

**REPORT OF THE PLANNING AND AMENITIES MEETING HELD IN THE ASSEMBLY ROOMS, THORNE ON TUESDAY 8<sup>TH</sup> MARCH 2016 AT 7.00 PM.**

**Present:** Cllr. R.Walker (Chair)

Cllrs. C.Blackham, J.Blackham, A.Brookes, S.J.Durant, M.Houlbrook and J.E.Phillips.

**2855. APOLOGIES**

Apologies were received from:

Cllr. D.Barton - Illness

Cllr. M.Hennessey - Personal

Cllr. A.Jones - Personal

Cllr. J.Parker - Personal

Cllr. R.Porter - Personal

Cllr. R. Redmile – Work Commitment

Cllr. R.Turner - Personal

Cllr. M.Williams- Personal

**2856. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Cllr S Durant in declared an interest in Item 5 (Planning) as she is on Planning Committee at Doncaster MBC.

Cllr. R.Walker declared an interest in Item 9 (Cemetery Charges)

Cllr. J.Phillips declared an interest in agenda items 10 (Events 2016) and 11 (Funding Requests)

**2857. MINUTES**

Consideration was given to signing the minutes of the Council meeting held on Tuesday 26<sup>th</sup> January 2016, pages 4265 – 4273.

Cllr S. Durant requested that more details be given for minute numbered 2840. This minute referred to an item on the meeting held on 8<sup>th</sup> December 2015 relating the Winning Post.

**RESOLVED: That subject to the amendment the minutes be signed.**

**2858. MATTERS RAISED BY THE PUBLIC**

- i. Problems of rubbish being dumped on Moorends Welfare Ground – the Clerk advised that this was being discussed as an agenda item.
- ii. The lane to the rear of Barnsley Road - the Clerk advised that this was being discussed as an agenda item.
- iii. One resident of Thorne commented on the general state of the buildings on the Market Place and asked who they belonged to. Cllr. J.Blackham said that it belonged to James Marshall who was in the process of applying for its listed building status to be removed.
- iv. One member of the public said she was seeking permission to place a headstone in the shape/colour of a football shirt on her Grandson's grave. The Town Clerk said that it was an agenda item.

**2859. PLANNING APPLICATIONS**

**i) 16/00051/FUL**

Erection of pair of semi-detached houses on approx 0.04ha of land adjacent to 3 High Hazel Road, Moorends for Mr J. Thompson.

**RESOLVED: No observations.**

**ii) 16/00157/FUL**

Conversion of part of existing building to form 5 self contained flats including two storey extension to the side including rooflights to the front and dormer window to the rear, additional external staircase to rear and car parking to the rear at 3-7 Church Street, Thorne for K and J Barley.

**RESOLVED: No observations.**

**iii) 16/00179/FUL**

Erection of 6 apartments on Land off West Street, Thorne for Woodside Homes.

**RESOLVED: Observation that there may be problems with the drainage and asked that the Clerk register the problems with Yorkshire Water.**

**iv) 16/00137/FUL**

Erection of 9 dwellings and associated parking on 0.22ha of land, Amenity Grass Area, St. Georges Close, Thorne for Rebrook Homes.

**RESOLVED: That Council's object on the grounds of over development and loss of open space.**

**v) 16/00195/FUL**

Erection of single storey pitched roof extension to rear of 67 Millfield Road, Thorne for Mrs T. Evans.

**RESOLVED: No observations.**

**vi) 16/00031/FUL**

Erection of grandstand at Miners Welfare Recreation Ground, Grange Road, Moorends for Thorne-Moorends Town Council.

**RESOLVED: That the Council's support for this application be noted.**

**vii) 16/00259/FUL**

Erection of conservatory to the rear of semi-detached building at 6 Oak Crescent, Thorne for Mr & Mrs Green.

**RESOLVED: No observations.**

**viii) 16/00243/FUL**

Erection of 15m high monopole and 2 cabinets and associated development to replace existing 11.5m high streetworks tower and cabinet at Telecommunications site, Marshland Road, Thorne for Mobile Broadband Network Ltd.

**RESOLVED: No observations.**

**ix) 16/00270/FUL**

Installation of 2 dipole antennas, one dish antenna, and equipment cabin and ancillary development including 2 GPD antennas and a fence extension at Communication Station, Hallam Castings, Coulman Road, Thorne for Arqiva Ltd.

