

**REPORT OF THE COUNCIL MEETING HELD IN THE ASSEMBLY ROOMS, THORNE ON TUESDAY 24<sup>th</sup> JANUARY 2017 AT 6.30pm.**

**Present:** Cllr. S.Durant (Chair)

Cllrs. J.Blackham, A.Brookes, L.Dudgeon, M.Hennessey, M.Houlbrook, J.Phillips, R.Porter, G.Powell, A.Sloman, R.Turner, R.Walker and M.Williams.

There were 10 members of the Public present.

**2992. APOLOGIES**

Apologies were received from:

Cllr. C.Blackham – Personal

Cllr A Sloman - illness

**Resolved: That the apologies be accepted.**

**2993. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Cllr S.Durant declared an interest in all planning items as she is on the planning committee at Doncaster MBC.

**2994. MINUTES**

Consideration was given to signing the minutes of the Council meeting held on Tuesday 13<sup>th</sup> December 2016, pages 4337–4341.

**RESOLVED: That the minutes be signed.**

**2995. MATTERS RAISED BY THE PUBLIC**

One member of public thanked the Clerk for investigating air quality issues in Thorne and asked that it be added to the Neighbourhood Plan.

A concern was raised by a neighbour of the proposed development on Selby Road regarding comments made by Pollution Control on the application. She asked if the Council were prepared to spoil the air quality of the residents of Thorne for the sake of jobs and added that the plan should be to encourage less vehicles, particularly lorries, to come into the area.

**2996. PLANNING APPLICATIONS**

**i) 16/02496/FUL**

Erection of brick building for the preparation and storage of potatoes (Retrospective) at The Golden Cod Shop, 1 Alexandra Street, Thorne for Mr Gurdit Olick.

**RESOLVED: No objections.**

**ii) 16/03121/ADV**

Display of various illuminated and non-illuminated signs at Thorne Service Station, South Parade, Thorne for The Co-operative Group.

**RESOLVED: No observations.**

**iii) 16/02384/FUL**

Installation of new plant and A.C. equipment, construction of new store area with associated fence and bollards and new ATM pod at Thorne Service Station, South Parade, Thorne for The Co-operative Group.

**RESOLVED: No observations.**

**iv) 16/02893/FUL**

Creation of new entrance in association with a change of use from hot food outlet (Class A5) to general retail use (Class A1) at 1 Fieldside, Thorne for Mr N Collins.

**RESOLVED: No objections.**

**v) 16/02946/FUL**

Installation of UPVC windows into sheet cladding at Unit 2 Capitol Park, Alpha Court, Thorne for APC Direct.

**Application approved by DMBC.**

**vi) 16/03049/FUL**

Change of use of ground floor from Pharmacy (Class A1) to Betting Office (Class A2) including erection of single storey extension (2.0m x 3.8m) to rear (without Compliance with condition 3 of application 9/007620/FUL granted on 22/05/2009 – to extend the opening hours from 1000 – 2130 Mondays to Saturdays and 1200 – 1800 Sundays to 0800-2200 Mondays to Sundays including Bank Holidays) at 143 Marshland Road, Moorends for William Hill Organisation Ltd.

**Application approved by DMBC.**

**vii) 16/03050/ADV**

Display of internally illuminated fascia panel (0.60m x 6.07m) and one internally illuminated projecting sign (hanging sign) (0.60m x 0.14m) to front elevation at 143 Marshland Road, Moorends for William Hill Organisation Ltd.

**RESOLVED: No observations.**

**viii) 16/02854/FUL**

Erection of double garage built in contravention of approved plans (14/01717.FULFT) (Retrospective) – Amended plans at 5 Hatfield Road, Thorne for Mr S. Bailey

**RESOLVED: No objections.**

**ix) 16/03144/FUL**

Siting of palisade bin compound, demolition of existing carwash and formation of new parking area, relocation of air/water and vacuum facilities, siting of jet washbay and associated lighting at Thorne Service Station, South Parade, Thorne for The Co-operative Group.

