

**MEETING OF HATFIELD TOWN COUNCIL      Monday 9<sup>th</sup> November 2020**  
**Held online using the Zoom virtual meeting platform**

**Members Present**

L Curran (in the chair)

D Smith

V Moate

M Glynn

J Credland

D Anderson

T Gibbs (part)

M Broadhurst

W Morrison

**ALSO PRESENT:**

C McRoy, Town Clerk, H Graham, Assistant Clerk

1 members of the public, 1 member of the press

Before the meeting started the Clerk made members aware that due to the absence of the Mayor and Deputy-Mayor a meeting chair would need to be chosen from those in attendance.

**RESOLVED:** Councillor Curran to chair the meeting

**Matters raised** by members of the public- The member of the public raised the matter of increasing local crime and the possible fencing off of a recreation ground play area.

**195. 195.1 To receive apologies** for absence. Apologies for absence were received from Councillors M Smith, Brown and Rutherford

**195.2 To consider for approval the reasons** given for absence by councillors.

**RESOLVED:** The reasons for absence provided by Councillors M Smith, Brown and Rutherford were approved by Council

**196.** 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 agenda item 7 as a Borough Councillor.

**197.** To confirm the minutes of the Town Council meeting held on Monday 12<sup>th</sup> October 2020 as a true and correct record.

**RESOLVED:** The minutes were agreed as a true record and signed by the chair of the meeting Councillor Curran.

**198.** To receive information from the Town Clerk on the following issues and decide further action where necessary:

**COUNCILLOR GIBBS JOINED THE MEETING**

**198.1** Grant fund expenditure- update. There was a discussion about the type of additional bins to be purchased for use on recreation grounds.  
**RESOLVED:** 2 bins and 2 seats to be provided in each of the 5 locations in the Council's area.

**198.2** York Road Recreation Ground play equipment- update. The Clerk showed members a further suggested layout and options for play equipment for less able children, and gave an estimate of the costs. There was a discussion about safety in using the proposed accessible equipment. There was also a discussion about outdoor gym equipment and the likely cost.

**198.3** Desktop computer replacement. The Clerk explained that The Assistant Clerk's computer was now 5 ½ years old and was running quite slowly which was sometimes making it difficult to do certain tasks.

**RESOLVED:** To replace the Assistant Clerk's desktop computer and the Clerk's desktop computer and to provide an additional monitor for the Assistant Clerk.

**198.4** Play equipment maintenance and improvement works. The Clerk explained that the Assistant Clerk had been ordering replacement parts and pieces of equipment to ensure all is in order. The Assistant Clerk explained that to repair 1 piece of equipment on Jubilee Park would cost £2,946 to just purchase the part or £3,387 fitted by our usual play equipment contractor.

**RESOLVED:** To order the contractor to supply and fit the replacement part.

**FURTHER RESOLVED:** To price up a replacement swing for the Station Road one which will be cheaper to maintain in future.

**198.5** Community defibrillators- update. The Clerk informed members that the defibrillators at Dunscroft and Lindholme will hopefully be fitted within the next few weeks (after lockdown), subject to the availability of electricians.

**198.6** Cemetery House works- update. The Clerk informed members that work was progressing well despite some issues with the plaster work, and asked if the Council thought it would be appropriate for the Council to cover the cost of redecoration once the current works are completed.

**RESOLVED:** Cemetery House to be decorated before the tenant moves in.

**198.7** Gilliat land- update. The Clerk informed members that she was awaiting a solicitor's report and would fetch it to Council as soon as possible.

**198.8** Council Offices boiler- update. The Clerk informed members that the boiler replacement was now complete.

**198.9** Work required on Abbey Fields Recreation Ground, The Clerk informed members that there was some damage to the allotment and car park fencing which would need attention. She also asked which type of concrete blocks members would prefer to install to prevent unlawful access onto the field off St Edwin Reach.

**RESOLVED:** To install 'lego' style concrete blocks.

**198.10** Clerk CPD training request. The Clerk asked that she be given permission to attend the SLCC Practitioners' Conference in February 2021. She explained that it would be a virtual conference this time and so would cost less. She also asked for permission to attend a short webinar on grant bid writing.

**RESOLVED:** Clerk to attend virtual SLCC Practitioners' Conference 2021 and grant bid writing webinar.

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

**199.1** Meeting of the Personnel Committee held on Tuesday 20 October 2020

**RESOLVED:** The minutes were agreed as a true record and signed by the Chair of the meeting, Councillor Curran.

**199.2** Meeting of the Policy and Resources Committee held on Monday 2 November 2020

**RESOLVED:** The minutes were agreed as a true record and signed by the Chair of the meeting, Councillor Curran.

**200.** To approve the recommendations of the following Committees:

**200.1** Personnel Committee recommendations from the meeting held on Tuesday 20 October 2020

**RESOLVED:** The recommendations of the Committee were approved

**200.2** Policy and Resources Committee recommendations from the meeting held on Monday 2 November 2020

**RESOLVED:** The recommendations of the Committee were approved

**201. Planning Consultations**

Councillor Curran asked if members were OK with her chairing this item as she had declared an interest.

**RESOLVED:** Councillor Curran to chair the item but to take no part in the discussion

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

**201.1 20/02376/FUL** Erection of Summerhouse/store in rear garden area. 108 Cemetery Road, Hatfield

**201.2 20/02671/FUL** Erection of 2 storey side extension. 23 Howville Road, Hatfield

**201.3 20/02640/FUL** Erection of granny annex to rear following demolition of existing garage. The Croft, Main Street, Hatfield Woodhouse

**201.5 20/02654/FUL** Erection of two storey front extension and new 10-degree independent mono pitch roof slopes to replace existing flat roof with

dwelling to be finished in chalk coloured render and grey cladding. 35 Brierholme Close, Hatfield.