**RESOLVED: No observations.**

**x) 16/00525/FUL**

Erection of single storey extension to rear of 66 Hawthorne Road, Thorne for Mr D Redshaw.

**RESOLVED: No observations.**

**xi) 16/00605 /FUL**

Erection of two storey extension to side of dwelling at 5 Garden Road, Moorends for Mr M.Skidmore.

**RESOLVED: No observations.**

**xii) 16/00624/FUL**

Erection of detached garage to rear of semi-detached bungalow at 14 Park Crescent, Thorne for Mr P.Bell.

**RESOLVED: No observations.**

**Appeal Decision Allowed for the following Planning application:****xiii) 14/00933/FUL**

Erection of 70 dwellings including ancillary works on approx 1.97ha of land North East of Industrial Park, King Edward Road, Thorne for Gleeson Homes.

Councillors noted that this sent out a significant message as it is located in Flood Zone 3.

**2860. FINANCE**

Consideration was given to the financial report to the end of Month 10.

The Clerk said that he had provided a year end forecast which showed a small surplus. This forecast should be considered as a revised budget for the year.

**RESOLVED: That the forecast expenditure be adopted as a revised budget for 2015-16**

**2861. ACCOUNTS PAYABLE**

Consideration was given to the Accounts Payable to 31<sup>st</sup> January 2016. Councillors asked the Clerk to look at the provision of security by Scamp Security.

**RESOLVED: That the Accounts Payable be approved.**

**2862. CEMETERY REGULATIONS AND MONUMENT REQUEST**

The Clerk reported that he had received a request for a non-standard headstone which is contrary to current regulations. A similar headstone has been installed in a Cemetery elsewhere in England. He reported that he had met the family and they have submitted their reasons for the request.

The Clerk commented on the request as follows:

1. The intention of the regulations is to limit “novelty” headstones to the children’s area of the Cemetery, not to allow painted headstones, and not to allow inscriptions on the rear. This proposal is contrary to these parts of the regulations.
2. Under normal circumstances decisions on headstones are taken by the administrative staff based on the approved regulations, though in a sensitive manner so that the families requirements are met as far as possible.
3. The intention of the regulations is to provide a set of standards across the Cemetery so that plot holders and their families have a reasonable idea of what will be permitted on adjacent plots. The difficulty with the regulations is that different families have different approaches to grieving so there is a need always to balance the rules against the individual needs of each family.
4. It is clear from the e-mail and the meeting I have held with the family that the approval of the design of headstone they have identified is very important to them.
5. However it needs to be recognised that other nearby plot holder families may not like the design. The proposal could also be seen as a precedent for similar headstones in the future.

The Clerk said that there are 3 options that the Council could consider:

1. Approve the headstone design
2. Propose an amended version, for example without a design on the rear, or largely non painted.
3. Refuse the headstone as contrary to the regulations.

The Clerk said that if the Council are minded to approve the design he would suggest that it should be due to the circumstances of this case with the current regulations remaining in force for future headstone proposals.

A vote was taken on the proposal that permission for the headstone in this case be approved as follows:

For the motion: Cllrs. C.Blackham, J.Blackham, S.Durant, M.Houlbrook and J.Phillips

Abstentions: Cllrs. A.Brookes and R.Walker.

**RESOLVED that:**

1. **The proposed headstone be approved**
2. **The Cemetery Regulations be reviewed and reported to a future meeting**

**2863. CHARGES**

**Cemetery Charges**

At Council on 26th January 2016 the issue of the 2016-17 Cemetery charges was considered, and a more detailed report was requested that takes account of charges being made by other nearby Cemeteries. The Clerk reported that he had undertaken a comparison of the main charges with a number of nearby Cemeteries.

From this information there are number of broad conclusions:

1. Doncaster MBC charges are higher than the Parishes
2. The differential charge for non-residents is much higher in other areas
3. Charges are variable – Thorne is neither the cheapest or the most expensive
4. Long term pre purchase is not offered in the other Cemeteries
5. Any changes to charges need to be considered from a service and financial perspective.

**Service**

The provision of a local Cemetery is an important and valued service for the community, with a subsidy through the precept both reasonable and legal. A level of subsidy increases the case for increased charges to non-precept payers.

The service is not just the provision of the plot and a burial, but also the long-term provision of a site and its maintenance over 100 years. There were 90 funerals in the Cemetery in 2014-15.

