

MINUTES OF THE MEETING OF THE TICKHILL TOWN COUNCIL

TUESDAY 24th FEBRUARY 2026

THE PAVILION, TITHES LANE, TICKHILL. DN11 9QN

Present: Cllrs C Taylor, D Cartwright, S Patel, M Bycroft, S Foster, I Smith, P Thomas & B Cooper

Chair: Cllr A Johnson

In Attendance: Clerk, and Admin Support Officer

Members of the Public: 3

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

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

There were no comments or participation requests from members of the public.

MINUTES OF THE MEETING 24.02.2026 The meeting commenced at 6:51pm

234.25 To receive apologies given in advance of the meeting and consider approval for reasons for absence.

No apologies were received.

RESOLVED To note that there were no reasons for absence to approve.

235.25 To receive any specific declarations of interest and receive and consider applications for dispensation.

There were none received.

RESOLVED to note there were none.

236.25 To approve the amended draft minutes of the meeting 27th January 2026

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

237.25 DONCASTER BOROUGH WARD COUNCILLORS REPORT

- Funding from Ward Councillor Grants was allocated two years ago for a water survey to assess the feasibility of installing taps at the cemetery; however, this has not yet been undertaken. Cllr Dudley will follow up with Yorkshire Water. A separate survey regarding the water source to the Buttercross pump has also not been conducted, and Cllr Dudley will pursue this.
- A South Localities Zoom meeting has been arranged to discuss issues relating to Ruddle Dyke and flooding affecting Tickhill and Loversall. The matter has also been raised with the local MP.
- A Ward Councillor Grant has been awarded to Tickhill Community Library to fund servicing of the library clock installed in 1912, as City of Doncaster Council will no longer undertake this work.
- The April surgery at the Tickhill Community Library has been postponed.

238.25 LEGAL:

- a) To consider the proposed meeting dates for 2026/2027 as circulated
RESOLVED that following a vote by show of hands the proposed meeting dates be approved and published.
- b) To consider the date for the Annual Meeting of the Council
RESOLVED that, following a vote by show-of-hands the date for the Annual Meeting of the Council be approved as 26 May, immediately prior to the Ordinary Meeting of the Council.
- c) To consider the date for the Annual Parish Meeting
RESOLVED that following a vote by show of hands the 12th of May be approved for the Annual Parish Meeting
- d) To consider the Biodiversity Policy
RESOLVED that following a vote by show of hands the policy be approved.
- e) To consider the Vexatious Policy
RESOLVED That following a vote by show of hands the policy be approved.
- f) To consider the Risk Assessment
RESOLVED that following a vote by show of hands the Risk Assessment be approved.
- g) To consider the updated Document Retention Policy
There was a brief discussion in which members asked if IT and personnel files were covered by other policies. Clerk to check and confirm.
RESOLVED that following a vote by show of hands the policy be approved.
- h) To consider the Publication Scheme
RESOLVED that following a vote by show of hands the policy be approved.
- i) To receive the Personal Data Security Breach form
RESOLVED that the form be noted.

239.25 PLANNING MATTERS

To receive planning applications as circulated in appendix 1.

RESOLVED that following discussions on each application, the council raised no objections to any of the planning matters in the appendix.

240.25 PROGRESS REPORTS FROM:

- a) Chair – to receive updates.
 - The Chair and Deputy Chair attended the recent Community Engagement Meeting (CEM) and expressed disappointment at the low public attendance despite promotion. Issues raised included overhanging hedges, which City of Doncaster Council (CDC) had reported as maintained but had not been addressed, and recent incidents on the A60 between Tickhill and Maltby. Police representatives advised residents to report all incidents via 101 and to Rotherham Council to ensure accurate data collection.
 - During a routine inspection, bleach was discovered in the rear meeting room of the pavilion. Although not a prohibited substance, it is subject to strict monitoring and requires appropriate COSHH documentation and storage. The Chair asked the Clerk to contact the Bowling Club to arrange its immediate removal. This has now been completed.
 - The Chair thanked members who cleared the front meeting room in preparation for forthcoming works and extended thanks to members' husbands who assisted.
 - The Chair confirmed completion of Protecting Vulnerable Adults training and provided the certificate to the Clerk for record-keeping. This qualification fulfils the requirements of the Community Orchard Grant Agreement between Tickhill Town Council and CDC.
 - Planning permission was granted for the removal of the Cypress tree and essential maintenance works to other trees in St Mary's car park. UCL Traffic Management facilitated the closure of the car park in the interests of public safety. Residents, local businesses, the school, and GP surgeries were notified by hand-delivered letters, and advance notice was provided through all available Council communication channels, and cars were leafleted on three occasions. The Clerk, the Chair and the Chair's husband

were in attendance to oversee safety arrangements. The works were completed without incident on Monday 23 February 2026.

