

MINUTES OF THE MEETING OF TICKHILL TOWN COUNCIL

TUESDAY 24th JUNE 2025 7pm

THE PAVILION, TITHES LANE, TICKHILL DN11 9QN

Present: Cllrs M. Bycroft, D. Cartwright, P. Thomas, B. Cooper, S. Foster, S. Patel

Chair: Cllr A Johnson

Clerk: Maxine Gravill

In Attendance: Admin Support Officer

Members of the Public: 5

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)

Public Comment – Wilsic Road Site and Adjacent Land

A member of the public raised concerns regarding the former travellers' site on Wilsic Road, which has remained vacant for two years and has since become a persistent fly-tipping hotspot. Initially used to dump roofing materials, the site has seen an escalation in waste, including furniture, mattresses, metal, and general refuse.

The resident noted that City of Doncaster Council (CDC) did not seek costs at the final appeal hearing—presumably due to concerns over recoverability—despite the substantial ongoing expenditure, including weekly monitoring by the fly-tipping team. The local community continues to assist by reporting offenders with photographic evidence and vehicle registration details, but the issue remains unresolved.

It was also highlighted that the site previously had no access, but the travellers altered the roadside bank to create an entrance, which CDC had deemed unsafe. The resident suggested that CDC could clear the site and place a charge on the land and reinstate the bank or install a drainage ditch to deter further tipping. The speaker also referenced concerns about adjacent land (Appendix 4), which is divided into four areas:

- **Area 4** contains a stable, various derelict structures, a persistent burn area, and houses several animals. A white van with removed registration plates has been parked there for eight months despite the area being classified as agricultural land.
- **Area 3** appears unused.
- **Area 1** has seen the recent appearance of large quantities of bark chippings and wooden discs, regularly delivered by a van marked "Nolan's Tree Services," raising concerns that the land is being used as an unauthorised wood yard or tipping site.

The resident requested clarification on whether these activities require a change of use application and sought Council intervention.

Public Comment – Pavilion Car Park Access

A member of the public raised concerns about irresponsible parking in the pavilion car park, where vehicles frequently block the pedestrian access from the recreation field. They requested that the area be marked with yellow hatchings to prevent parking and ensure safe pedestrian access.

RESOLVED that the Parish Council will refer both matters to the City of Doncaster Council and include them on the agenda for the forthcoming liaison meeting.

58.25 TO RECEIVE APOLOGIES GIVEN IN ADVANCE OF THE MEETING AND TO CONSIDER APPROVAL FOR REASONS GIVEN FOR ABSENCE

Apologies were received from Cllrs C. Taylor & I. Smith (reasons provided to members)

RESOLVED That the reasons for absence be approved

59.25 TO RECEIVE ANY DECLARATIONS OF INTEREST NOT ALREADY DECLARED UNDER THE COUNCIL'S CODE OF CONDUCT OR MEMBERS REGISTER OF DISCLOSABLE PECUNIARY INTEREST. TO RECEIVE AND CONSIDER ANY APPLICATIONS FOR DISPENSATION

None

RESOLVED to note that there were none

60.25 TO APPROVE THE DRAFT MINUTES OF THE MEETING ON 27TH MAY 2025.

RESOLVED That the minutes are approved as a true and accurate record of the meeting

61.25 DONCASTER BOROUGH WARD COUNCILLORS REPORT

Ward Councillor Jackie Dudley gave the following report

- The hedges and trees on Common Lane had now been cut by Doncaster Council to head height.
- Resident complaints continue to be received about the overfeeding of the birds on All Hallows. No progress has yet been made.
- A complaint has been received regarding the condition of the lowered curb on Castlegate which will be raised with Doncaster Council.

The following update was read out by the Chair on behalf of Ward Councillor Martin Greenhalgh who was unable to make the meeting. An e-mail has been received from the legal team at Doncaster Council, It appears the site identified to place the duck feeder at the Mill Dam is unregistered land which is managed by Street Scene, so this is looking very positive for placing the duck feeder.

