

# Conisbrough Parks Parish Council

## MINUTES OF THE ORDINARY MEETING HELD ON JUNE 15th 2021.

**PRESENT:** Cllrs. Cliff, Manning, Gran, Leigh & Peat

**Also present:** DMBC Ward Councillor Ian Pearson and the Clerk to the Council P. Wilkinson

### 1. APOLOGIES

DMBC Councillors Lani-Mae Ball and Nigel Ball sent their apologies.

### 2. DECLARATIONS OF PERSONAL OR PREJUDICIAL INTERESTS

Cllr Cliff declared a personal interest in a planning application to be discussed under agenda item 11.

### 3. MINUTES OF THE MEETINGS HELD ON 18th MAY 2021

**RESOLVED:** That the minutes of the Annual Parish Assembly held on 18<sup>th</sup> May 2021 be approved and signed by the Chairman.

It should be noted that the validity of the comments made by DMBC Councillors, as recorded in the minutes, cannot be confirmed as they do not see them in advance of the meeting.

**RESOLVED:** That the minutes of the Annual Parish Council Meeting/Ordinary Meeting held on 18<sup>th</sup> May 2021 be approved and signed by the Chairman.

### 4. MATTERS ARISING

There were no matters arising from the minutes of the Annual Parish assembly meeting. Matters arising from the minutes of the Annual Parish Council Meeting/Ordinary Meeting: Minute No.4. *Cllr Peat confirmed that the permanent 'no dogs allowed' sign had been erected in the play area.*

Minute No.4. *Councillors noted that responses had now been received regarding the actions agreed at the meeting with the DMBC Officer about the grounds maintenance schedule for Clifton.*

Minute No.4. *Councillors noted that the weight limit signs which had been requested were not yet in place. The Clerk will follow up.*

Minute No.4. *Cllrs Cliff and Leigh confirmed that the defibrillator cabinet had been installed and it was now awaiting the equipment. Once everything is in place it will be registered for use with the Yorkshire Ambulance Service. Cllr Cliff agreed to arrange for some training on the use and maintenance of the equipment. Further to the discussions at the last meeting regarding the payment of the electricity cost for maintaining the equipment, Cllr Leigh said that it would be necessary for the Church to raise a separate invoice for this rather than to have it added to the room hire charge and Councillors agreed to this.*

Minute No.15. *Cllr Manning reported that the road signs at Five Lane Ends had not yet been repaired/replaced and the potholes on Denbrook Lane had not yet been filled. The Clerk will chase these up with DMBC.*

### 5. CLIFTON CONSERVATION AREA

DMBC Officers Jonathan Clarke and Malcolm Thomas were present for this agenda item and introduced themselves.

Signed.....Chairman

Cllr Cliff explained the background to the request for the meeting i.e. there have been, and still are, planning applications being considered by the Parish Council in respect of developments close to, or adjacent to, the existing conservation area and the green belt, or where sites are partly inside the conservation area and partly outside. In such cases it is felt that there should be some consistency in the way the planning regulations are applied and therefore it might be appropriate to review the conservation area and extend it to include the whole of Clifton village. Furthermore, Cllr Gran raised the question as to whether there is a difference in the village curtilage and the green belt boundary.

Malcolm Thomas said that the existing conservation area was designated in 1977 and the boundary is independent of either the village curtilage or the green belt boundary. The boundary line doesn't now appear to necessarily follow any physical features, but there must have been reasons for its location at the time and it is clear that some anomalies have arisen since. However, he reassured Councillors by saying that if a proposed development is adjacent to the conservation area then the character and setting of the conservation area would be a material consideration and be taken into account.

Councillors expressed their wish to protect as many trees as possible and highlighted, as an anomaly, the woodland that marks the entrance into the village when approaching along Common Lane. This is a significant feature but is outside the existing conservation area and they questioned whether it could be included.

