Pickers and Friends of Jubilee Park in their activities during that time.

**260.2** Update from Friends of Jubilee Park. The Clerk referred members to the written update provided by the Group and it was suggested that the ideas be brought to future Council meetings for discussion.

**261. To receive items** for inclusion on the next available Council meeting agenda. An update on community defibrillator provision was requested.

**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.**

**Signed .....(Town Mayor)**

**Date: Monday 24<sup>th</sup> May 2021**

**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.

**254.11 To consider applications** received under Town Council grant scheme 2021-22 (Part B)

Grants were awarded to the following organisations:  
Hatfield Community Library- £2,000.00  
Doncaster Federation of Homing Societies- £250

It was then discussed that due to the Covid situation, applications may have been delayed from some organisations.

**RESOLVED:** Further grant applications to be accepted until early May.

**Signed** .....(Town Mayor)

**Date:** Monday 24<sup>th</sup> May 2021