RESOLVED that the updates be noted

62.25 LEGAL: to consider the following documents & policies

- a) Updated Asset Register The council reviewed this document and approved it as up to date and fit for purpose
- b) Fire Evacuation Policy – a request was made to include the evacuation drawing in the policy.
- c) Payroll Controls & Approval Policy – the policy was reviewed by members and approved as fit for purpose
- d) Press & Media Policy - the policy was reviewed by members and approved as fit for purpose
- e) Co-option Policy there were requests to include social media and website to section 1 of the policy and amend the wording of section 6 to clarify the voting process when there are more candidates for co-option than vacancies.

RESOLVED That the above documents and policies be adopted, and that the requested amendments to the Fire Evacuation Policy and Co-option Policy be made and the amended policies presented for consideration at the July meeting.

63.25 PLANNING MATTERS (Appendix 1)

RESOLVED That the planning was circulated to all members and comments made on the appendix

64.25 PROGRESS REPORTS FROM

- a) **Chair – to receive updates**

The Chair reported attending the YLCA South Yorkshire Branch Annual Meeting on 18th June, accompanied by the Clerk. Guest speakers included the Deputy Mayor for Policing and Crime and Doncaster's District Commander, Chief Superintendent Peter Thorpe who raised several informative points and statistical insights relating to community engagement. Much of the meeting focused on the proposed solar panel farm near Conisborough, several representatives from other parish councils expressed their concern at the lack of community engagement and police presence in their respective Parishes. The Council expressed its intention to re-establish local engagement meetings between communities and the police and will be pursuing this further.

RESOLVED that the updates be noted.

b) **Clerk – to receive updates**

- The replacement anti-vandal polycarbonate panels for the public noticeboard have been ordered and are ready for collection.
- The City of Doncaster Council (CDC) enforcement team has visited the former travellers' site to take updated photographs and assess the current condition. The site has partially rewilded, except for areas affected by fly-tipping. The Local Planning Authority does not intend to take further action; however, Environmental Health has an open case concerning the waste deposits.
- Following the previous meeting, it was confirmed that Snow Wardens operate on a voluntary basis, approved by CDC after completing an induction. While several individuals have expressed interest, CDC is unable to provide their contact details due to GDPR regulations. As a result, this information has been removed from the Tickhill Town Council website. An overview of the scheme was included in the agenda pack for members.
- The Clerk attended a YLCA training webinar on managing community and parish halls. The session highlighted several areas the Council needs to review and consider, which will be added to future agendas.
- The current contract with the Council's electricity supplier is due to end on 30th July 2025. The Clerk is currently researching alternative suppliers to determine the best available options.

c) **Councillors – to receive updates**

Councillor Matt Bycroft provided an update following his recent visit to Tickhill Alpacas in anticipation of the re-submission of planning application 21/03404/FUL. The application concerns a proposed agricultural dwelling to support the alpaca breeding operation. Councillor Bycroft outlined that while temporary permissions are typically granted for three years to assess viability, several issues have delayed progress:

- The original application was not determined due to administrative delays and staff changes at City of Doncaster Council (CDC).
- CDC's previous agricultural assessment concluded the original plot was too small to sustain a viable enterprise. Since then, the business has expanded and now has four years of accounts filed with Companies House, supporting its viability and additional adjacent land has been acquired to increase grazing capacity, addressing earlier concerns.
- The site includes a cabin used for accommodation, currently without planning permission. However, no enforcement action has been taken, and the owners have maintained contact with the enforcement officer. Although development proceeded without formal approval, the owners have demonstrated a responsible approach and now run a viable enterprise contributing to the local economy and providing services such as SEN short breaks via CDC contracts.
- The yurts previously mentioned are confirmed to be on the Tickhill Alpacas site, not the neighbouring Hillside site. They are certified for camping outside the planning system and permitted to have up to 10 units with no restriction on occupancy days.