The Council have 2 members of maintenance staff who spend the majority of their time in the Cemetery on maintenance and grave digging etc. Administration and the maintenance of burial records is carried out by the office staff. Over a number of years the maintenance staff have been supported by prisoners, particularly in spring and summer when there is most work. Due to changes at the prison less workers have been available recently.

**Finance**

For 2016-17 the budgeted income for the Cemetery is £60,000, and expenditure £68,900, so there is a small subsidy through the Precept. Income is difficult to forecast in that it dependent on demand, but has been forecast on the basis of recent experience (it has fallen over the last 2 years).

No financial provision has been made for any repayment facility once the capacity of the current Cemetery is exhausted. Land adjacent owned by Doncaster MBC has been offered, but, despite reminders no land transfer has been completed.

Once the all the cemetery plots are taken the income will decline and would not cover long term maintenance costs, unless it is possible to begin to re-use plots. The government have considered allowing the re-use of plots once the deed expires. For Thorne Cemetery this would be 99 years. This arrangement is commonplace on the continent, but change is unlikely in the short term in the UK.

**Issues for consideration**

Issue	Comment and Recommendation
Length of Deed – some other Cemeteries offer shorter term deeds (50/75 years) on a reduced	At the moment, if a deed expires, nothing happens. This change may help create

price, which can be extended for a further fee. This would allow an earlier reuse if this becomes permitted, but would not apply to existing graves/ pre purchase plots.	capacity in the future, though only in a relatively small part of the Cemetery.
<b>Pre Purchase</b> – the pre purchase arrangement requires a premium payment over the new grave cost (£309 full; £202 reduced on 2015-16 rates). The alternative approach used elsewhere is for pre purchase to reserve a plot for 10 years (renewable), and to purchase the plot once required.	The introduction of a different pre purchase arrangement could cause confusion. However the current premium is fairly low and supplement of about 40% of the new grave charge was proposed
<b>Non Parish Charges</b> – there are currently about 1/3 higher, other than for internments. In other areas they are generally more than double. There represent around 10% of current activity.	These are low compared to other areas. A double rate, including internments was proposed
<b>Differential internment charges</b> – some areas charge more for deeper burial, making the first internment the most expensive. In reality the staff time similar, with the exception of rare occasions when ashes need to be buried deeper.	Not proposed, with the exception of ashes burials below normal ground level.
<b>Digging of graves by contractors</b> – some Cemeteries exclude grave digging as they have no trained staff. Undertakers are responsible for arranging this, with costs (typically £260) passed to their clients. Use of contractors would release some staff time.	It was proposed retaining the in house service, but generating increased income (though internment charges and the other suggested adjustments) initially to recruit a further Apprentice.
<b>Replacement Monuments</b> – there is currently no charge to replace a monument, though there is an administrative cost to the Council.	Proposed that a charge be made for any replacement monuments
<b>Cemetery maintenance</b> – it is becoming harder to source additional labour for peak periods. Stainforth Cemetery have taken on additional staff through an apprentice scheme to cover this.	he recruitment of a further apprentice proposed (see above)

A table of proposed revised charges was circulated.

**RESOLVED that:**

1. **The revised Burial Charges for 2016-17 be approved.**
2. **The recruitment of an Apprentice be agreed in principle with the detail to be reported back to a future meeting.**

**Hall Charges**

At Council on 26<sup>th</sup> January 2016 a report on the proposed hall charges for 2016-17 was considered. An analysis of the actual cost of providing the facilities was requested prior to considering changes to the current charges. The Clerk said he had revised the report to take account of this analysis.

An analysis of the actual hall costs was attached circulated. This gives an average cost of providing hall space at £23-10 per hour. In considering this analysis the following needs to be taken into account:

- The analysis is based on the recent experience of letting the buildings. An increase in the number of lettings would reduce the unit cost
- The costs do not include core administration costs
- The multi-purpose nature of most of buildings makes direct apportionment of costs to the area being hired out somewhat difficult, but I have allowed for this in the calculations.

Using the above figure, the current hall rates cover the following percentage of cost:

Rate	Weekday	Weekend
Standard	77.9%	95.2%
Intermediate	51.9%	69.3%
Community	26.0%	43.3%

The Clerk made the following observations to regarding these figures:

1. It is reasonable to use the precept to subsidise community activities. Part of the role of the Council is to offer facilities to precept payers at reasonable rates
2. A large increase in rates increased to attempt to improve cost recovery is likely to prove counter productive in that it would result in a loss of users.
3. The Standard rate is aimed at organisations with the budgets to pay the market rate. This is a low proportion of current bookings.
4. The Community rate has been frozen for a number of years, and is low. These form the majority of bookings.

