

MINUTES OF THE MEETING OF THE TICKHILL TOWN COUNCIL

TUESDAY 22nd JULY 2025

THE PAVILION, TITHES LANE, TICKHILL. DN11 9QN

Present: Cllrs M. Bycroft, D. Cartwright, P. Thomas, I. Smith, S. Patel & S. Foster

Chair: Cllr A Johnson

Clerk: Maxine Gravill

In Attendance: RFO & Admin Support Officer

Members of the Public: 3

WELCOME The Chair opened the meeting and welcomed Cllrs, and members of the Public to the meeting and gave the fire evacuation drill.

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

- A member of the public attended to speak on behalf of a local shop owner who was unable to be present. The shop owner is seeking guidance on the appropriate process to repair and restore some of the old public benches in Tickhill at their own expense. They have previously contacted the Street Scene department at City of Doncaster Council (CDC) but have not received a response. The request is specifically to obtain permission to carry out the repairs, excluding any memorial benches. The Chair offered to contact CDC for the correct procedure.
- A member of the public questioned why the condition survey for the Buttercross had not yet been made available to the public, despite the survey being commissioned several weeks ago. It was explained it had only been received that week and would be published when members had reviewed it.
- A member of the public made the council aware that the Civic Society may be offering potential funding which could be applied for to supply trees for council land.

MINUTES OF THE MEETING 22.07.2025

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

Cllrs C. Taylor & B. Cooper (reasons provided to members)

RESOLVED That the reasons for absence be approved

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

None

- RESOLVED** To note that there were none
- 87.25 TO APPROVE THE DRAFT MINUTES OF THE MEETING 24TH JUNE 2025 AND THE EXTRAORDINARY MEETING ON 8TH JULY 2025**
- RESOLVED** that the minutes are a true and accurate record of the meetings
- 88.25 DONCASTER BOROUGH WARD COUNCILLORS REPORT**
- Ward Cllr Jackie Dudley reported that the installation of the lowered kerbs on Castlegate is scheduled to take place this week, weather permitting.
 - She also advised that the fly-tipping on Folds Lane has now been cleared.
 - Additionally, Cllr Dudley reported receiving a slanderous attack, which she intends to address directly with the publication involved and will make a public statement in due course.
- 89.25 LEGAL: To consider the following documents and policies**
- a) Updated Fire Evacuation Policy
 - a) Updated Co-option Policy
- RESOLVED** that the requested updates had been made and the policies approved.
- 90.25 PLANNING MATTERS (Appendix 1)**
- All planning matters were circulated as outlined in the appendix and discussed; there were no objections raised providing there were no neighbour objections.
- RESOLVED** To note that no objections were made.
- 91.25 PROGRESS REPORTS FROM:**
- a) Chair – to receive updates
 - The Chair reported that the minutes of the recent liaison meeting with City of Doncaster Council (CDC) had been circulated and asked if any members had any comments. Cllr Patel expressed he was encouraged at the potential that CDC may be willing to lease a portion of the recreation ground and that he would put together proposals to present to council.
 - Information had been circulated regarding the whole council training being offered by the YLCA, councillors expressed an interest.
 - A poster and petition have been received from Sally Jameson requesting support in gathering signatures for the repair and refurbishment of Doncaster Royal Infirmary which following advice from the YLCA confirming as this is in the interest of the community and is not a political matter, the council supported.

RESOLVED That the updates be noted and that the Clerk contact YLCA to book the whole council training
 - b) Clerk – to receive updates
 - The Clerk reported she had been unable to access the dealing with complaints course but would be looking for it running again.
 - The Miners Memorial which should have taken place on 5th July was cancelled
 - An invitation has been received from the bowling club requesting a Councillor to join them for a meeting following their committee meeting on 29th July. This was noted in the correspondence and circulated to members, any councillors wishing to attend should advise the Chair or the Clerk.

RESOLVED That the update be noted

c) Councillors – to receive updates

- Cllr Smith reported he had been made aware of an initiative by the Woodland Trust for providing native trees. Once he had the details he would pass this to the Clerk to investigate.
- Cllr Thomas provided an update on the stone planter being offered as a gift to Tickhill Town Council. The main issue is sourcing someone able to move it. Several individuals have been approached, but none are currently able to assist. If no suitable help can be found, the Council may need to decline the gift. An invitation had been extended to all councillors from Canon Paul to attend the Church service being held on Thursday 14th August at 8:45pm to mark the 80th anniversary of VJ Day. Cllr Thomas also requested use of the pavilion to host free first aid and defibrillator training, in response to strong interest from residents. The Admin Support Officer will check availability, and Cllr Thomas will liaise with the training provider to confirm arrangements.
- Cllr Patel provided an update on the introductory meeting he and Cllr Thomas held with the Year 5 Mayors from both primary schools. The purpose of the meeting was to establish a dialogue and plan for regular engagement to gather the children's views. One concern raised was the issue of balls being lost in the overgrown hedgerows at the recreation ground. A family activity day was also suggested during the discussion, which was met with enthusiasm by the pupils. The next meeting is expected to be in November, a full report will be submitted to council.
- Cllr Cartwright reported that there appear to have been no further complaints regarding the overfeeding of birds, which had previously been causing a nuisance to nearby residents.

