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MINUTES OF THE ORDINARY MEETINGS OF THE TICKHILL TOWN COUNCIL
TUESDAY 28th JULY 2026
THE PAVILION, TITHES LANE, TICKHILL. DN11 9QN

Present:	Cllrs A Johnson, M Bycroft, and S Patel
Chair of the Meeting:	Cllr P. Thomas
In Attendance:	Clerk, RFO and Admin Support Assistant
Members of the Public:	5

In the absence of the Chair, the Vice Chair opened the meeting at 6:45pm and welcomed councillors and members of the public then gave the fire drill.

MINUTES OF THE MEETING 28.07.2026

79.26 To receive apologies given in advance of the meeting and consider approval for reasons for absence.
Apologies were received from Cllrs C. Taylor, D. Cartwright, B. Cooper, I. Smith and S. Foster and reasons circulated to members.
RESOLVED that following a vote by show of hands the reasons for absence be approved.

80.26 To receive any specific declarations of interest and receive and consider applications for dispensation.
There were none received.
RESOLVED to note there were none.

81.26 To approve the draft minutes of the meeting of 23rd June 2026.
Members confirmed they had received the minutes.
RESOLVED that following a vote by show of hands the minutes be approved as a true and accurate record of the meeting.

82.26 PUBLIC CONSULTATION (15 minutes Max)
There were no questions or concerns raised by members of the public.
RESOLVED to note there were none.

83.26 DONCASTER BOROUGH WARD COUNCILLORS REPORT
Neither Ward Councillor was available to attend the meeting, however Cllr Greenhalgh gave the following update to be passed onto the meeting. Ward Councillors are pursuing the possibility of some form of crossing or raised pedestrian island on Doncaster Road.
RESOLVED that the update be noted.

84.26 LEGAL

a) Review Legionella Policy
Members confirmed they had reviewed the policy.
RESOLVED that following a vote by show of hands, the Legionella policy was approved.

b) Review Press & Media Policy
Members confirmed they had reviewed the policy.
RESOLVED that following a vote by show of hands, the Press and Media policy was approved.

85.26 PLANNING MATTERS
To receive planning applications as circulated (appendix 1)
Members confirmed that they had reviewed all planning applications received and considered each application in turn. Resolutions regarding the proposals are noted on the appendix.
RESOLVED That there were no comments to note.

86.26 PROGRESS REPORTS:

a) <u>Chair – to receive updates.</u>

In his absence, there were no updates from the Chair.

b) <u>Clerk – to receive updates.</u>

- Lebara reduced the monthly fee for July by 50%, meaning the Clerk contract is £5 and the admin assistant £2.50.
- The City of Doncaster Council (CDC) Liaison meeting took place on 13/07/2026. Attended by the Chair, Cllr Johnson, and the Clerk. Due to annual leave some of the key staff at CDC were unable to attend and give updates during the meeting, some updates have been circulated, the remaining will be received at the September meeting.
- Groundworks to establish the required dyke levels and connect them to the existing manhole and drainage system along the far side of the recreation field, backing onto Croft/Airedale, will commence on 3 August. The works are expected to take approximately three days to complete.
- The dykes at the behind the tennis courts will be cleared and connected to the pond Sept – early October (date to be confirmed) in conjunction with the pond restoration.
- Attempts to arrange to get the trophy cabinet to the cricket club unsuccessful. The Clerk to offer it to other organisations.
- A potential data breach was reported on 9/7/2026 contacted ICO immediately as a precaution. ICO closed the case on 14/07/2026 as no personal data breached. The ICO sent an advice leaflet which was circulated to members.
- Following the successful restoration of the Rawson Road sign, there is an offer to have the missing Milestone Marker, which was originally located on Bawtry Road renovated. Enquiries are being made into this.

RESOLVED That the updates be noted.

c) <u>Councillors – to receive updates.</u>

Cllr P. Thomas updated members that the Alison Trophy was now engraved and with the winner. It will be returned to the Council in time for the awards presentation in 2027.

Cllr Thomas updated members that her and Cllr Patel had thanked the School Mayors from both primary schools for their enthusiasm and valuable contributions during their time in the role. As Year 6 pupils, they will be moving on to secondary school in September.