In the light of the above analysis the Clerk said that he felt that there is a case for an increase and would recommend that Community Hall rates are increased by £2 per hour, and Community Room rates by £1 per hour from 1<sup>st</sup> April 2016.

Notwithstanding the above, daytime use is low, so he recommended a “frozen” weekday daytime rate Community Rate.

The revised charging structure agreed last year has generally proved successful providing more clarity and consistency. The standard rate is not a problem for the private sector, but bookings by others organisations have been lost as it is seen as too high. This could be dealt with by broadening the intermediate category to include all non-Thorne based voluntary and community groups and activity classes within this category.

A proposal was considered for revised charges for 2016 which shows a £2 increase in the rate for Community Halls, a £1 increase in the rate for Community Rooms, and amendments to the “Intermediate” definitions. These were agreed with the following amendments:

1. Activity classes in the “Intermediate” category be defined as non-private
2. The ages for the “Community” Rate recreational activities be changed to under 18’s and over 65’s.

**RESOLVED: That Room Hire rates be amended in accordance with the table from 1<sup>st</sup> April 2016.**

#### **2864. EVENTS 2016**

Proposed events in 2016 on Council owned sites and buildings are included in the table below. Events that are not organised by the Council will be subject to a formal agreement. Asterisked events will be subject to a charge. This matches arrangements in previous years. Non charged events must acknowledge the contribution of the Council.

A number of these events have not yet been confirmed, and all are subject to change.

Event	Lead	Date(s)	Site(s)
Queen's 90th Birthday Beacons	RBL	21.4.16	Coulman Pavilion and Sports Ground
1940's Weekend	TCG	7/8 5 16	Market Place
Pinders Circus*	Pinders		Welfare Ground
Thorne Fair*	Tubys	x.7.16	Wyke Gate Park
Brass Band Concerts	TMTC	4 Sundays	Memorial Park
Summer Concerts	Thorne Charity Events	25.6.16 and 6.8.16	Memorial Park
Moorends Gala	MWWG	9.7.16	Welfare Ground
Summer Fayre	Fayre Committee	30/31.7.16	Memorial Park
St John Ambulance	St John Ambulance	17.9.16	Memorial Park
Fireworks	TMTC	4.11.16	Welfare Ground
Remembrance Sunday	TMTC/ RBL	13.11.16	Memorial Park
Yuletide Fayre	Fayre Committee	3.12.16	Market Place
Xmas Light's Switch On	TMTC	3.12.16	Market Place
Moorends Xmas Concert	MWWG	3.12.16	Community Centre

A budget of £8,300 has been allocated to support events. This is broken down as follows, based on previous years 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

All expenditure would be subject to production of invoices and accounts.

A request has been received from the organisers of the 1940's event to support a Band concert in the Park to complement activities taking place in the rest of Thorne. This was not supported as it is contrary to the approved policy which limits the use of the Park for the summer months.

The Fireworks event is scheduled for Friday November 4<sup>th</sup> so that it does not clash with sports use on the Welfare Ground.

The Yuletide Fayre Committee requested that the Xmas Light's Switch On takes place on the Saturday evening so that it ties in with the Yuletide Fayre. It was agreed that retaining it as a standalone event was preferable as this better supported the town centre and its business activity.

#### RESOLVED

**1. That the following budgets to support 2016 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>

**2. The use of the Park in May for the 40's event not be supported as this is contrary to Council policy**

**3. The Christmas Light's Switch on event be held on Friday 2<sup>nd</sup> December**

#### 2865. FUNDING REQUESTS

The Clerk reported that he had received some recent requests for financial assistance. The Council does not have a grants budget but in view of the nature requests felt it appropriate that they were reported to Council.

**Cross of Nails**

The Clerk said that he had been approached by Friends of Doncaster Airgunners – Flightpath of Friendship Reconciliation for a contribution of up to £500 to cover travel costs, church costs and a reception for a Coventry Cross of Nails presentation on 17<sup>th</sup> April to which Councillors are invited.

**OAP Centre**

The Clerk reported that for a number of years the Council had paid £1,000 to the Thorne OAP Centre for the use of the toilets by Market Traders. This was funded through the Markets budget. Whilst this bought a service it also provided a valuable contribution to the OAP Centre funds with the turnover of the centre being around £8-9K per year. The OAP Centre have asked whether the Council would consider maintaining some support as it would help the centre's long term viability. They have provided copies of recent accounts to support this.