RESOLVED that the updates be noted.

92.25 FINANCE:

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

The RFO updated members that the VAT for Q1 had been completed and a refund of £2481.97 was due and that the Sage package had increased substantially by £9 per month.

RESOLVED that the update be noted and that the invoices be approved. The bank statements were reconciled and signed by Cllr Cartwright

b) To consider the date of Tuesday 12th August 2025 at 7pm in the Pavilion for the Finance Committee meeting

RESOLVED: That the meeting date of 12th August be approved, and members will submit any finance-related requests to the Clerk for inclusion on the agenda.

It was further resolved that, in accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public will be excluded from the meeting, as disclosure of the finances at this stage could prejudice the outcome of future quotations.

93.25 CORRESPONDANCE RECEIVED (Appendix 3)

All correspondence was circulated to members as outlined in the appendix. The matter of the complaint on the trees at the rear of the car park was discussed, the trees were last inspected 18 months ago and were in a healthy condition. CDC will not action any pruning as

the trees are not in their schedule of works. The complaint regarding irresponsible parking was also discussed, this will be addressed once the legal transfer of the car park is complete. **RESOLVED** that the correspondence be noted and the Clerk update the resident on the outcome of the discussion related to the trees.

94.25 REPORTS: to receive the following updates:

a) **Committees/Representatives**

There were none

RESOLVED To note that there were none

b) **Neighbourhood Planning** – to receive an update

Further to the resolution of item 67.25c at the June meeting, the consultant has relayed the recommendations to City of Doncaster Council (CDC). A provisional date of 6th August has been arranged for a meeting with CDC Planners, the planning consultant, Cllr Bycroft, Cllr Cartwright, and the retained consultant.

RESOLVED that the update be noted

95.25 PAVILION:

a) to receive an update

A blocked sink was reported by hirers during the weekend of the gala; however, it is unclear when the issue occurred, as no opening or closing procedures were followed during that period. Additionally, the cleaners had not identified the issue during their routine Legionella flushing. In response, the Clerk circulated draft opening and closing procedure documents for the Pavilion Working Party to review and adapt. It was also noted that the current terms and conditions of hire require review. A discussion followed regarding the need for a Pavilion Working Party meeting to address these matters ahead of the next Full Council meeting.

RESOLVED: That the Pavilion Working Party will meet prior to the next Full Council meeting to address these matters and submit a full written report for consideration at the August meeting.

96.25 ST MARY'S CAR PARK: To receive an update

It was proposed that the legal transfer document should specify that any boundaries identified as currently owned by City of Doncaster Council (CDC) will be transferred to Tickhill Town Council (TTC). Boundaries not currently recognised as CDC-owned will not be included in the transfer but may be reviewed at a later date if ownership by CDC is subsequently established. CDC's legal team is agreeable to this approach, provided it is legally viable. TTC's solicitor has confirmed that only boundaries owned by CDC will be included in the transfer.

A discussion followed regarding the need to allocate funds in the budget for ongoing car park maintenance, the need for weekly inspections and the Chair has been investigating model bylaws which will be required to ensure fair usage.

RESOLVED That the update be noted

7:52pm - To be noted that Cllr Cartwright left the meeting

97.25 TRANSFER OF LAND TITLE REF SYK721208:

a) To receive an update on progress of transfer

Further to Resolution 70.25 passed at the June meeting, the Council's intention to proceed with the transfer has been communicated to the solicitor. The solicitor has now returned to work following a period of illness and will begin preparing the legal documentation for signature. In accordance with Standing Order 23, two authorised signatories will be required, and their signatures must be witnessed by the Proper Officer.

RESOLVED That the update be noted

7:53pm – To be noted Cllr Cartwright returned to the meeting

- b) To consider a grant application for the provision of trees (details circulated to members)
The Chair provided an overview of the grant scheme now available for community orchards, which is open to Parish Councils. The grant can be used to fund the supply of fruit trees, planting and maintenance equipment, as well as the costs associated with watering and collecting the trees. Following a discussion, members agreed it was an excellent initiative. First steps have also been made regarding refurbishing the pond and natural spring.

RESOLVED: That the Clerk submit a grant application.

98.25 ALLOTMENTS: To receive an update

Following the request by Tickhill Town Council for soil testing prior to completion of the land transfer, CDC are happy for Tickhill Town Council to carry out the testing. To facilitate this a site meeting has been arranged with the Senior Pollution Officer at CDC and Tickhill Town Council to establish the correct testing required.