b) Clerk – to receive updates.

- The Clerk delivered a 90th birthday card on behalf of the Council to a resident who has previously supported the Council.
- Ward Councillor Grants totalling £1,125 (£1,050 towards the front meeting room upgrade and £75 towards CPR and defibrillator training) have not yet been received. The Clerk will follow this up with City of Doncaster Council (CDC).
- The Clerk met with the family of a former Councillor to agree the siting of the approved memorial bench. A location has now been selected, and the family will arrange installation in the spring.
- Information compiled by the Young Persons Working Group was submitted to the Tickhill Gala Committee in accordance with Resolution 229.25d for consideration at their meeting. A response is awaited.
- The next CDC liaison meeting will take place at 1.00pm on 17 March. Members wishing to attend are asked to contact the Clerk.

c) Councillors – to receive updates.

- **Cllr Thomas** informed the meeting of available grant funding of £150 for “Grow Your Own” packs. Members agreed this would be a worthwhile initiative, and that the Clerk follow this up.
- The recent CPR and defibrillator training was well attended and considered a success. The trainer is willing to run an additional session if there is sufficient interest.
- Cllr Thomas provided an update on the Community Library clock, complementing Ward Cllr Dudley’s earlier report. While the original manufacturer has agreed to conduct the servicing, City of Doncaster Council has not permitted the work. A meeting with the relevant parties has been scheduled to find a resolution.
- **Cllr Cartwright** received several complaints from residents about potholes; the worst being reported on Mangham Lane which were only repaired two weeks ago and have failed due to poor workmanship. Residents have been advised to report to CDC.
- **Cllr Taylor** reported receiving further complaints regarding the absence of crossing facilities near the Coop, including a lack of dropped kerbs, which prevents residents with mobility issues from crossing safely. Ward Cllr Dudley will follow up on this matter.
- **RESOLVED** that the updates be noted and the Clerk instruct the Admin Support Assistant to raise awareness via social media, inviting residents to suggest locations where dropped kerbs are needed for submission to CDC.

RESOLVED that the updates be noted.

241.25 FINANCE:

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

RESOLVED that following a vote by show of hands the invoices be approved for payment.

242.25 CORRESPONDANCE RECEIVED AND CIRCULATED TO COUNCILLORS (Appendix 3)

Members confirmed they had received the correspondence and raised no concerns.

RESOLVED That the correspondence be noted.

243.25 REPORTS: to receive the following updates:

Outside committees/Representatives

There have been no meetings, the next PCJCC meeting is April.

RESOLVED that the update be noted.

244.25 WEBSITE

a) To receive information on the delegated expenditure in accordance with Financial Regulation 5.15 for

the Website Audit

The Clerk was asked to provide further information and following a brief discussion, it was agreed this was required as a first step to Assertion 10 compliance.

RESOLVED that the update be noted.

- b) To consider engaging the website developer to carry out the necessary work to ensure WCAG 2.2 AA accessibility compliance in accordance with Assertion 10 of the AGAR.

Following a brief discussion, it was agreed to engage the website management company to provide a quote and details of the work required to meet the WCAG 2.2 AA regulations for full compliance with Assertion 10.

RESOLVED that following a vote by show of hands, on completion of the audit, the Clerk obtain a schedule of work required and a quote to undertake this to present to council.