**Summer Charity Concerts**

Thorne Charity Events have asked for funding support to run 2 summer concerts in the Park on 25<sup>th</sup> June and 6<sup>th</sup> August. Each concert would cost about £600. Any proceeds from the concerts would be donated to local charities. Some similar events were held by the group last year.

**Moorends Allotments**

The Clerk said that he had received a request from Cllr Hennessey for the Council, to offer similar levels of support to Moorends Allotments as is offered to Thorne Allotments (rent electricity, water etc). The Town Council has no responsibility for these allotments, so any support could only be in the form of grant assistance. This has not been requested by the Allotments Association.

The Town Council has enquired in the past about an asset transfer of these allotments, but this suggestion was not agreed.

**RESOLVED: That the requests for funding be declined.**

**2866. NEIGHBOURHOOD PLANNING GRANT**

The Clerk reported that the final draft of the Neighbourhood Plan was nearing completion, and would be reported to Council prior to public consultation. There is an opportunity to apply for a further grant of up to £9,000 to help with the completion of the Plan. A successful grant application will reduce pressure on the Council's revenue budget in that the Neighbourhood Plan allocation may not be needed.

**RESOLVED: That the Clerk be authorised to submit an application for £9,000 to support the Neighbourhood Plan, and to defray expenditure on the Plan production if approved**

**2867. MOORENDS WELFARE GROUND****Pavilion Tenders**

Tenders for the Pavilion refurbishment had been opened on 2<sup>nd</sup> March. Some arithmetic errors had been identified with the lowest tender, which it was not possible to resolve prior to the meeting. The Clerk confirmed that Sport England were aware of the situation, and agreed to defer the item to the next meeting. The Clerk was also asked to advise on any additions to the scheme which could be considered through the anticipated Capital funding.

**Security**

It was agreed that this item be deferred to the next meeting.

**Land rear of Barnsley Road**

At Council on 25<sup>th</sup> January 2016 a report on the works to the lane at the rear of Barnsley Road was deferred for more information regarding the works carried out, and options for associated future work.

This strip of land is identified on old maps as a lane. The palisade fence round the sports fields runs on the playing field side of the lane. A number of years ago gates with pedestrian gaps were



erected at either end as there was a problem with motorbikes. The lane has become overgrown, though a footpath remains.

The Clerk acknowledged that some consultation should have been undertaken prior to the works being carried out.

#### **Access to Moorends Allotments**

The Clerk said that he had received a request from Doncaster MBC to tarmac the access track to Moorends Allotments which runs across land leased by the Council from CISWO.

The part of access track on Council leased land runs from the end of Park Road (which is adopted highway) to the allotments boundary (this land is owned by Doncaster MBC. Some improvements were previously carried out using planings, but tarmac would in DMBC's view provide a longer term solution.

The Clerk said that he could see no objection to the proposed works providing that Doncaster MBC take responsibility for any future maintenance of the track. Doncaster MBC are keen that these works are carried out in this financial year.

The Clerk said that when the previous works were carried out he had advised that Doncaster MBC should have a formal wayleave over this land. This would need to be agreed with CISWO as freeholder. Doncaster MBC have contacted CISWO regarding this matter, but the Clerk said he understand it has not yet been progressed.

#### **Resolved that:**

- 1. That the appointment of a Contractor to carry out the refurbishment of the Welfare Ground Pavilion be deferred to the next meeting.**
- 2. That the installation of an alarm system for the Welfare Ground buildings deferred to the next meeting.**
- 3. The Clerk investigate the costs for removing the mound and replacing the gate, and that the residents be consulted before any more work is carried out.**
- 4. Doncaster MBC be advised that the Council have no objection to tarmac the allotments access track on the basis that they take full responsibility for the work.**

#### **2868. WINNING POST**

##### **Asbestos**

At Planning and Amenities Committee on 8<sup>th</sup> December 2015 expenditure of £5,297+VAT was agreed to remove asbestos from a number of selected areas at the Winning Post, principally in the basement. The Clerk said that since this approval he'd had further discussions with the asbestos consultant, and felt that an alternative longer term solution is more appropriate.