**RESOLVED: No objections.**

**x) 16/02097/FUL**

Sub-division of garden and erection of two dwellings including associated alterations to access and boundary treatments at 32 South Parade, Thorne for Mr Bainbridge.

**RESOLVED: Objection on grounds the size of the site, its setting in the conservation area, impact on neighbours, and traffic.**

**xi) 16/02532/FUL**

Erection of 1.5 storey dwelling on Land at 18 South Parade, Thorne for Mr F.Nason on land at 18 South Parage, Thorne.

**RESOLVED: No observations.**

**xii) 17/00046/FUL**

Erection of first floor self contained flat over existing rear extension at the Victoria Inn, South End, Thorne for Mr & Mrs D & H Stewart.

**RESOLVED: No objections.**

**xiii) 17/00029/LBC**

Listed building consent for demolition of 1-2 Market Place in connection with proposed redevelopment of the site 1-2 Market Place, Thorne for Commercial Development Projects Ltd.

**RESOLVED: That the Council support this application.**

### 2997. FINANCE

Consideration was given to the financial report to the end of Month 8.

The Clerk advised that the forecast shows a similar position to last month.

The current position with regard to Council accounts at 1<sup>st</sup> December 2016 is as follows:

	Bank Statements	Actual Balance*
Business Reserve	£3,133.07	£3,133.07
Current Account	£197,757.33	£194,953.11
Wages Account	£2,083.33	£1,785.51
Notice Account	£20,443.25	£20,443.25
<b>TOTAL</b>	<b>£223,416.98</b>	<b>£220,314.94</b>

\*Allowing for unrepresented cheques

The Clerk said that he was still awaiting documentation from Doncaster MBC regarding the land sale to release the Capital receipt, though he had been advised that it was due imminently.

**RESOLVED that the finance report be noted.**

### 2998. BUDGET AND PRECEPT 2017-18

The Clerk reported that Doncaster MBC had requested that the 2017-18 precept be submitted to them by 1<sup>st</sup> February 2017. He said that he had prepared 2 alternative options for the 2017-18 budget. Option 1 includes a 2% precept increase, Option 2 a 0.02% increase. This compares with the Retail Price Index in November of 2.2%. A summary of the options are:

	Option 1		Option 2	
Revenue expenditure	£540,050		£534,300	
Income		£133,501		£135,001
Capital	£50,000	£50,000	£50,000	£50,000
Loan charges	£14,200		£14,200	
Contribution to reserves	£20,000		£20,000	
DMBC grant		£65,644		£65,644
Precept		£375,105		£367,855
<b>TOTAL</b>	<b>£624,250</b>	<b>£624,250</b>	<b>£618,500</b>	<b>£618,500</b>

The following issues were considered:

- The tax base has increased from 3948 to 4063, so that income increases by about £10,500 with the precept frozen.
- Doncaster MBC have retained the grant at the same level as last year. It is reasonable to assume that this will reduce in future years which will put pressure on budgets as this represents about 12% of the revenue budget.
- The income proposed allows for the adjustment in charges included in the report elsewhere on this agenda. There is a need to be cautious as income is affected by the volume of business,.
- The proposals include a £20,000 contribution to reserves which is in line with the financial plan agreed in principle by the Council. This would bring the reserves to around 75% of the recommended minimum.
- The figures allow for:

- a. An average salary increase of 2%. The 2017-18 salary scales have been agreed with higher paid staff receiving 1%, and higher increases for lower paid staff.
- b. A business rates increase of 4%
- c. Utilities increase of 5%
- f. Additional investment in Repairs and Maintenance would allow improvements to the Council's assets.
- g. The additional costs of the new Clerk are included under General administration and there is an allowance for additional insurance costs mainly due to the increase in insurance tax.
- h. No budget allowance has been made for the Neighbourhood Plan as the approval phase is funded by Doncaster MBC.
- i. The budget includes funding for 1 by-election next year. Election costs are phased over 3 years, but are accounted for in the year in which the costs are defrayed. If no by-election takes place this could be added to the reserves, bringing the level closer to the recommended levels.