245.25 COMMUNITY LAND/ORCHARD (TRANSFER SYK721208)

- a) To receive an update on the tree planting

Following delays due to adverse weather, the trees are now available and will be collected by the Chair and Cllr Cooper on 25 February for storage until the land is ready for planting. Proposed planting dates are 7 and 8 March. Sunday 8 March, being the COVID-19 Day of Reflection, was considered particularly suitable as an Oak tree will also be planted in memory of those who lost their lives to COVID-19. The Chair invited members to contact the Clerk as soon as possible to confirm their availability so that a date can be finalised and publicised and requested that members visit the site to suggest planting locations.

RESOLVED that the update be noted and members provide their availability to the Clerk.

- b) To receive an update on the pond restoration

The Clerk has contacted Wildscapes with images of the pond and its location as the first step in the pond restoration project. The Chair will provide details for the Doncaster Green Space Network for the Clerk to follow up. A member raised a concern regarding the need for a life ring, which will depend on the depth of the water.

RESOLVED that the update be noted and the Clerk investigate the requirements of a life ring.

246.25 ENVIRONMENT:

- a) Traffic/Highways: To receive updates.

Following multiple incidents and concerns on the increase of accidents on the Tickhill to Maltby road, further to the Chair's update, awareness has been raised through the use of social media regarding the need to report ALL incidents to both the local Authority and the Police to gather statistics and evidence the need for safety improvements.

RESOLVED That the update be noted.

- b) Community Speed Watch (CSW): To receive updates.

A member of the CSW team was invited to give an update; two events were conducted during February; 6 vehicles reported as exceeding the permitted speed limit in the last month and 171 over the last 12 months.

RESOLVED that the update be noted.

247.25 PAVILION

- a) To receive an update on the works to the front meeting room

The electrics and alarm upgrade have now been completed, and first fix plumbing work has been carried out. The joiner is scheduled to attend on 26 February, with floor preparation on 3 March and flooring installation on 4 March. Once the flooring is in place, the joiner and plumber will return to complete their work. The cleaner will carry out a deep clean on completion of all works, including the tiled area, in preparation for the fireproof storage cabinet.

RESOLVED that the update be noted.

- b) To consider an increase in rent for hire of the pavilion, suggested at 3.5% in line with inflation for the financial year 2026/2027

Following a brief discussion, it was agreed that all hirers would be subject to a 3.5% increase in the hourly rate, rounding it down to fifty pence per hour for ease of invoicing.

RESOLVED that following a vote by show of hands, the hire rate be increased by fifty pence per hour and all hirers notified.

- c) To consider appropriate location for installation of water butts and engage the joiner to install.

A brief discussion was held regarding the positioning of the water butts. To reduce the risk of vandalism or misuse, it was agreed they should be sited within the locked confines of the bowling green.

RESOLVED that following a vote by show of hands, the Clerk contact the joiner for a quote and contact the Bowling Club out of courtesy.

- d) To consider the Mayflower request to hire the Pavilion FOC for the annual dog show.

RESOLVED that following a vote by show of hands, it was approved to allow the FOC pavilion for the annual dog show in recognition of their commitment to the community.

248.25 YOUNG PERSONS WORKING GROUP

- a) To receive information from CDC on acceptable terms for the lease and maintenance of the identified areas of the recreational ground as per the previously circulated proposal.

Despite repeated attempts, the Strategic Asset Team at CDC has failed to engage with the working party. Cllr Foster will make further efforts over the next few days, and if there is no response, Cllr Bycroft will provide the available information for the Clerk to follow up.

RESOLVED that the update be noted.

- b) To receive an update on the additional honours board in the library

Cllr Thomas reported the library are happy with the proposal to have a new honours board with all the awards providing it is sympathetic to the current ones.

RESOLVED that the update be noted and the consideration to purchase be added to the March agenda.

249.25 ST MARY'S CAR PARK

- a) To receive an update from the working party

Cllr Cartwright reported that the first meeting of the working party was held on 10 February, during which Cllr Cartwright was appointed Chair. Monthly inspections of the car park will be conducted by Cllr Cartwright, supported by another member, with reports submitted to the Clerk. A condition survey is needed as soon as possible to determine the work required and estimated costs to bring the car park to an acceptable standard. Long-term considerations include whether maintenance should be funded through the precept or by implementing user charges, noting that any changes would require public consultation and review of the relevant bylaws.

RESOLVED that the update be noted.