He said that the majority of asbestos in the basement is on pipework that is now redundant since the installation of the new boiler. Whilst the majority is in reasonable condition and requires no immediate action it is susceptible to deterioration due to the damp environment in the basement. This is likely to lead to a need to remove further areas of asbestos in future years.

As an alternative the consultant has proposed removing all the basement asbestos in one go which would eradicate potential future problems in this part of the building. This is relatively straightforward as the redundant pipes including the asbestos can be removed. The costs are more expensive, with 3 quotes as follows:

£14,843.57+VAT

£16,438.08+VAT

£22,629.05+VAT

The Clerk said that whilst the alternative proposal costs an additional £9,547 it would eradicate a potential future problem. With the Council now committed to retaining the building in the long term it would reduce repair and maintenance costs in future years.

The Clerk said that expenditure can be met through the existing commitment and approved Repairs and Maintenance Budget next year. It would utilise a large portion of next year's budget, though a budget adjustment can be undertaken once this is a budget commitment.

Queries were raised regarding the need for any further asbestos work in the building, the names of the Contractors, and source of funding.

**RESOLVED: That this item be deferred to the next meeting for further information.**

### **Youth Club**

The Clerk said that the current agreement with the Youth Club lacks formality, and does not include for use of the Main Hall, despite this being regularly used and proposed introducing a formal agreement from 1<sup>st</sup> April 2016. The Youth Service have confirmed that they wish this to include the Main Hall.

The current annual payment is £5,008 pa. The future arrangement needs to be considered in 2 parts - the Youth Club area with exclusive use, and the Main Hall which is used for Youth Club Sessions (6pm-8pm Tuesdays, and 5pm-7pm Thursdays)

- Youth Club – the Clerk said he had recently received advice from the District Valuer that a reasonable rent for the Winning Post would be £75 per sq m. The usable area of the Youth Club is approximately 70 sq m (I have excluded the porch and toilets) which would give a rent of £5,250 pa.
- Hall Hire – the proposed Community Rate (which includes youth activities) is £8 per hour. At 4 hours per week over 40 weeks this would give a charge of £1,280pa. This allows for cancellations etc.

This would give a revised annual rent of £6,530

**RESOLVED: That the Youth Club Rent for 2016-17 be £6,530, and a formal agreement be put in place.**

### **2869. GLEBE ROAD ALLOTMENTS**

The Clerk said he had been approached by the Glebe Road Allotments Association with regard consent to erect new fencing and gates along the Allotments frontage. They will be seeking grant aid to fund these works.

Currently the fencing is concrete panel with metal gates. Their proposal is to erect 2.4m paladin fencing (the design used for the Cemetery boundary) and matching paladin gates. The gates would be set back to allow a vehicle to pull off the road prior to unlocking the gates.

The proposal would provide a high quality boundary fence which would be more secure than the current fencing. It would make the site visible from the road which will also help discourage theft and vandalism.

The fencing would require planning consent. If the application is submitted by the Council there is a 50% rebate on the fee.

**RESOLVED that:**

1. **Consent be granted for the Glebe Road Allotments Association to erecting 2.4m fencing and gates along the Glebe Road frontage**
2. **The Council submit the planning application for the works.**
3. **The Allotment Association be thanked for the work they have put into the improvement of the Allotments.**

### **2870. MARKET PLACE DAMAGE**

Councillors were aware that bollards and a part of one of the structures in the Market Place were damaged by a vehicle in December. The Clerk reported that the bollards form part of the adopted highway so are the responsibility of Doncaster MBC. He said that he had been advised that they will be replaced in the near future.

The damaged structure is the responsibility of the Town Council and consists of a raised area surrounded by a low stone wall, paved on the top, with one of the historic pumps in the centre. The pump is a Listed structure. The vehicle damaged about 1/3 of the structure with stonework being dislodged, but there was no damage to the pump. Some of the dislodged stone was retained and put into store. The feature has been checked by the Council's architect who considers that it is safe at the moment.

The Clerk said that following the damage he had sought quotations for the repair. The lowest quotation is £990+VAT and that he had submitted an insurance claim which is subject to a £100 excess.

The Clerk said that following the damage he was contacted by a number of Councillors who felt that the opportunity should be taken to remove the feature and relocate the pump. He said he had consulted Councillors on this suggestion, and had received mixed views. The Clerk said that in his view it would be sensible to undertake the repairs as this will improve the appearance of the Market Place. This does not prevent consideration of changes to the Market Place in the near future particularly when the Council has access to Capital funds.

