



Clerk to the Council

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MINUTES OF THE MEETING OF THE TICKHILL TOWN COUNCIL

TUESDAY 25th MARCH 2025

THE PAVILION, TITHES LANE, TICKHILL. DN11 9QN

Present: Cllrs K Rochard, C Taylor, S Patel, M Bycroft, A Johnson, I Smith

Chair: Cllr Walker

In Attendance: Clerk, RFO and Admin Support Officer

Members of the Public: 7

WELCOME The Chair opened the meeting and welcomed Cllrs, and members of the Public to the meeting.

PUBLIC MEETING FOR MATTERS RAISED BY THE PUBLIC (15 MINUTES MAXIMUM)

- A member of the public inquired about the allocation of the 6% increase in the precept. An explanation was provided including the exceptional legal costs incurred and the necessary expenditure on new IT equipment and solutions. The budget report is available for review on the Council's website.
- A member of the public enquired about the pond on the land off the Paddocks and the natural spring mentioned in previous meetings. There is a natural spring and once the ownership of land is transferred from City of Doncaster Council to Tickhill Town Council some of the 106 monies will be used to restore the pond and natural spring.

MINUTES OF THE MEETING 25.03.2025

The meeting started at 7:00pm

183.25a TO CONSIDER APOLOGIES FOR ABSENCE GIVEN IN ADVANCE OF THE MEETING

Apologies were received from Cllr B Cooper no apologies were received from Cllr W Brookes

183.25b TO CONSIDER APPROVAL OF REASONS GIVEN.

RESOLVED: Reasons for apologies were approved

184.25 DISCLOSABLE PECUNIARY INTERESTS OR AMENDMENTS AND APPLICATIONS FOR DISPENSATION. None

RESOLVED: To note that there were none

185.25 APPROVAL OF THE DRAFT MINUTES FROM THE MEETING ON 25th FEBRUARY 2025.

RESOLVED: That the minutes are a true and accurate record of the meeting.

186.25 DONCASTER WARD BOROUGH COUNCILLORS REPORT

Ward Cllr M Greenhalgh gave the following updates

- Ward Cllr Greenhalgh informed the Council that he has identified and spoken to the owner of the fields where Tickhill Juniors play. The owner has agreed to allow a temporary

structure to be placed for toilet facilities. As the structure is not permanent, no planning permission is required, and it will be funded by the Ward Councillor's grant.

- A meeting took place with Ward Cllr Greenhalgh and a representative from the Asset team at City of Doncaster Council (CDC) to discuss the potential location for a Duck Feeder. CDC is currently evaluating the feasibility of installing it near the bollards by the old Millstone Public House building. It is hoped the installation will be completed before the Easter break, in time for the arrival of visitors.
- Cllr Greenhalgh requested a meeting with Cllr Taylor to discuss the National Flood Management Plans (NFM).
- Reports have been received regarding parking on grass verges by residents. Ward Cllr Greenhalgh will meet with the new enforcement officer to explore possible actions.
- Tickhill Library has made a request for a grant to cover the servicing of the clock on the library building, as City of Doncaster Council will no longer provide this service.

RESOLVED. That the updates be noted

187.25 LEGAL

The library has reported that there may be excess funds from the grant, as the actual costs may be lower than initially estimated. A discussion followed, and the Council agreed that they were supportive of the library using the excess funds for the benefit of local children.

RESOLVED That the Clerk contact the library and report the decision.

188.25 PLANNING MATTERS (Appendix 1)

189.25 PROGRESS REPORTS FROM

189.25a CHAIR

- There is no documentation to indicate that the Annual Parish Meeting has been held in previous years, although it is required by law. The meeting will provide an opportunity for groups who have received grants to report on how the funding has been spent, as well as community groups to share updates on their activities.
- Residents have contacted the Council to express concerns regarding the proposed housing development on the site of the former Maltby Colliery.
- A major housing development has been approved on Bawtry Road which runs from the junction at the Miller and Carter Pub to the Mount Pleasant.
- A meeting has been organised with the Design and Conservation officer for CDC to begin the process of valuing the Buttercross to ensure adequate insurance cover and ascertain any remedial work required. As part of the meeting, the war memorial and war graves will be considered for professional cleaning.
- The Chair wished to acknowledge and thank Cllr Patel for his efforts in researching the Youth Club.

RESOLVED That the updates be noted

189.25b CLERK

- PAT Testing has been carried out a full report will follow
- Fire Extinguisher servicing completed, a report and certificate have been issued. The fire blanket and one fire extinguisher were replaced.
- Research has been conducted on fire risk assessments and evacuation plans to ensure compliance with the Regulatory Reform (Fire Safety) Order 2005. Advice has been sought from South Yorkshire Fire Service and the National Fire Chiefs Council (NFCC).

