

REPORT ON A MEETING OF THE POLICY, DEVELOPMENT, FINANCE AND STAFFING COMMITTEE HELD AT 7.00PM ON TUESDAY 10TH JULY 2012 IN THE ASSEMBLY ROOMS, THORNE.

Present: Cllr. M Houlbrook (Chair)

Cllrs. K Abell, J Blackham, A Brookes, G Derx, R S Durant, S J Durant, A Farrand, R Powell and R. Walker.

There was one members of the public present.

2012. APOLOGIES

Apologies were declared as follows:

Cllr. C. Blackham

2013. DECLARATIONS OF INTEREST

None

At this point the Chair welcomed Cllr Ron Powell to his first meeting of the Council.

2014. MINUTES

Consideration was given to signing the minutes of the Policy, Development, Finance and Staffing Committee meeting held on Tuesday 6th March 2012.

RESOLVED: That the minutes be signed.

2015. MATTERS RAISED BY THE PUBLIC

There were no matters raised by the public

The Clerk reported that the Trustees for the Doncaster United Eleemosynary Charity (which is managed by the Clerk) have donated the balance of funding (£362.79) to St John Ambulance. The Charity has now ben wound up.

2016. PLANNING APPLICATIONS

i) 12/01515/FUL

Erection of two storey pitched roof extension to rear of mid terraced house following demolition of existing conservatory at 107 Marshland Road, Moorends for Mr M. Coleman.

RESOLVED: No observations be made

ii) 12/01545/FUL

Erection of a single storey pitched roof extension to rear elevation of an end terrace property at 37 St Georges Road, Thorne for Mr D. Cawkwell.

RESOLVED: No observations be made

iii) 12/01597/FUL

Retrospective application for erection of two storey extension (approx. 11.2m x 12.1m overall) incorporating new offices, entrance, canteen and stores for The Real Yorkshire Pudding Company, Coulman Street, Thorne.

RESOLVED: No observations be made

iv) 12/01423/FULM

Erection of 80 bed care home on 0.4 ha of land at former Northfield School site, North Eastern Road, Thorne for Mr R. Singh (Sandstone Developments Ltd.)

RESOLVED: No observations be made

v) 12/01707/FUL

Erection of two storey pitched roof extension to side of semi-detached house at 28 Highfield Crescent, Thorne for Mrs D Reece

RESOLVED: No observations be made

2017. ACCOUNTS PAYABLE

Consideration was given to the Accounts Payable to 31st July 2012, Vouchers 82 to 104. A query was raised regarding photocopier costs. The Clerk agreed to investigate and circulate a response.

RESOLVED: That the accounts payable be approved.

2018. FINANCIAL REPORT

Consideration was given to the financial report prepared by the Clerk. The budget is largely on track, so there is no reason to amend the budget at this point, though a number of variances were highlighted. The Bank balance at the end of May was £278,130.

At the Planning, Environment, Amenities and Leisure Committee it was reported that the anticipated outturn for the Cemetery access improvements would be £26,137 which exceeds the capital allocation of £25,000. The Clerk recommended increasing the capital allocation to £26,500 to cover these costs, and any minor adjustments at final account stage. Unspent funds would remain within the capital reserve. If approved this would leave the capital reserve at £52,635.

RESOLVED: That the capital allocation for the Cemetery Access improvements be increased to £26,500

2019. STANDARDS AND DECLARATIONS

A report on Standards and Declarations was considered. The regulations that define Disclosable Pecuniary interests have now been issued. The Monitoring Officer at Doncaster MBC is responsible for maintaining the Register for Town and Parish Councils. Doncaster MBC has advised that an Interests template form will be circulated within the next 2 weeks. They will also issue their proposed Code of Conduct at the same time.

As the requirements for Declarations of Interest have changed there will be a need for all Councillors to fill in and sign the new form. The legislation gives 28 days for compliance. As the new arrangements came into force on 1st July in theory all forms would need returning by 28th July. However in view of the short timescales it is unlikely that any immediate enforcement action would be taken. In the medium term failure to declare Interests has been made a criminal offence.

Once completed the Register of Interest will to be posted on the website.

RESOLVED: That this report be noted

2020. USE OF BUILDINGS BY AUTISM PLUS

A report was considered regarding the use of 2 Council buildings.

Autism Plus are looking for premises to carry out their activities and have expressed interest in the use of 2 Council buildings. To meet their service requirements they would wish to occupy the premises from September 2012.