It was reported that the 2 main pressures on the budget for 2017-18 are the additional costs of a full-time Clerk, and the need to increase reserves. For this reason the 2% increase should be considered as this would increase precept income by £17,750.

The Clerk said that he had not included any Capital figure. These would be zero at the moment as the Council has earmarked, but not formally allocated any of this expenditure. The 2 areas that are likely to be included in the future are:

1. The £50,000 Capital Grant from Sport England.
2. The £341,500 capital receipt from the sale of the land next to the Motte.

It was proposed and seconded that Option 2 be approved.

**RESOLVED: that a net budget of £413,499 be approved for 2017-18, including a precept of £367,855**

### 2999. CHARGES AND LEASES

Charges are reviewed on an annual basis alongside the consideration of the annual budget and are typically viewed in the light of changes to the Retail Price Index. The most recent figure available (November) shows a Retail Price Index increase of 2.2%.

#### PREMISES HIRE

The Clerk reported that last year there was a detailed review of premises hire charges which resulted in an overall increase of £2 per hour on all charges. This was the first increase in the community rate for at least 5 years, from £6 to £8. During the same period the full rate had increased from £13 to £20 (though this fell short of full cost recovery).

He said that an inflation based change would result in an increase of about 10p for the community rate and 24p for the full rate but felt that in the light of the lack of change in the past, and the need for the higher rates to better represent the true cost of the buildings then a higher increase is justified. Recommended figures are included in brackets in the table below.

<u>Price per hour</u>	<u>Standard</u>	<u>Discounted</u>	<u>Community</u>
Community Hall - weekday	£20(£22)	£14(£15)	£8*(£8.50)
Community Hall - weekend	£24(£26)	£18(£19)	£12(£12.50)
Community Room - weekday	£16(£18)	£11(£12)	£6†(£6.50)
Community Room - weekend	£18(£20)	£13(£14)	£8(£8.50)

\*£3 per hour reduction for bookings before 4pm; †£1 per hour reduction for bookings before 4pm

#### SPORTS PITCHES

Current pitch hire costs are as follows:

**ADULT TEAMS** Per Match £29.17 + £5.83 VAT = £35

**JUNIOR TEAMS** (Under 18) Per Match £14.58 + £2.92 VAT = £17.50

These figures have not been changed since 2014. During this period inflation has been low, with a cost increase of 3.6%. The Clerk recommended a small increase this year to £36 for an adult pitch and £18 for a junior pitch.

### **BURIAL CHARGES**

A comprehensive review of Burial Charges was carried out last year which included a significant increase in full fee charges to bring Thorne-Moorends closer into line with arrangements applying in neighbouring parishes. The Clerk said that in the light of this he did not feel further significant alterations are appropriate, but was recommending an increase based on the 2.2% RPI change, rounded as appropriate detailed in a paper circulated at the meeting.

The Clerk said that in addition the Council could consider changes to charges that apply to children's and young person's burials. A number of Council's no longer charge for these types of burials. The financial implication for the Council in adopting this would be small as there are only a handful each year. The following revision to the burial charges was proposed:

“No charge will apply for a plot within the children's section, a burial or a monument where the person to be buried is under 16 years old and was a resident of Thorne-Moorends within the last 2 years, or in the case of a still born child, where one of the parents is, or at the time of the interment was such an inhabitant. Where a new standard plot for 3 is used there would be a 1/3 discount.”

### **LEASES**

The Clerk reported that the majority of leases are on long term agreements with the only ones needing review at this meeting being the Delves Café, Winning Post flat and East Ings. The Delves Café has run less than 12 months so he said he would propose that it is reviewed after 12 months. He proposed that the other 2 are increased in line with RPI.

#### **RESOLVED that:**

1. **The revised charges for premises hire, sports pitches, burials and leases be approved**
2. **The proposed amended charges for children's burials be approved**

### **3000. ACCOUNTS PAYABLE**

Consideration was given to the Accounts Payable for Month 9 of the current Financial year.