Given the circumstances and the business's development, Councillor Bycroft recommended the Council express its support for the anticipated application, subject to the following conditions:

- Occupancy of the dwelling to be restricted to individuals employed in the operation of the alpaca business (agricultural occupancy tie).
 - The dwelling must retain its current structure and not be replaced by a permanent residential building
- Cllr Bycroft raised a general concern regarding the lack of enforcement action by the CDC. He noted that there are currently three open enforcement cases on Hindley Lane, none of which appear to be progressing or being actively addressed.

RESOLVED that the update be noted and that the Clerk notify City of Doncaster Council (CDC) and Tickhill Alpacas consultant of its intention to support the forthcoming application from Tickhill Alpacas, subject to the conditions outlined above. The enforcement is on the agenda for discussion at the CDC Liason meeting on 2nd July 2025.

Cllr Patel informed the Council that he and Cllr Thomas have scheduled a visit to St. Mary's School to meet with the Headteacher and the Mayors from both St Mary's and Estfeld schools to discuss youth engagement initiatives. An update will be provided to the Clerk immediately following the visit.

65.25 FINANCE

- a) To approve invoices received and circulated – (Appendix 2).

RESOLVED That the invoices be approved for payment

- b) To receive an update on the transfer of reserves into Hinckley & Rugby savings account

Following the resolution at the meeting on 27th May 2025 (item 46.25a) the Clerk reported that the transfer of £50,000 to Hinckley & Rugby was now complete.

RESOLVED that the update be noted

- c) To consider the date of the Finance Committee meeting

Several dates were considered, and the 29th of July was agreed, subject to the availability of Cllr Taylor, Chair of Finance.

RESOLVED that the Clerk confirm Cllr Taylors availability

66.25 CORRESPONDANCE RECEIVED AND CIRCULATED TO COUNCILLORS. (Appendix 3)

The email from ESP IT provider offering IT support package was discussed

RESOLVED that the correspondence has been received and that the Clerk request a detailed quote from ESP for IT support to see if this is something the council would like to consider.

67.25 REPORTS: to receive the following updates:

- a) Committees/Representatives

Cllr P. Thomas informed the Council that she has submitted her details and is now registered as a representative on the Parish Room Committee. It was noted that the former Chair, Peter Walker, remains an active member of the committee. However, it is a legal requirement for a serving councillor to be represented on the committee, which Cllr Thomas now fulfils.

- b) Neighbourhood Planning – to receive an update

Following a meeting with the planning consultant, the advice received was to retain the existing adopted plan unchanged due to the current uncertainty surrounding the forthcoming government review of the National Planning Policy Framework (NPP) Instead of revising the full plan, it was recommended to supplement it with additional elements, including the Design Code, Housing Needs Assessment, and Local Character guidance—areas we understand CDC is already comfortable with. Furthermore, it was recommended we include the proposals for Local Green Spaces and a defined Commercial Structure. These elements may present challenges with CDC and to facilitate this, a face-to-face meeting will be arranged between CDC Planning, Tickhill Town Council and the consultant.

RESOLVED that the update be noted

- c) To consider the proposal put forward by the planning consultant:

To leave the adopted plan unchanged but with the following elements bolted on: design code, housing needs document local character buildings, local green spaces and defined commercial structures

RESOLVED: That the Council accepts the recommendation of the planning consultant and that the Clerk is instructed to contact the consultant to facilitate a face-to-face meeting with CDC Planning.

68.25 PAVILION:

To receive an update

- Updated evacuation plans have been displayed throughout the building. In accordance with the fire risk assessment, heat detectors have been replaced with smoke detectors. Both the alarm system and CCTV have been upgraded and serviced.
- Fire action signs and escape door signage have been ordered, along with a lockable cabinet to store the required safety logbooks, measurements have been taken for the installation of a bumper rail to

prevent scuff marks on the entrance wall, where chairs for parents are usually placed when waiting for classes to finish.