RESOLVED that the update be noted.

Cllr A. Johnson informed members that, following serious concerns regarding the use of unauthorised electrical equipment during a recent hall hire, despite the terms and conditions prohibiting such equipment, more stringent control measures will need to be implemented.

RESOLVED that the item be discussed at the next Pavilion working party meeting.

87.26 FINANCE:

a) <u>To approve invoices received and circulated **–** (Appendix 2)</u>

Members confirmed they had received the invoices and no concerns were raised.

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

b) <u>To reconcile and sign the bank accounts.</u>

In the absence of Cllr Cartwright, Cllr Patel confirmed he was happy to confirm the bank reconciliation.

RESOLVED that the bank accounts were reconciled and signed by Cllr Patel.

c) <u>To receive the first draft budget for 2027/28</u>

Members confirmed receipt of the first draft budget. Having taken all budget requests into consideration, the initial proposed precept increase is 15%. The next Finance Committee meeting is scheduled for 6:30 pm on 18th August.

RESOLVED that the update be noted and any further requests or amendments be sent to the Clerk before the 18th of August 2026.

d) <u>To receive the draft minutes from the Finance Committee Meeting on 14th July 2026</u>

Members confirmed they had received the draft minutes.

RESOLVED that the draft minutes be noted.

e) To receive an update from the RFO on the AGAR

The External Auditor requested confirmation that the Council is not the sole managing trustee of any trust. Confirmation was given and an 'except for' has been raised. The conclusion of the audit has not yet been received but no further queries have been raised. Members noted that notice had been given to transfer the £25,000 for the car park resurfacing from the reserves in the Hinckley & Rugby account, with the funds expected to be credited to the HSBC account on 12 August 2026.

RESOLVED that the update be noted.

88.26 STAFFING

To formally accept the procedural requirements as per the Clerks report to recognise staff enrolment in a recognised union.

Members confirmed they had received the report.

RESOLVED That following a vote by show of hands the Council formally accepts and recognises the employment rights of staff members to join a union.

89.26 CORRESPONDENCE RECEIVED AND CIRCULATED TO COUNCILLORS (Appendix 3)

a) To receive all correspondence not specified separately on the agenda

Members confirmed they had received the correspondence. There was an update on item k; the hedges Common Lane have now been addressed. Cllr Thomas noted that the letter from the local MP had been addressed to the Council at the wrong address.

RESOLVED That the correspondence be noted and the Clerk update the MP with the Council's correct address for correspondence.

b) To consider registering interest in the Airspace Change Proposal Consultation

There was a brief discussion, in which it was suggested Cllr Smith was best placed to act as the Council's representative, given his knowledge of both Tickhill and aviation. Cllr Smith confirmed prior to the meeting that he was willing to undertake the role.

RESOLVED that following a vote by show of hands, Cllr Smith be appointed representative on behalf of Tickhill Town Council and members forward any questions to be addressed before the first consultation meeting on 3rd August.

90.26 REPORTS FROM OUTSIDE COMMITTEES AND ORGANISATIONS

To receive the minutes from the Tickhill Together meeting

Members confirmed they had received the Tickhill Together minutes.

RESOLVED that the minutes be noted.

91.26 ENVIRONMENT:

a) Traffic/Highways: To receive updates.

Members confirmed they had received the proposal plans for the installation of a Zebra crossing on Sunderland Street and the relocation of the bus stop.

RESOLVED that the update be noted.

b) Community Speed Watch: To receive updates.

37 vehicles reported as exceeding the permitted speed limit and 2 for abuse towards the group in July. August events have yet to be confirmed.

RESOLVED that the update be noted.

92.26 COMMUNITY ORCHARD

a) To consider the recommendation in the Clerk's report to accept the quotation and carry out the pond restoration works.

Members confirmed they had received the report and approved the quote from Wildscapes to restore the pond at a cost of £3834.36.

RESOLVED that following a vote by show of hands the quote from Wildscapes be approved and the Clerk make the necessary arrangements.

b) To consider the quote for the hedge cutting from the current contractor as detailed in the report.

Members confirmed they had received the report and were happy to accept the quote for the additional work of hedge cutting to be conducted under the terms of the current contract.