- The parks and playgrounds in Tickhill do not currently meet the criteria for upgrade or renovation. The strategic asset management team are looking into the possibility of an area of the recreational ground being leased to Tickhill Town Council and will advise the Clerk on progress. Something similar has been done in Rossington Parish Council so this is feasible. City of Doncaster Council (CDC) have advised if a lease was to be drawn up, the maintenance of the land and any play equipment would be the responsibility of Tickhill Town Council and Tickhill Town Council would need to satisfy CDC that the relevant weekly checks were being carried out by a competent person. Cllr Patel requested information on when CDC are due to carry out the checks to facilitate a meeting

RESOLVED That the update be noted. Cllr Johnson will find out the date of the next planned CDC site visit, and the Clerk will engage NFSS to conduct the Fire Risk Assessment and obtain a digital version of the revised evacuation plans to be prepared.

189.25c COUNCILLORS There were no progress reports from Councillors.

RESOLVED: To note that there were no updates

190.25 FINANCE (Appendix 2)

190.25a Invoices were circulated and considered for payment. A query was raised on the invoice from City of Doncaster Council for commercial rates being charged on the car park.

RESOLVED that the invoices provided were approved for payment but that payment of the invoice for commercial rates for the car park is withheld until resolution of the current matters are satisfactorily progressed. The Deputy Chair signed the bank statements presented by the RFO for reconciliation.

190.25b To consider the investment options circulated by the Finance Committee.

To spread the Council's £85,000 risk, it was proposed to diversify council funds across multiple options, reducing exposure to any single investment. It was proposed to maintain the working fund in the HSBC account, invest £50,000 into a High Street current account with access to MoneyMarket, and invest £50,000 with CCLA after considering the expected return and the council's liquidity. A discussion followed, and a vote was taken by show of hands for the CCLA investment, with 5 in favour and 2 against.

RESOLVED: £50,000 will be invested with CCLA by the RFO. The Finance Committee and RFO will provide the full council with a quarterly review of the investment and that the Finance Committee will explore alternative High Street current account options with access to MoneyMarket for consideration.

191.25 CORRESPONDENCE (Appendix 3) received and circulated to town councillors

RESOLVED: That the correspondence be noted

192.25 REPORTS

192.25a TO RECEIVE UPDATES FROM COMMITTEES/REPRESENTATIVES there were no updates

RESOLVED To note there were no updates

192.25b TO RECEIVE UPDATES ON NEIGHBOURHOOD PLANNING. A final draft plan has been received from the consultant late this afternoon.

RESOLVED That the Clerk will contact the consultant to confirm whether the final plan is ready for submission to CDC.

193.25 PAVILION TO RECEIVE UPDATES.

The two fire exit doors and the plant room door have been replaced in the gable end. The

alarm contacts need to be reconnected, and the final windows will be replaced this week. A new board and alarm upgrade to allow more users and a louder alarm sounder in the rear meeting room are required and calculated in the budget. The trophy cabinet has been removed, and the main function room has been re-decorated. A leaking pipe was reported in the plant room, which has been isolated, and a plumber is scheduled to visit. If the leak is due to faulty pipework installed by the Bowling Club, the cost will be charged to them. Letters have been sent to all hirers to notify them of the increased hire rate, as agreed in February 2024. Signed keyholder agreements have been received from the 9 keyholders of the bowling club. The running club has requested use of the toilet facilities and the front room once renovated, and the rear meeting room outside of the bowling season until the renovations on the front room are completed and is ready for hire.

RESOLVED That the updates be noted and the Clerk will contact the electrician, order additional keys for the meeting room, and arrange the terms and conditions of hire at £500 per annum for the running club. A keyholder agreement will also be sent to the running club.

194.25 CAR PARK, LAND OFF THE PADDOCKS AND ALLOTMENTS: to receive updates on the transfer of ownership from City of Doncaster Council and the commercial rates for the car park for 2023/2024.

A discussion took place regarding the rates charged for the car park and the Council's inability to generate revenue as they do not own the land due to an administrative error acknowledged by CDC. It was noted that the council believe the car park should not be subject to commercial rates, the invoice for commercial rates will be withheld and Tickhill Town Council will consider seeking a refund for the previous four years. There has been no update on the transfer of land off The Paddocks and the associated 106 monies or the allotments.

RESOLVED: The Chair will send a copy of the report, highlighting the administrative error, to the RFO. Cllr Taylor will request that the solicitor write to CDC to query the invoice for commercial rates, including the reason for withholding payment. The solicitor will also be asked to follow up on the 106 monies, which are believed to have been paid to CDC.

195.25 EVENTS

195.25a VE DAY 80th May 2025 – BEACONS & LAMPLIGHTS OF PEACE AND COMMUNITY EVENT

Cllr Cooper has been working diligently to establish additional contacts and confirm details for the event, providing regular updates to the Clerk. The VE Day flag has been ordered, and the Clerk has met with Harworth Brass to confirm their requirements and discuss the music selection. Harworth Brass will provide their own risk assessment and proof of insurance to the Clerk. The Clerk will conduct a risk assessment for the event and share it with all parties involved to ensure compliance.