Malcolm Thomas said that trees are deemed to be part of the character and setting of the conservation area and any felling or significant pruning will require a TCON application, but trees outside the area don't require such permission unless covered by a TPO. However, he again pointed out that if the conservation area is in close proximity then its character and setting would be taken into account as a material consideration.

Councillors noted an instance of what could be considered as a rare tree, without a TPO, growing outside the conservation area having apparently been cut down to facilitate a development. Cllr Pearson said that trees may have been planted since 1977 to mark the conservation area boundary or the village boundary and should only be cut down if they were being 'harvested' (i.e. being used for another purpose). He was of the opinion that the DMBC tree policy should give some protection to trees that are deemed rare to a locality and that the policy also often requires the replanting of trees if they are felled unnecessarily or without permission.

Cllr Manning asked if it was possible to extend the conservation area up to the green belt boundary and Malcolm Thomas replied by saying that the first step would be to undertake a detailed appraisal explaining what is trying to be achieved and for what purpose, bearing in mind that a conservation area must have a special character that is worth preserving. If any areas are to be added there needs to be clear evidence that they have this same special character which will enhance the conservation area. When the original designation was made in 1977 there was no requirement for an appraisal and therefore the reasoning is not well documented, although there are maps and minutes of committee meetings available for reference. Cllr Manning suggested that it may be worth doing a description of the existing conservation area to go alongside the maps, whilst at the same time identifying the anomalies. These could then form the basis of recommendations to Malcolm Thomas for inclusion in a review. Malcolm Thomas stated that there are 46 conservation areas in Doncaster and a third of them have been reviewed so far. The reviews can be time consuming and need to be done in a formal manner, but his current workload could not justify Clifton being treated as a

Signed.....Chairman

priority in this respect. However, if some of the ‘legwork’ was done by the Parish Council, this could help to raise it up the priority list, as would doing a neighbourhood plan or a village design statement.

Cllr Cliff thanked the DMBC Officers for their attendance and input to the discussion and, in summary, suggested that the Parish Councillors could look at the perceived anomalies and do some of the preparatory work that would be useful in a future review.

## 6. POLICE AND CRIME REPORTS

Cllr Leigh made Councillors aware of a recent incident when 4 police cars were seen in the village, apparently investigating an attempt to steal a vehicle.

## 7. REPORTS FROM DMBC WARD COUNCILLORS

Cllr Pearson reported on the following:

- the policing of Clifton is managed by Doncaster Central HQ.
- Conisbrough now has a dedicated Police Sergeant and the PACT meetings will be reinstated, allowing online access to them if necessary.
- there are now 4 new additional Police Officers for Conisbrough and Denaby.
- the Boundary Commission will soon be undertaking a review of the Ward boundaries.

Cllr Leigh raised the issue of a public bridleway being overgrown and needing cutting. Cllr Pearson said that if he was made aware of the bridleway reference number he will follow it up with DMBC. Cllr Cliff agreed to send the number.

Cllr Manning said that the Parish Council used to have a map showing the reference numbers of all the public bridleways in the local area. The Clerk will make enquiries regarding an updated map.

## 8. FINANCIAL REPORT

The Clerk informed Councillors that the bank balances at 31<sup>st</sup> May 2021 totalled £10,647.41. He went through the income & expenditure items since 1<sup>st</sup> May 2021 and explained how these contributed to the bank reconciliation statement.

**RESOLVED:** That the bank reconciliation statement at 31<sup>st</sup> May 2021 be approved.

The Clerk reminded Councillors of the revised budget that was approved at the last meeting and said that there were no areas of concern.

**RESOLVED:** That the financial report be approved.

## 9. PAYMENTS DUE

The Clerk informed Councillors that the invoice for £115 from YLCA for carrying out the internal audit was now due for payment.

**RESOLVED:** That the payment of £115 to YLCA be approved.

## 10. INFORMATION COMMISSIONERS OFFICE REGISTRATION

It was agreed to defer this item to the next meeting.