RESOLVED that following a vote by show of hands the quote from Military Precision be approved and that the Clerk make the necessary arrangements.

93.26 EVENTS

a) To receive the report from the Events Working Party

Members confirmed they had received the report, and the recommendations made by the Events Working Party are set out in the following agenda items.

RESOLVED that the report be noted.

b) **COMMUNITY ORCHARD OPENING**

i) To consider Saturday 5th September at 11:00am for the Community Orchard opening event.

It was discussed that the orchard was not at its best due to the exceptionally dry weather, and the short notice period did not allow sufficient time to plan the event or arrange the plaque installation. Unconfirmed pond restoration dates also created a risk of a clash with works on site. Spring 2027 was suggested allowing the pond restoration to be completed, the trees to establish. and allow an opportunity to invite the local MP to officially open the orchard during the Parliamentary recess in May.

RESOLVED that the Events Working Party suggest alternative dates be added to the September agenda for consideration.

ii) To consider Installing a commemorative plaque up to the cost of £200 and approve the wording.

There was a brief discussion during which Cllr Patel pointed out a grammatical error in the wording.

RESOLVED that following a vote by show of hands the selected plaque and corrected wording were approved and that the Clerk place the order.

iii) To consider providing refreshments for the event up to a cost of £50

RESOLVED that following a vote by show of hands the spend of up to £50 for refreshments be approved.

iv) To consider inviting Sally Jameson MP to unveil the plaque and officially open the event.

RESOLVED that following a vote by a show of hands, that the local MP be invited to attend and that the Clerk be instructed to send a provisional invitation, with the date to be confirmed.

c) CHRISTMAS

i) To receive and update on planning from the Clerk.

The second tree at the end of Castle Close had been wrapped, connected, and tested.

Microsoft Publisher will be discontinued in October, so work has begun creating an editable, printable version of this year's Christmas carol sheet. Local businesses will need to be approached promptly to establish their interest in advertising.

A detailed Event Management Plan will be required to comply with the tier two requirements of Martyn's Law. The Clerk confirmed that she is not qualified to conduct such a detailed plan, however the Events Team at CDC should be able to offer support as they do with all organisations organising larger events on council land.

RESOLVED that the updates be noted.

ii) To consider extending the light switch on event to 45 minutes to incorporate two performances by the Harworth Brass Band

RESOLVED that following a vote by show of hands, the event be extended to include two sessions from the Harworth Brass Band and that the Clerk make the necessary arrangement.

iii) To consider the quote for the Traffic Management for the road closure on Christmas Eve

It was noted that the contractor had agreed to honour the 2025 price, representing a saving of £50 compared with the 2024 quotation, as the existing traffic management drawings could be reused. It was further noted that the contractor's quotation remained significantly lower than those received from competitors in previous years.

RESOLVED that following a vote by show of hands, the quote from UCL was approved and that the Clerk make the necessary arrangements.

iv) To consider the quote for the Buttercross Christmas tree
Members confirmed that they had received the report and the quotations.
RESOLVED that following a vote by show of hands the quote from Plevy's to supply, install and dismantle the tree be approved and that the Clerk make the necessary arrangements.

d) 250TH BUTTERCROSS CELEBRATION EVENT

i) To consider a sub task and finish group with community members to assist in organising the event
RESOLVED that following a vote by show of hands a sub committee be set up with members to be confirmed.

ii) To consider Sunday 20th June 1pm – 5pm for the 250th Buttercross Celebration Event
RESOLVED that following a vote by show of hands, the date of Sunday 20th June be approved for the event.

iii) To consider the location of the recreation ground to host the main event
RESOLVED that following a vote by show of hands, the recreation ground be approved to host the main event and that the Clerk register the event via the events gateway with CDC.

iv) To consider inviting residents and members to submit ideas for inclusion in the event
Following a brief discussion, it was agreed that the Working Party gather ideas from Members and residents for consideration for inclusion as part of the event.
RESOLVED that following a vote by show of hands, the working party be authorised to gather ideas for consideration for inclusion in the event.

v) To consider the Working Party investigating the feasibility of a road closure for part of the event.
RESOLVED that following a vote by a show of hands, the Working Party investigate the feasibility of a road closure for part of the event.
It was noted that Councillor Johnson abstained from the vote, having expressed the view that the proposal would involve an exceptional administrative workload and that there was unlikely to be approval for the road closure from the relevant highway authority.