- A plumber has installed a mixer tap in the rear meeting room to reduce the water temperature at the handwashing outlet to prevent the risk of scalding. "Caution: Hot Water" signs will be installed at outlets designated for food preparation and washing. Once signage is in place, the hot water temperature will be increased to comply with Legionella safety regulations.
 - A new hirer has been sought so the pavilion is now almost at full occupancy once again.
 - The emergency lighting currently lacks test points, which are required for monthly testing.
- a) To consider the quote circulated for emergency lighting work

RESOLVED: That the Council approved the quote circulated for the emergency lighting test points and that the Clerk will engage the contractor to proceed with the necessary remedial actions to ensure compliance with safety regulations

69.25 ST MARY'S CAR PARK:

To receive an update on the transfer of land from CDC to Tickhill Town Council

As requested by Cllr Taylor at the May meeting, Tickhill Town Council's solicitor has been requested to clarify the use of the term "*silent*". Follow-up enquiries were made on 13th and 20th June, but no response has been received to date. It is understood that CDC is seeking for Tickhill Town Council to assume ownership and responsibility for all boundaries, including those not currently under CDC's jurisdiction.

RESOLVED that the update be noted and that the Clerk contact the solicitor again for a response.

70.25 LAND OFF THE PADDOCKS:

To receive an update on the transfer of Land lying to the North of Scarborough Close, Tickhill (commonly known as The Land off The Paddocks) Title SYK721208.

CDC has provided revised drawings identifying the boundary to be maintained. A discrepancy in the original drawings was highlighted to Tickhill Town Council's solicitor, and CDC has since acknowledged the error and reissued corrected plans. Having reviewed the relevant updated documentation, should the Council wish to now proceed further on the transfer of land, the Chair will need to convene an Extraordinary Meeting for formal consideration.

Multiple complaints have been received from residents regarding the invasive mare's tail on the land and the potential safety hazard posed by the overgrown pond. CDC is scheduled to carry out cutting works on Friday, 27th June 2025 under the 106 agreements.

RESOLVED that the Council requested an Extraordinary Meeting of the Council to consider the transfer of Land lying to the North of Scarborough Close, Tickhill (commonly known as The Land off The Paddocks) Title SYK721208.

71.25 ALLOTMENTS:

To receive an update on the transfer of land from CDC to Tickhill Town Council

The chair accompanied by the clerk made a recent site visit to the allotments. Tickhill Town Council are currently awaiting clarification from CDC via the solicitor regarding the request for the soil testing as historic use of carpets and tyres as weeds suppressants is known to be a contaminant for soil. The Clerk chased this with the solicitor but received no response. It was noted that there has been no request by CDC on the rent for 2025/2026.

RESOLVED that the update be noted

72.25 EVENTS: VJ DAY 80 on Friday 15th August 2025:

To receive an update from the Events working group

Councillor Thomas reported that it was disappointing there has been no national directive on VJ day with no requirement for councils to light a beacon however the working party has done research on what an event might look like for the council to consider if they wish to proceed with an event. It is hoped to get school children involved and the idea of painting a pebble to build a peace snake was discussed. It was further discussed that the beacon should be lit. Various activities are already happening in Tickhill on VJ day the library is holding a crafting event, Poppies for Tickhill will be

decorating the Buttercross, the Yorkshire flags will be flying and the Church will be organising an event although it is not known yet what this will look like. Tower captain is now aware that the Church bells should ring at 6:30 and has sent out a request for volunteers to facilitate this. Tickhill Community Connections are hosting their annual Tickhill Tipple the following day.

RESOLVED that the Clerk will add a beacon lighting event to the July agenda for consideration.

73.25 ENVIRONMENT:

a) Traffic/Highways: To receive updates

There were no updates

RESOLVED to note that there were no updates.

b) Community Speed Watch: To receive updates

Since the May meeting 4 events have been carried out with over 400 vehicles checked, 43 recorded as exceeding the permitted speed limit including one motorbike recorded at 50mph in a 30mph limit. In July Community Speed Watch (CSW) coordinators have been invited to a meeting with the police, the coordinators of Tickhill CSW group will be attending along with the coordinator of Wadworth Parish Council. On the 11th of July a national incentive is in place and all groups are expected to carry out events.