**RESOLVED that:**

1. **The repairs to the Market Place feature be undertaken once the insurance is approved**
2. **A further report is prepared on the Market Place**

**2871. STANDING ORDER 1C - ADMISSION OF PUBLIC AND PRESS**

Consideration was given to the implementation of Standing Order 1C (exclusion of press and public) in view of the confidential nature of the business about to be transacted.

**RESOLVED: That Standing Order 1C be invoked due to consideration of a confidential matter.**

**2872. FINANCIAL ISSUES**

**1. Arrears**

At the Planning and Amenities meeting on 8<sup>th</sup> December 2015, a report on the arrears was deferred for further information regarding the equipment left by the previous tenant of the Park Cafe. This was deferred at the meeting on 21<sup>st</sup> January 2016 as additional information regarding this issue was requested.

**RESOLVED: That the Clerk would meet with the former tenant to discuss the issues.**

**2. Winning Post Flat Rent**

The Clerk reported that the rent paid by the Caretaker for the flat at the Winning Post had not been reviewed for some time. Currently it is £182 pcm which is inclusive of gas for heating etc. He said that he had consulted with the District Valuer who had advised that the rent is on the low side, but is reasonable as tied accommodation without the gas provision. However he agreed that an increase is justified to better recognise this utility cost, it was proposed that the rent be increased to £200 pcm from 1<sup>st</sup> April 2016.

**RESOLVED: that the rent for the Winning Post Flat be increased to £200 pcm from 1<sup>st</sup> April 2016.**

**3. Government National Living Wage**

The Clerk reported that the Government has introduced regulations which require all staff over 25 to be paid a "National Living Wage". This has been set at £7.20 per hour from 1<sup>st</sup> April 2016. The Council have 3 members of staff whose pay is below this figure.

The Clerk advised that the Town Council pay grades are set using national Local Government (JNC) rates. Grades currently below the "National Living Wage" are 5, 6 and 7 on this scale (1-4 have been abolished). A national pay offer has been made which proposed levels of increases to these lower pay scales which would have taken them above the "National Living Wage" (as well as other changes). However this pay offer has not been agreed, so will not be introduced on 1<sup>st</sup> April.

The Clerk said that there is a legal need for the Council to pay the minimum £7.20 ph rate from 1<sup>st</sup> April prior to the National pay award being finalised. This is best achieved by agreeing a minimum hourly rate of £7.20 ph from 1<sup>st</sup> April 2016 as an interim measure, with a further pay adjustment once the national rates are agreed. He said he would report further on the national agreement once this is finalised. He added that the cost of this interim measure is less than £1000 per year, and was allowed for within the budget.

**RESOLVED: That the National Living Wage of £7.20ph be paid from 1<sup>st</sup> April 2016 for relevant staff.**

### **2873. DELVES AND CANAL FISHING RIGHTS**

The Clerk reported that he had received a letter from the Chairman of the Thorne and District Angling Association which superseded his original report. The letter said that they had *'decided after much deliberation to hand the Fishing Rights back to Thorne Town Council ... Thorne and District will be handing back, the Delves, Cafe and Canal to the Council on 1<sup>st</sup> April 2016 also any monies and assets will be handed back to the Council once all monies paid for the month of March.'*

The Clerk said that this means that there will be no management and maintenance provided from that date.

The Clerk said that he had not yet fully analysed the financial and practical implications of this decision. He said that in his opinion the Council needed to consider the following options going forward:

- Directly manage the site and fishing rights – this would require the recruitment of staff to manage and maintain the site.
- Seek to find a new voluntary group to manage the site and fishing rights on a similar basis to existing.
- The Council take on site maintenance, but identify and voluntary group to manage the fishing rights
- The Council manage the Delves as an amenity area.

He said that the balance sheet supplied showed a small operating surplus for the financial year up to November 2015.

The Clerk said that the Anglers Association had advised him that the café will wish to continue. It would be sensible to offer a direct lease from 1<sup>st</sup> April 2016 for the Angler's Clubhouse (excluding the store) to ensure this continuity.

#### **RESOLVED that:**

- 1. Future arrangements for the Delves and Fishing Rights be considered at the next meeting, and that Mr Richardson be asked to assist / advise as consultant.**
- 2. The Café be leased to the current operator at a rent of £4,280, with provision for annual review.**
- 3. A letter of thanks be sent thanking the Angling Association for their work over the years.**

**End of Meeting**