## 11. PLANNING APPLICATIONS/ISSUES

20/03086/FUL (The Bungalow, Common Lane) – Cllrs Cliff and Leigh reported on their positive meeting with DMBC Enforcement Officers. They were aware of the historical facts about the site and understood the concerns about possible contamination, particularly with so much demolition and activity taking place. The reason for the arrival of such significant quantities of soil will be investigated and further updates will be provided in due course.

Signed.....Chairman

19/03028/FUL (Beacon Ridge) – Councillors noted no decision yet made.

21/00333/FUL (Beacon Ridge) – Demolition of existing outbuilding, part demolition of wall and erection of new dwelling. Councillors noted that there were no further developments regarding this application other than a report from the DMBC Tree Officer.

Long Leys Poultry Farm on Long Leys Lane. Councillors noted that there was no further information regarding this site.

Cllr Cliff declared a personal interest in the next planning application as the owner of a neighbouring property.

21/01785/TCON (The Croft, Common Lane, Clifton) - Conservation area notification to fell and remove 12 conifer trees. Councillors raised no objections.

Cllr Manning informed Councillors that work is due to start on the barn at 1 Beech House Croft at the end of June.

## 12. COMMUNITY FIBRE SCHEME

It was agreed to defer this item to the next meeting.

## 13. COMMUNITY LITTER PICK

Councillors discussed the community litter pick and agreed that it should take place from 10.30am on Sunday 25<sup>th</sup> July 2021. The Clerk will contact the Clerk at Braithwell & Micklebring Parish Council with a view to borrowing the equipment and will also liaise with the relevant DMBC Officer regarding collection of the rubbish bags.

## 14. CODE OF CONDUCT

The Clerk had circulated to Councillors, in advance of the meeting, copies of the model code of conduct designed by the Local Government Association. It has been approved by NALC and is recommended for adoption by local Councils. Doncaster MBC has already adopted the code and Councillors discussed the matter.

**RESOLVED:** That the new Code of Conduct produced by the Local Government Association be approved and adopted.

## 15. CORRESPONDENCE

The Clerk had forwarded the following items of correspondence to Councillors since the last meeting:

YLCA – White Rose Update

YLCA – Training Bulletins x 2

YLCA – Law & Governance Bulletin

YLCA – NALC Chief Exec. Bulletin

YLCA – Guidance for Owners & Operators of Urban Centres, Public Spaces and Managing Playgrounds & Outdoor Gyms.

YLCA – Councillors Log-in Details for Website

YLCA – SY Branch Meeting 23.06.21

DMBC (PC JCC) - Response re. Non-compliant Working by Utility Companies

DMBC – Planning Application to Remove 12 Conifer Trees at The Croft, Common Lane

SY Police & Crime Commissioner Blogs x 4

SYPTTE – Online Applications for Young People’s Travel Passes

Signed.....Chairman

Resident – Responses (x2) to Report to DMBC re. Pavement Defect Outside The Stables  
 Resident – Report to DMBC re. Sandbag on New Road at Junction with Ruddle Lane  
 Resident – Report to DMBC Ref. 201001523857

**16. ITEMS/COMMENTS FROM PARISH COUNCILLORS**

Cllr Manning made Councillors aware that the road signs at Five Lane Ends had still not been repaired/replaced and similarly, the bollards surrounding the Yorkshire Water pump on Beacon Lane had not been repaired/replaced. The Clerk will follow up on these items.

Cllr Manning noted that Yorkshire Water will leave the gate across the access road to the sewage farm once the work is completed but asked about the availability of keys if it is locked and also whether there is any right of access by anybody else.

Cllr Manning expressed concern that the grass verges at various junctions close to Clifton were now so overgrown that the vehicle sight lines were obstructed. The Clerk will report to DMBC.

**17. DATE/TIME OF NEXT MEETING**

**The next Ordinary Meeting of the Parish Council will take place at 7.00pm on 20<sup>th</sup> July 2021 in the Church Hall, Church Lane, Clifton.**

Signed.....Chairman