**RESOLVED: That the accounts payable be noted**

### **3001. THORNE MEMORIAL PARK TREE MANAGEMENT PLAN**

This item had been deferred at the previous meeting pending comments from the Doncaster MBC Tree Officer. The Clerk said that he had received the following comments from Jonathan Tesh at Doncaster MBC:

“I fully support the scheme and all I would add is that once adopted some time lines would be helpful. The only other issue is that of potential vandalism of smaller sized trees though it may be OK in certain areas of the park and the planting can progress on a 'see how it goes' basis. I am uncertain what I can add to the overwhelming positivity of tree planting in general and tree planting in the Memorial Park in particular.

The key in planting trees is to plant to the space available, not planting too close to structures. not planting a tree with squashy fruits near a path, and not planting a Horse Chestnut, for example, near a property, certainly not to the south (shading).”

The details of any planting would be prepared by the Council's professional tree consultant, and would be discussed with the Doncaster MBC tree officer before any works are undertaken.

#### **THORNE MEMORIAL PARK – DRAFT TREE MANAGEMENT PLAN**

Since 2012 the Council has commissioned a professional tree consultant to survey the trees within the Memorial Park, primarily from a public safety perspective. Following the consultants

recommendations a number of trees have been felled, and he has recommended that some additional trees are felled this year.

As the site is within the Conservation Area Doncaster MBC need to be notified of proposals to undertake works on trees, and the consultant and Clerk liaise with the Doncaster MBC tree officer when proposals are drawn up.

1. Trees felled and proposed to be felled include small trees in poor condition, trees along boundaries where they are shielded by other trees. In the main the visual impact on the Park has been limited, (with the possible exception of the loss of the large chestnut along the West Street boundary), and a large number of trees remain.
2. The trees within the Park are an important part of its character, and their health will continue to be monitored to ensure that as many as possible can be retained.
3. However, a large number of trees are of an age where they have the potential to require felling within the next 30 years or so. In addition there is the possibility of disease which could require certain species to be felled over a short period of time. If nothing is done there is a danger that areas of the Park will lose trees to the extent that there will be a visual impact. On a small amount of new planting has been carried out.

In the light of this the Clerk said that he had asked the tree consultant to draft a longer term management plan which proposes new planting which would allow trees to begin to mature so that the loss of some older trees becomes less significant. An initial draft of his recommendations had been circulated which proposes:

- a. A programme of planting over 8-10 years
- b. Indicative locations for new planting on a plan (this shows general areas rather than exact locations)
- c. New planting should be 2-3 metres high so that it has a relatively quick impact and is more robust
- d. A proactive decision is taken annually regarding the new planting, dependent on the tree condition report that year

The Clerk reported that he had some initial comments on the draft management plan:

- a. The principle in the plan should be supported as it provides a long-term approach for retaining the character of the Park for future generations.
- b. New planting along the West Street boundary would provide replacements in an area where trees have been lost, though these should be planted further way from the boundary.
- c. Consideration is needed regarding the location of new planting on the south side of the Park so that it does not compromise future events.
- d. New planting next to Park View may not be necessary as it would be shielded by the Lime Avenue, and could affect housing.
- e. New planting may be needed on the north side of the Park should more felling be required than is currently anticipated.

The Clerk said that tree planting is relatively inexpensive (£80-£150 per tree depending on the species) so a replanting programme can be accommodated in the Park Repairs and Maintenance budget.

It was suggested by Councillors that Friends of the Community Wood be invited to be involved on a voluntary capacity.

**RESOLVED: That the Management Plan be supported in principle, with the consultant asked to consider the comments above and comments made at the meeting before a final report is presented to Council. Further that Friends of the Community Wood be invited to be involved on a voluntary capacity.**

### **3002. AIR QUALITY**

At the Council meeting on 8<sup>th</sup> November 2016 the Clerk was asked to investigate air quality issues in Thorne. This followed comments made by Doncaster MBC on the air quality implications of the planning application submitted for commercial development on Selby Road, Thorne.