94.26 PAVILION

a) To receive an update on the roof repairs
Scaffolding will be erected on Friday 31 July repair works commence on Monday 3 August. Permission for the scaffolding contractors to access via the recreation ground has been granted by CDC. Representatives of the Bowling Club had expressed disappointment that the facilities would be unavailable for practice sessions and daytime social bowling for the duration of the works. It was noted that evening league matches would not be affected. CDC had been informed of the works and had, in turn, notified the Doncaster and District Bowling Association.
RESOLVED that the update be noted.

b) To consider the recommendation and quote in the Clerks report for nappy collection arrangements
Members confirmed that they had received the report and agreed that, whilst the cost seemed high, as nappy changing facilities are provided, an appropriate means of nappy disposal should also be made available.
RESOLVED that following a vote by show of hands option one in the report for the contractor to supply and service nappy bins be approved.

95.26 ST MARY'S CAR PARK

a) To receive the car park maintenance report
RESOLVED that the car park maintenance report was received and the updates noted. There was little change from the previous reports.

b) To receive an update on the resurfacing
As per resolution 72.26(b) of the June meeting, the car park was surveyed to assess options for widening parking bays, as many existing spaces are below current standards and restrictive for modern vehicles. Straightening the kerb adjoining the planting area would gain approximately two meters helping accommodate larger bays while retaining EV charging and disabled parking provision. Cllr Patel asked whether a detailed plan of the proposed layout was available.

RESOLVED that the update be noted and that the Clerk look at the possibility of obtaining a plan.

c) To receive information on the requirement for Byelaws to facilitate car park management

Members received an update on preliminary enquiries regarding future car park management. It was noted that any parking management or charging scheme would require a Traffic Regulation Order (TRO), subject to Highway Authority consent. Members noted the current TRO application cost of £1,680.50 and requested the matter be included on the September agenda for consideration.

RESOLVED that the update be noted and that the item be added to the September agenda for consideration.

96.26 TO RECEIVE AN UPDATE ON THE FLOOD PREVENTION SURVEY

No further update on the NFD plan is available, however members confirmed they have received the update from the Environmental team regarding sewage discharge via the MPs office.

RESOLVED that the update be noted and that the Clerk seek a further update on the National Flood Plan.

97.26 TO RECEIVE AN UPDATE ON THE TOLL HOUSE HERITAGE LISTING

The Toll House on Sunderland Street has now been officially accepted onto the South Yorkshire local Heritage list offering it some protection from demolition.

RESOLVED that the update be noted.

98.26 NEIGHBOURHOOD PLAN

a) To consider the further three members of the Neighbourhood Plan working party

Cllrs Taylor and Smith have indicated prior to the meeting that they would like to be considered as members of the working party having both been involved in the previous work on the plan. Cllr Thomas expressed an interest in joining.

RESOLVED that following a vote by show of hands, Cllrs Taylor, Smith, and Thomas be confirmed as members of the working party.

b) To receive information on Neighbourhood plans from the Planning Policy Team Lead at City of Doncaster Council

Members received an update on the Neighbourhood Plan and noted the proposed next steps to review and update policies and continue liaison with City of Doncaster Council. With Members' agreement, the Chair invited a member of the public to speak, who commented on the importance of an adopted Neighbourhood Plan in representing residents' interests on planning matters.

RESOLVED that the update be noted and that the Clerk seek indicative costs from the consultant.

99.26 FLAG FLYING DATES:

1st August Yorkshire day and Minden Day

8th September Accession Day

100.26 ITEMS FOR THE NEXT AGENDA: To consider any member items.

Members were reminded to send any agenda items for the September meeting to the Clerk before the 7th of September 2026.

There being no other business the meeting was declared closed at 7:56pm

NEXT MEETING: **22nd September 2026**
6:45pm

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

Minutes approved by

Cllr C Taylor
Chair-Mayor Tickhill Town Council
22nd September 2026