Autism Plus is interested in a long lease on Coulman Bungalow for a respite service for predominately Doncaster service users. The service would provide 24 hour care for people with autism and learning disabilities. If Autism Plus leased this building they would become responsible for all running costs (e.g. utilities, rates etc). Their preference would be for the Council to retain responsibility for the building fabric. This would need acknowledging in the lease terms. If Autism Plus took on the building they have identified the following works that would be required:

- a. Repair and re-decoration. The large rooms would become a day room, and the other rooms would be used as bedrooms.
- b. A new kitchen and bathroom, including shower facilities
- c. Conversion of the second kitchen into a staff office/ sleep in room.
- d. Replacement of external doors
- e. Fencing of outdoor area. Autism Plus would wish to use this as a recreation/ activity space for their users.

Autism Plus has indicated that they would be prepared to carry out the works that are specific to their use, but would expect the Council to carry out the basic works on the building. This would need to be subject to further detailed negotiations should the Council agree to the principle of a lease. No cost estimates have been developed so far for these works. Planning consent would be required for the change of use, and for a fence.

The District Valuer has given advice with regard to lease terms.

This was seen as a positive use for the building, but concerns were expressed about the request for capital investment, and about the length of lease. It was agreed that further negotiations were needed before a final decision could be taken.

Autism Plus is interested in the long-term hire of Moorends Community Centre for day-care activities. This would be in the form of a long-term agreement with a 6 month notice period on either side. They would wish to use the building from 8am to 4pm – outside the hours the building would continue to be available for other uses. They would wish to use the former bar area which would require refurbishing, and the removal of the interior walling, and would require the refurbishment of the gent's toilet which was a priority identified in the conditions survey. This would cost in the order of £10K, and would benefit other users.

Autism Plus have been given indicative costings for the use of the building based on the Council's normal hire rates, with a discount for long term hire. This would provide an income of c£10,000 pa.

Concerns were raised about the capital works required, impact on Community Use, and being tied into a long-term agreement. It was agreed that further negotiations were needed before a final decision could be taken.

RESOLVED that:

1. The lease of Coulman Bungalow to Autism Plus be agreed on the basis of the terms proposed by the District Auditor, subject to detailed negotiations delegated to the Town Clerk in consultation with the Chairs of the Policy, Development, Finance and Staffing and Planning, Environmental, Amenities and Leisure Committees, and then subject to the approval of Council
2. The Clerk, in consultation with the Chairs of Policy, Development, Finance and Staffing and Planning, Environmental, Amenities and Leisure Committees be authorised to have further discussions with Autism Plus regarding the hiring of the Community Centre, and report back to Council

2021. ASBESTOS AND LEGIONELLA SURVEYS

Asbestos and Legionella Surveys have recently been carried out on all the Council's buildings. No immediate problems have been identified but appropriate management arrangements need to be put in place.

For asbestos this requires appropriate health and safety measures when any works are undertaken on the building.

For legionella regular testing will be required. Following training over the next 12 months, this will be carried out in house.

RESOLVED: That this report be noted

2022. TREES IN MEMORIAL PARK AND THORNE CEMETERY

A Tree Survey had been undertaken on the trees in the Memorial Park and Cemetery. The report highlights a number of high risk trees where action is essential. In many

cases these are dead or diseased. Action on these is essential for Health and Safety reasons. Other trees are identified as medium risk. In these cases mainly pruning is recommended. A specification will be drawn up with the assistance of the Consultant allowing quotations to be sought.

The consultant was specifically asked to look at the trees in the Cemetery which were causing the pathways to lift. He has advised that these roots can be safely pruned, allowing a flat path to be provided, though felling remains an option. This will be discussed further with the tree consultant and quotations sought with options to allow decisions to be made at a future Council meeting.

The report also recommends replanting, especially in the Park. It was agreed that this should be considered separately following the removal of the unsafe trees.

The survey will be reviewed on a yearly cycle to meet Health and Safety obligations.

RESOLVED that this report be noted

2023. PROPOSAL TO FEDERATE THORNE BROOKE PRIMARY SCHOOL AND MARSHLAND PRIMARY SCHOOL

It was reported that a consultation regarding federation was underway, and that an invitation had been offered for a Council representative to attend the next joint governors meeting. Cllr Powell and Cllr Houlbrook or Cllr S Durant agreed that they would attend.

The Clerk was asked to request a representative to attend the next meeting to allow it to be discussed by Councillors.

End of meeting