The Clerk had met with Ian Kellett, Senior Pollution Control Officer at Doncaster MBC to discuss this further.

#### **Selby Road proposal**

DMBC Pollution Control had made a number of comments on the Selby Road planning application raising concerns regarding air quality issues.

The Clerk said that enquiries he had made at the time of the application was considered by Council identified the following:

1. The primary cause of nitrogen dioxide pollution is vehicles
2. Other development in Thorne would affect air quality
3. The only site currently monitored for Air Quality in Thorne is in King Street.

#### **Background to Air Quality Issues**

- Regulations regarding air quality were set out by the government in 1996. These require Local Authorities to monitor 7 different gases. The only issue in Thorne is nitrogen dioxide. Regulations require action (an Air Quality Action Plan) if the level is consistently above 40 µg/m<sup>3</sup>.
- The regulations recognise that it is not possible to monitor every area, with priority given to areas where a problem seems likely, and where people live or assemble for an extended period.
- The main cause of nitrogen dioxide is emissions from traffic using fossil fuels, so problems particularly occur along busy roads. Traffic levels have increased due to increased levels of vehicle ownership. Levels of pollution are affected by the weather, and are particularly high on days where there is no wind as the pollutants are not dispersed. Problems are exacerbated in areas where buildings are terraced close to the road as this creates a as “tunnel” effect holding in the pollutants.
- Nationally the nitrogen dioxide levels included in the regulations is exceeded in a significant number of areas, and the levels exceed EU regulations. The government has been threatened by the EU with fines (though the issue will affect many other EU countries). In these circumstances the government has suggested finding local authorities that it feels are not taking adequate action.
- In Air Quality Management Areas measures taken include encouraging the use of public transport, cycling and walking, and attempting to limit vehicle use. These measures would appear to have limited success. More recently the government has considered restricting certain types of vehicles along particularly problematic routes, though this raises issues of enforcement, and the potential transfer of problems to different areas.
- The EU have developed standards for new petrol and diesel engines requiring lower levels of emissions. However, recent tests on new “Euro” engines have not met the required standards.
- Significant changes to pollution levels will only be achieved through:
  1. A reduction in vehicle usage (though this has not been achieved in areas where there has been substantial investment in public transport).
  2. A change to low pollution vehicles such as electric or hydrogen cell (these are currently expensive, and there is limited support infrastructure).

#### **The Situation in Doncaster and Thorne**

There are currently 7 Air Quality Management areas in Doncaster. Some of these areas significantly exceed the 40 µg/m<sup>3</sup> level required by the regulations. A number of other sites (including King Street) are regularly monitored.

A number of these sites are monitored using an electronic analyser which provides real time information. These cost in excess of £10K, and grants that were previously provided are no longer available. Most sites are monitored using diffusion tubes which provide a monthly average figure.

In Thorne and Moorends a number of sites were monitored in 2008 using funding through the now defunct communities team. Following this exercise 3 sites were followed up – Fieldside, South Parade, and King Street. Monitoring on the first 2 ceased in 2011 as levels were below the threshold in the regulations. The King Street site exceeded this level for 3 years out of 6 between 2010 and 2015, and this site continues to be monitored.

### Issues for the Town Council

A long term solution to air quality problems will only be achieved through action on a national basis, so it could be argued that there is little that the Town Council can do. There is little immediate practical action available to the Council.

The Council could, however use its influence to encourage steps, that, however modest, begin to address the issue. Examples are:

- Encouragement of non-vehicle use, such as cycling and walking. Cycling can be encouraged by provision of dedicated cycle routes, and cycle parking areas.
- Encouragement of public transport.
- Encouragement of alternative energy fuelled vehicles. An example is the vehicle charging points that are being installed at Lidl.

The main opportunity will be through infrastructure investment associated with major proposals which can be considered through the planning process as applications come forward. There are some suitable policies in the draft Neighbourhood Plan, but a specific reference to air quality could be added in the final version.