- b) To consider the Clerk obtaining quotes for a conditions survey for the car park

RESOLVED that following a vote by show of hands the Clerk obtain quotes for a condition survey.

20:15 To note Cllr Foster left the meeting

250.25 BUTTERCROSS

- a) To receive information on ownership of the Buttercross & Pump (also known as Market Cross)

The Clerk visited the Doncaster Archives and located item 137 in the minutes of the Tickhill Town Council ordinary meeting held on 25th March 1975. These minutes recorded that Doncaster Council had confirmed that ownership of the Buttercross and village pump had transferred to Tickhill Town Council on 1st April 1974.

RESOLVED that the update be noted.

20:18 to note Cllr Foster returned to the meeting

b) To consider next steps in legally registering the Buttercross

The Clerk contacted the Assets Team at City of Doncaster Council to request they confirm in writing that they have no legal interest in the assets and that Tickhill Town Council is the legal owner and fully responsible for the Buttercross and village pump. No response has been received. It was suggested that the Clerk write again to confirm that, unless the Council hears otherwise, it will be assumed that City of Doncaster Council has no interest in the matter and that ownership is therefore confirmed as resting with Tickhill Town Council. A discussion took place and it was agreed that to prevent any further uncertainty for future administrations, the council should register the monument with land registry.

RESOLVED that following a vote by show of hands the Clerk contact the council's approved solicitor to enquire about next steps and cost implications for land registry.

c) To consider a valuation of the Buttercross for insurance purposes

Following documentation evidencing ownership, the Council's insurer has now agreed to provide cover in the sum of £500,000. This will result in an additional £6,160 to the annual premium, bringing the total annual premium to £7,951.61. The valuation figure has been estimated so it will require a specialist to conduct a professional valuation. A discussion followed, during which Members agreed with the need for an accurate valuation survey, Cllr Smith advised he may have a contact which he would pass to the Clerk. Members further agreed that the Buttercross should be insured and authorised the Clerk to make the necessary arrangements.

RESOLVED that following a vote by show of hands the Clerk invite quotes for a valuation survey and contact the council's insurer to approve the insurance cover.

20:24 to note Cllr Foster left the meeting

251.25 TO RECEIVE AN UPDATE ON THE FLOOD PREVENTION SURVEY

The Clerk sent the letter drafted by Cllr Taylor to both Ward Cllrs and MP as per resolution 231.25. The Office for the local MP have responded to confirm the MP has picked it up and is making enquiries with Severn Trent and writing to the Minister. The Ward Cllrs are also pursuing this as per the update from Ward Cllr Dudley.

RESOLVED that the update be noted.

252.25 SAFEGUARDING

To consider Cllr Patel supporting the council by reviewing and redrafting the Safeguarding Policy for council approval at a later meeting

RESOLVED that following a vote by show of hands the council approved Cllr Patel to carry out the necessary work to support the council redrafting of the Safeguarding policy.

253.25 GREAT BRITISH SPRING CLEAN

To consider signing up to the 2026 initiative. Information circulated

Following a discussion, it was agreed that the council should take part again this year. The Spring Clean is taking place between 13th and 29th March but no date was agreed by councillors.

RESOLVED that following a vote by show of hands, the Clerk complete the relevant application once members have confirmed their availability.

254.25 EMPLOYMENT RIGHTS ACT 2025

To consider seeking external support for a full review of the Councils current HR documents and processes in preparation of the implementation of the new legal requirements.

There was a brief discussion in which it was agreed that external support was required.
RESOLVED that following a vote by show of hands the Clerk make the relevant arrangements.

255.25 FLAG FLYING DATES:

- 9th March Commonwealth Day
- 23rd April St Georges Day
- 6th May Coronation Day
- 13th June The Official Birthday of HM the King
- 27th June Armed Forces Day
- 8th September HM the Kings Accession
- 8th November Remembrance Sunday – the flag will remain flying for HM the King’s birthday on 14th November.

The Buttercross will be appropriately lit for the duration of each flag flying.

256.25 ITEMS FOR THE NEXT AGENDA: It was agreed that due to the current ongoing projects, the upcoming AGAR, any new agenda items would be deferred to the April meeting.

RESOLVED that the update be noted

NEXT MEETING:

24th March 2026

6:45pm

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