RESOLVED that the update be noted

99.25 EVENTS: VJ DAY 80 BEACON LIGHTING – to consider lighting the beacon on Friday 15th August in remembrance of the 80th anniversary of VJ Day

A discussion was held about the disappointment in no national directive other than a minutes silence at 12 noon. Cllr Thomas shared the research carried out so far by the events working party. A bugler is to play the last post and the Union flag lowered as the beacon is lit. A singer and entertainment have been sourced to include a pa system however there was a cost of £200. A discussion followed and the RFO checked there were sufficient funds in the events budget. The £200 spend was proposed by Cllr Cartwright, seconded by Cllr Smith and agreed by all members.

RESOLVED that the event as outlined be approved for 8:30pm – 9:00pm and that £200 would be made available from the events budget to cover the cost of the 40s style entertainment.

100.25 ENVIRONMENT:

- a) Traffic/Highways: To receive updates

RESOLVED To note that there were no updates

- b) Community Speed Watch: To receive updates

SYP and CSW held 'All Out Day' on 11/06/2025 when all CSW nationally held events. During that week Tickhill held one event attended by the Head of Safety Cameras & Ticket Processing.

Results for South Yorkshire w/e 11/07/2025

- Total number of sessions; 454
- Total vehicles recorded as speeding; 4,793

- Total vehicles passing; 49739
 - Unique groups taking part; 279
- c) Charging points. To receive updates on usage
 Minutes from the meeting held with Zest and Cllr Cooper were circulated to members. A query has been raised regarding the terms of a new contract when the car park ownership is transferred. Members requested this be investigated.
RESOLVED That Cllr Cooper contact Zest for clarification

101.25 WAR MEMORIAL & WAR GRAVES: to receive an update

A representative from the Victoria Trust gave a 30-minute presentation to the PCC about support for memorials in the closed churchyard at St Mary's, including six burial plots and the Aberdeen Granite War Memorial. The Churchyard Group and Fabric Team will review the presentation and report to the Church Standing Committee on 11 August, ahead of the Full PCC meeting on 8 September. This follows normal procedure for major works, as St Mary's is a Grade 1 listed building. The PCC will also consult the Diocese of Sheffield and the church's QI Architect, as in 2018. Members voiced disappointment at disruptions and continued delays to the process and emphasized the need to inform the public of Tickhill Town Council's efforts.

RESOLVED should a positive outcome not be reached at the PCC meeting, Tickhill Town Council will release a statement to raise public awareness.

102.25 BUTTERCROSS: To receive an update following the condition survey

The full condition survey, commissioned several weeks ago, has now been received and circulated to members. As it was only received the day prior to the meeting, members have not yet had the opportunity to review it in detail. However, Cllr Smith advised that the report indicates no emergency repairs are needed, and therefore no financial commitment is required in Year 1. Recommended works are outlined for Years 2 and 3, which will require either grant funding or inclusion in future budgets. The report will be made available on the website.

RESOLVED: That the update be noted.

103.25 CHRISTMAS:

a. To consider MPAN Administrator for festive lighting 2025/2026

Following a change in the billing process instigated by Ofgem for unmetered supply, the council will need to engage an administrator ahead of the festive season.

RESOLVED that the council engage the administrator recommended by CDC at a reduced rate of £250 + VAT

b. To receive an update on Christmas arrangements

The feeder pillar has been ordered, the motifs ordered, the lights on the tree on Castlegate have been installed and the lights removed from the 3 wrapped trees. LITE have now also removed the old lights in the trees that were re-installed last year, the new lights will require re-testing following removal of the old lights. A solution for the Christmas tree housing has been sorted and the contractor will carry out the work in the next 6-8 weeks.

RESOLVED that the update be noted

104.25 ELECTRICAL SUPPLIER: To consider energy provider as per circulated quotes following end of contract with current supplier.

Quotes were circulated and following a discussion Cllr Smith proposed the 36-month contract from E-on, this was seconded by Cllr Cartwright and agreed by all members. **RESOLVED** that the council should engage in the E-on 36-month contract for electrical supply.

105.25 IT SUPPORT: To consider the provision of IT support as proposed in the quote supplied by ESP

A discussion was held and members requested more detailed information be requested from the supplier on exactly what was being provided.

RESOLVED that the item be deferred to the August meeting to allow more detailed information be obtained for members to consider.

106.25 INSTALLATION OF THE DUCK FEEDER: To consider the installation of a Duck Feeder at the approved location

The location proposed for the duck feeder has been approved by both CDC legal team and Street Scene who maintain the area of land. The land is not adopted and not owned by CDC. After a brief discussion, Cllr Smith proposed the installation which was seconded by Cllr Cartwright and approved by members.

RESOLVED That the installation of the duck feeder be progressed.

106.25 FLAG FLYING DATES:

- 1st August Yorkshire Day
- 15th August VJ 80th Anniversary

107.25 ITEMS FOR THE NEXT AGENDA: To consider any member items

There was a member request for data capture speed cameras to be added to the August meeting. Research will be required to present at the meeting for consideration.

NEXT MEETING: 26th August 2025
6:45pm

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

Minutes Approved by



Cllr A Johnson – Chair Mayor
26th August 2025