The Council has supported investment that will provide housing and employment opportunities for local people. It is inevitable that this investment (and increased prosperity) will impact on air quality. However if air quality is considered as proposals are put forward there is an opportunity to prevent the situation getting worse, and should, in time give the opportunity for improvement.

### RESOLVED that:

1. **A reference to air quality be added to the final Neighbourhood Plan.**
2. **Air quality issues be considered when major proposals are considered by the Council, and mitigation measures be encouraged and supported.**

### 3003. EVENTS 2017

The proposed events for 2017 on Council owned sites and buildings are included in the table. Events that are not organised by the Council will be subject to a formal agreement. Asterisked events will be subject to a charge for the site. This matches arrangements in previous years. Non charged events must acknowledge the contribution of the Council.

#### PROPOSED EVENTS ON TOWN COUNCIL SITES AND BUILDINGS 2017

Event	Lead	Date(s)	Site(s)
1940's event	TCG	13/14.5.17	Market Place
Thorne Fair*	Tubys	5-12.6.17	Wyke Gate Park
Circus*	Pinders Circus	19-21.6.17	Wyke Gate Park
Brass Band Concerts	TMTC	July/ August 2017	Memorial Park
Summer Fayre	Fayre Committee	29/30.7.17	Memorial Park
Moorends Gala	MWWG	12.8.17	Welfare Ground
1960's event	TCG	26/27.8.17	Market Place/ Park
Miners Gala	FOTP/ RBL	10.9.17	Memorial Park
Fireworks	TMTC	3.11.17	Wyke Gate Park
Remembrance Sunday	TMTC/ RBL	12.11.17	Memorial Park



Xmas Lights' Switch On	TMTC	Nov/Dec 2017	Market Place
Moorends Xmas Concert	MWWG	Dec 2017	Community Centre

A budget of £8,300 has been included in the 2017-18 budget proposals to support events. It was proposed that this is broken down as follows, to match this year's support:

Band Concerts	£1,500
Summer Festivals	£2,200 (50% Summer Fayre and 50% Moorends Gala)
Christmas Events	£500
Fireworks Display	£3,750
Remembrance Day	£350

**RESOLVED: That the following budgets to support 2017 events be approved:**

<b>Band Concerts</b>	<b>£1,500</b>
<b>Summer Festivals</b>	<b>£2,200 (50% Summer Fayre and 50% Moorends Gala)</b>
<b>Christmas Events</b>	<b>£500</b>
<b>Fireworks Display</b>	<b>£3,750</b>
<b>Remembrance Day</b>	<b>£350</b>

#### **3004. CHRISTMAS LIGHTS CONTRACT 2017-20**

The Council leases the Thorne and Moorends Christmas Lights on 3 year contracts which allow them to be changed at each contract renewal. The current contract with Blachere has just expired, so a new contract will need to be in place for Christmas 2017. To allow the necessary lead in time this needs to be in place before the summer.

The Clerk said that he had included £15,000 in this year's budget proposals to cover Christmas Lights which is slightly higher than this year's lease costs (though other costs such as repairs to timers can be incurred).

It was proposed that a new panel be established, with the Clerk authorised to invite quotations and appoint a contractor within the budget allocation, once the panel has determined the preferred scheme.

**RESOLVED: That a Christmas Light's panel be appointed consisting of Cllrs. M.Williams, G.Powell, L.Dudgeon and R.Turner with delegated authority to identify a preferred supplier, with the Clerk authorised to appoint this supplier within the approved budget.**

#### **3005. CLERK RECRUITMENT**

Arrangements for recruiting the new Town Clerk were agreed on 13<sup>th</sup> December 2016, and the post was advertised shortly after that meeting.

19 application for the post had been received, and would be shortlisted by the interview panel on Friday 20<sup>th</sup> January 2017, with interviews to be held on Monday 6<sup>th</sup> February 2017.

**RESOLVED: That the report be noted.**

**End of the meeting**