RESOLVED To note the progress made by Cllr Cooper in organising the event, and that the Clerk will carry out a risk assessment for the event and distribute it to all involved parties to ensure compliance. The Clerk will investigate the possibility of grant funding for the event from the Community Wealth Builder.

196.25 AWARDS & MEETING THE NEEDS OF THE YOUNGER COMMUNITY: To receive an update.

Cllr Patel expressed disappointment at the low community turnout for the two consultation evenings held as part of his research into the need for a Youth Club in the community, although the lack of attendance was not unexpected. The first meeting had no attendees, while the second meeting was attended by only one member of the public and two reform candidates, who aimed to engage with attendees. Upon reflection, it was noted that

Facebook may not be the ideal platform for reaching the target demographic, although in addition posters and flyers were distributed in local shops and leaflets handed out to the intended audience at school bus stops. A discussion followed regarding the potential for this initiative to be taken over by a Community Interest Company (CIC), with potential funding options. As some funding has already been allocated in the budget, the Council will explore the possibility of using it to support several summer events.

RESOLVED: That this item be added to a future agenda for further discussion.

197.25 INSTALLATION OF DUCK FEEDERS AT THE MILL DAM: An update was given by Ward Cllr Greenhalgh in his Doncaster Ward Borough Councillors report.

RESOLVED: That the update be noted.

198.25 ENVIRONMENT

198.25a TRAFIC/HIGHWAYS There were no updates

RESOLVED To note that there were no updates

198.25b COMMUNITY SPEED WATCH: TO RECEIVE AN UPDATE. All CSW Correx signs are now in place. In March, 104 vehicles were checked, with 15 exceeding the speed limit. One incident of abuse was reported, and the owner of the vehicle will receive a warning letter from South Yorkshire Police (SYP) regarding their conduct. The letter will inform them that if they approach any of our groups again, SYP will consider it an offence under Section 4A of the Public Order Act 1986. The Head of Safety Cameras at SYP is scheduled to meet with CDC on Thursday 27th March to reaffirm South Yorkshire Police stance on signs as all parties have acknowledged there has been misunderstanding between SYP and CDC and within CDC.

RESOLVED That the update be noted

198.25c EV CHARGING POINTS: To receive updates. There were no updates.

RESOLVED To note there were no updates.

198.25d National Flood Management (NFM) To receive updates.

The NFM was a scheme planned in 2021, the aim of which is to slow the flow of water through the Paper Mill Dike catchment, reducing the flood risk to properties affected during the 2019 flood event. These locations have been appraised for various options through a modelling and feasibility study. The scheme is intended to deliver a NFM solution along Paper Mill Dike at Tickhill, which includes the implementation of water storage areas and leaky dams to 'slow the flow' of water, as well as the re-naturalisation of the watercourse. This is a novel approach to flood risk management by embracing the 'nature-based approach' instead of the conventional hard engineered solutions, however it is currently on hold due to a lack of appropriate funding. Ward Cllr Greenhalgh has requested a meeting with Cllr Taylor to discuss the NFM.

RESOLVED Cllr Taylor will update the council following the meeting and that the Clerk publish the plans on the Tickhill Town Council website following the meeting.

199.25 QUARTERLY LIAISON MEETING WITH CITY OF DONCASTER COUNCIL 5th MARCH 2025

Minutes of the meetings are now recorded with action points which will be made available to residents on the council website.

RESOLVED Clerk to issue the minutes for publication on the Tickhill Town Council website.

200.25 ANNUAL PARISH MEETING to consider the date for the Annual Meeting of the Parish.

This is the Annual Parish Meeting, which is a legal requirement for all Parishes, regardless of whether they have a Council. It is entirely separate from the Annual Council Meeting, though

both can be held on the same evening. There is no documentation to evidence this has been held in previous years. A discussion took place regarding the date for both the Annual Parish Meeting and the Annual Council Meeting, and a new date of 13th May has been set.

RESOLVED: The Annual Parish Meeting will be held on 13th May 2025 at 6pm, followed by the Annual Council Meeting. The date change of the Annual Council Meeting will be ratified at the April meeting.

201.25 FLAG FLYING DATES: St George Day 23rd April

RESOLVED that the St Georges Cross will be flown by Cllr Johnson

202.25 MEMBER ITEMS FOR THE NEXT AGENDA.

There was a member request for the war memorial and war graves to be added to the April agenda to discuss the possibility of cleaning and maintenance.

RESOLVED That the item be added to the April agenda.

The meeting concluded at 8:34 pm

203.25 STAFFING CONFIDENTIAL

There was no request for a staffing meeting

RESOLVED that there was no requirement for a staffing meeting.

Date of the next meeting	22 nd April 2025
	6:45pm
	The Pavilion,
	Tithes Lane,
	Tickhill, DN11 9QN

Minutes approved by

Cllr P Walker
Chair – Mayor

22nd April 2025