**RESOLVED:** The Council wished to make the following comment:

**201.4 20/02803/FUL** Erection of 2 detached dwelling and associated detached garages.1C Coppice Avenue, Hatfield.

**Object:** The Council believes this is an over-intensive development for the site and is concerned that the proposed houses would be in front of the building line of nearby properties.

**202. Matters requested** by Councillors:

**202.1** Report from Parish Councils' Joint Consultative Committee meeting 21 October (AR). This item was deferred to the next meeting as the Council's representative was not present at the meeting.

**202.2** Cemetery grass cutting review. Following a discussion on the previous recent Council decisions regarding this, the matter was considered to be already dealt with.

**203. Financial matters:**

**203.1 To approve** the attached monthly accounts for payment

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

<b>Bank transfer No.</b>	<b>Supplier and Expenditure details</b>	<b>Amount £</b>
1	101 Digital Solutions - laptop plus Microsoft Office	885.60
2	Arena Group - photocopier Quarter 3	261.22
3	Blachere Illumination UK Ltd - installation fee Christmas lights	3,791.10
4	Citizens Advice Doncaster - grant	1,000.00
5	R J Cheesman - grass cutting Cemetery (to 12 Oct)	400.00
6	Doncaster MBC - Council Tax (Cemetery House-Nov)	251.12
7	M & C Elliott - grave digging October	600.00
8	Fenland Leisure – parts to replace vandalised playground equipment - Jubilee and Miners Welfare (Aerial Cableway)	188.40
9	Glasdon UK Limited – Replacement for vandalised metal bin (Jubilee Park)	574.11
10	JMT Engineering (Doncaster) Ltd - repair and replace vandalised barrier and fencing- Jubilee Park	420.00

11	Manor Tyres Limited - Tipper puncture repair	20.00
12	Phil Parkin Accountancy & Audit Services - re 19/20 accounts	215.00
13	Plevey & Sons Ltd – weed killer & grass seed	244.50
14	PTE - grounds maintenance equipment	1,257.72
15	Martin J Richardson - remove boulders from York Road	72.00
16	Screwfix - PPE and small items of plant	466.64
17	Staples - stationery and consumables	116.14
18	Steve's DIY Hardware - consumables	64.73
19	YLCA -Training webinar (contracts, role of the councillor)	45.00

DC	Boston Bulbs Wholesale – spring bulbs	144.98
DC	British Gas - Gas and electricity top up Cemetery House	129.00
DC	H M Land Registry - land search info for Gilliat land and Miners Welfare	12.00
DC	Post Office - Stamps	72.60
DC	Cash withdrawal for Petty Cash top up	50.00
PC	Instep Shoe Repairs - extra Key for Cemetery House	8.00
PC	British Legion - wooden crosses for war graves	80.00

DD	Daisy Communications Ltd – Mobiles	36.95
DD	Daisy Communications – Phones & Broadband (to 30 Oct)	not available yet
DD	Fleet One - monthly card guard fee and annual card charge	51.90
DD	Fleet One - fuel	101.29
DD	Intuit- Quickbooks monthly fee	36.00
DD	SSE Gas- Office - September	70.51
DD	SSE Electricity - Cemetery (September)	35.05
DD	SSE Electricity -Office (27 June - 15 Sept)	167.18

DBC	Staff Salaries	5,764.91
DD	SYPA- Pensions	1,675.50
DC	Inland Revenue – Tax and NI	1,633.97
	<b>Total</b>	<b>20,943.12</b>

**203.2** To receive a year to date budget update report. The Clerk and Assistant Clerk explained entries on the report and the need to consider virements (movement of money) between categories to reflect the Council's agreed activities.

**RESOLVED:** The virements as set out in the report be made to the 2020-21 budget.

**203.3** To receive and accept a reconciliation report. The report sent out with agendas was discussed, and a request was made that the Clerk also initial it in future to verify that she had seen and agreed it.

**RESOLVED:** The report was accepted.

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

**204.1 Email regarding further consultation** by the Committee for Standards In Public Life. The Clerk enquired whether members would like to respond to this as a Council body.

**RESOLVED:** Members to respond as individuals if they wish to do so.

**RESOLVED:** Standing order 3v was suspended to allow the meeting to continue

**204.2** Email regarding street naming consultation for off Doncaster Road, Hatfield. There was a lively discussion about the suggested names.

**RESOLVED:** That the following names be forwarded as the Council's preferred choice: Woodland, Fallow, Windmill, Heathfield, Saxon or Farmhouse.

**204.3** Email from Doncaster CAB regarding Town Council grant. The Clerk read out a thank you for the recent grant funding awarded to Citizens Advice Doncaster.

**204.4** Email regarding South Yorkshire Policing Priorities Survey 2020. The Clerk asked whether members would like to answer this as a body.

**RESOLVED:** Members to respond as individuals if they wished to do so.

**204.5** Email regarding Community Shop website, The Clerk asked whether the Council wished to be involved in this.

**RESOLVED:** The information be sent to the Dunscroft community group

**205. To receive** items for inclusion on the next Council meeting agenda. Items suggested were York Road play equipment, Concrete blocks for Abbey Fields, proposed cycle track for Jubilee Park, and the boundary of Station Road recreation ground.

**206.** Councillors' Surgery Update – no surgeries are being held

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

**Date: Monday 7<sup>th</sup> December 2020**