RESOLVED that the update be noted

c) Charging points. To receive updates on usage

There have been no updates from Zest, it is understood there has been a change of staff and councillor Cooper will follow this up.

RESOLVED Cllr Cooper to contact Zest for updates and request contact details for the relevant staff member.

74.25 WAR MEMORIAL & WAR GRAVES:

To receive an update

The Parochial Church Council (PCC) will be holding its meeting following an event on the 28th of June 2025 to discuss the cleaning of the War Memorial.

RESOLVED That the update be noted

75.25 BUTTERCROSS:

To receive an update following the condition survey

The condition survey was carried out on Friday the 6th of Jun. Initial findings are that the Buttercross is in a relatively good state of repair with perhaps light remedial work required but that the electrical work Under the Dome requires attention and old redundant wiring requires removing. The surveyor confirmed that the Buttercross is undervalued for insurance purpose which was of no surprise but a full estimate of works with costs will be included in the report which can be submitted to the insurance company.

RESOLVED that the update be noted

76.25 CHRISTMAS: To consider Christmas Lighting

The Clerk and Chair attended a site visit with Christmas Plus to discuss the requirements for Christmas 2025, followed by a second visit with the Trees and Hedgerows Officer from CDC to identify a suitable location for additional tree lighting, as allocated in the 2025/2026 budget. The officer confirmed that the tree on the green space at the end of Castle Close was appropriate for lighting, and CDC approved the proposal based on the explained solution. The Clerk also met with the CDC Assets Maintenance Officer, as stress testing is required this year and new permits must be issued. Several faulty timers have been identified which will also need to be replaced. The cost of a new feeder pillar is £3,443.05 plus VAT, excluding structural installation costs. The maintenance officer approved the location identified by the Trees and Hedgerows Officer.

The schedule of works and quotation from Christmas Plus was circulated to members prior to the meeting. The council approved the additional lighting, though it was noted that the smaller light

fittings were preferred over the recently installed globe-style lights in the two trees outside the Parish Rooms and that the colour scheme should be white.

RESOLVED: That the Council approved the installation of Christmas lighting in the tree at the end of Castle Close as outlined in the proposal from Christmas Plus and that the Clerk will contact the contractor to schedule installation and liaise with CDC regarding the installation of the feeder pillar to facilitate.

77.25 11–16 ENGAGEMENT & DEVELOPMENT:

To consider setting up a working party to manage awards and facilities for younger people.

Cllrs Thomas, Patel, Foster & Bycroft nominated themselves as members of the working group but requested the age be removed from the title. Seconded by the Chair.

RESOLVED: That a Youth Engagement Working Party be established, comprising Cllrs Thomas, Patel, Foster, and Bycroft, to explore potential awards and facilities for younger people. The Working Party shall present its findings and recommendations to the Council for consideration in accordance with the Council's Standing Orders.

78.25 CDC LIASON MEETING WEDNESDAY 2nd JULY 4pm –

To consider additional items for the agenda

The following agenda requests were received from members;

- Trees on the edge of the recreation ground require attention,
- Lack of enforcement in general but specifically in Hindley Lane

79.25 FLAG FLYING DATES:

Saturday 28th June marks Armed Forces Day, members discussed lighting the Buttercross in addition to flying the union flag.

RESOLVED: That in recognition of Armed Forces Day on 28/06/2025, the Union flag will be flown for one week and the Buttercross will be lit red, white and blue.

80.25 ITEMS FOR THE NEXT AGENDA:

To consider any member items

A member requested speed safety camera be added to the agenda for consideration.

RESOLVED That the request be added to the July agenda.

81.25 STAFFING CONFIDENTIAL

There was no request for a staffing meeting

RESOLVED that no staffing confidential items were discussed.

THE MEETING CLOSED AT 9:14PM

NEXT MEETING: 22nd July 2025
6:45pm

**All meetings to be held at The Pavilion,
Tithes Lane,
Tickhill, DN11 9QN**

Minutes Approved by
Cllr A. Johnson - Chair- Mayor

22nd July 2025