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MINUTES OF THE ORDINARY MEETINGS OF THE TICKHILL TOWN COUNCIL
TUESDAY 27th OCTOBER 2026
THE PAVILION, TITHES LANE, TICKHILL. DN11 9QN

Present: Cllrs D Cartwright, A Johnson, S Patel, I Smith and P Thomas
Chair of the Meeting: Cllr C Taylor
In Attendance: Clerk and Admin Support Assistant
Members of the Public: 4

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

MINUTES OF THE MEETING 27.10.2026

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

To note, no apologies for absence were received, other than Cllr Cooper who submitted advanced apologies in September for this meeting but that the reasons for absence were not approved.

RESOLVED that the update be noted.

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

RESOLVED to note that there were none.

129.26 To approve the draft minutes of the meeting of 22nd September 2026.

RESOLVED that following a vote by show of hands the minutes for the meeting on 22nd September be approved as a true and accurate record of the meeting.

130.26 PUBLIC CONSULTATION (15 minutes maximum)

A Resident raised concerns that the north-side bus stop is too close to the proposed zebra crossing, creating a real safety risk as motorists overtaking a stationary bus will have no visibility of pedestrians crossing, particularly those approaching from the left. The lack of road markings identifying the bus stop further increases the risk, as motorists may be unaware of its presence. The resident requested the bus stop be relocated near No. 46 Sunderland Street, clear road markings be added to prevent inappropriate parking, and the bollard be relocated to deter parking near the crossing.

131.26 COUNCILLOR RESIGNATION

a) To note that Cllr Foster has resigned from the council and that a casual vacancy has been advertised.

RESOLVED that the update be noted.

b) To consider the appointment of the council to the Events Working Group and the Young Persons Working Group following the resignation and resulting vacancies.

Following discussion, members agreed that the appointments be deferred until a meeting at which more members could be present, allowing new members the opportunity to participate should they wish to.

RESOLVED that the item be deferred to the November agenda.

132.26 DONCASTER BOROUGH WARD COUNCILLORS REPORT

Neither Ward Member was available to attend the meeting. However, Cllr Greenhalgh had requested that the Clerk provide the following update on his behalf:

Ward Councillors have escalated concerns regarding the decision not to relocate the bus stop on Sunderland Street, highlighting the importance of ensuring pedestrian safety at the proposed zebra crossing.

A book of condolence will be made available at Castlegate Community Centre for anyone wishing to share their thoughts following the passing of Dawn Jeffreys, founder and driving force behind Poppies for Tickhill, who also provided valued support to numerous community groups.

133.26 BYELECTION

a) To receive the information that one seat was filled by uncontested election and that there will be a further election for the remaining vacancy.
It was noted that the election date to fill the second seat is yet to be confirmed by the Elections Team but is expected to take place around 10 December to meet the statutory 60-day deadline. The final date for compliance is 31 December; however, an election on New Year's Eve is considered highly unlikely.
RESOLVED that the update be noted.

b) To consider permitting signing the declaration of Acceptance of Office for Cllr Chipp-Jennings at the November meeting.
RESOLVED that following a vote by show of hands that Cllr Chipp-Jennings sign a declaration of acceptance of office in accordance with Local Government Act 1972 s83 (4)(b) and (c) at or before the November council meeting.

134.26 LEGAL

a) To review the Investments Policy.
RESOLVED that following a vote by show of hands the policy be approved.

c) To consider and approve the update to the Staffing Committee Terms of Reference to ensure alignment with the Standing Orders.
RESOLVED that following a vote by show of hands the policy be approved.

c) To consider and approve the update to Standing Order 19c to ensure alignment with the Staffing Committee's adopted Terms of Reference.
RESOLVED that following a vote by show of hands the policy be approved.

d) To consider and approve the updated Training and Development Policy.
To note Cllr Cartwright abstained from the vote having not had time to consider the policy.
RESOLVED that following a vote by show of hands the policy be approved.

e) To consider and approve the updated Lost/Found Child and Vulnerable person Procedure.
It was noted that there was a typographical error in point 3b and the reviewed by. It was agreed that the reference to the lost person point should be amended to refer to a location pre-approved by the Events Organiser, to accommodate events held at different venues. The designated location will be identified in the Event Management Plan for each event.
RESOLVED that following a vote by show of hands, the policy be approved with the corrections and the pre-approved lost person location updated to reflect this will be specified in each Event Management Plan.

135.26 PLANNING MATTERS

To receive planning applications as circulated and to note the comment submitted for application 26/01762/TCON in accordance with 8(a)14 of the Council's Scheme of delegation. (appendix 1)
The planning applications were discussed individually, with minor concerns raised regarding the proposed extension of the fencing on application 26/0192/FUL. It was noted that this could restrict visibility and potentially cause congestion for vehicles entering and exiting the car park, as well as affecting deliveries to the rear of the site.
RESOLVED that following a vote by show of hands, the Clerk was instructed to submit a neutral comment regarding the concerns on the proposed extension to the fencing on planning application

26/01952/FUL. No objections or comments were raised in respect of the remaining planning applications.

136.26 PROGRESS REPORTS:

a) To receive the Clerks report

Following the September meeting, clarification was requested regarding the rationale for relocating the crossing so close to the bus stop. Doncaster Council confirmed the bus company is unwilling to relocate the bus stop. Concerns regarding pedestrian safety have been raised with the Ward Councillors and MP, a response is awaited.

RESOLVED that the Clerk was instructed to request a pause on the proposed crossing until next year when the bus franchise will be taken over by the South Yorkshire Mayoral Combined Authority (SYMCA).

b) Chair – to receive updates.

The Chair reported they had attended the Civic Society's 80th Anniversary celebration event which was well attended. The Doncaster Civic Society are the group responsible for Tickhill becoming a conservation area.

Two residents have raised concerns regarding the potential unauthorised development of land on Paper Mill Lane.

RESOLVED that the Clerk was instructed to contact City of Doncaster Council Enforcement to establish whether a change of use planning application has been submitted for the land.

c) Councillors – to receive updates.

Cllr Patel raised concerns regarding a dog training facility being established on Wilsic Road, previously raised by Cllr Cartwright, which appeared to be expanding rapidly. Concerns were also raised that the change of use from Green Belt land to commercial use may have taken place without the necessary planning permission.

Cllr Patel also raised awareness that the Pride in Place scheme targeted at communities needing immediate local support had generated up to £20 million pound grants over a 10-year period for neighbouring parishes, but that Tickhill had not been included.

Cllr Cartwright echoed the concerns raised by Cllr Patel on the dog training facility explaining that a car park had been laid and water services installed.

Cllr Johnson updated the meeting that she had attended the Yorkshire Local Council Authority's South Yorkshire branch meeting where the bus franchise had been discussed. There was also a proposal from the Cantley and Branton Council for an item to be added to the Annual Meeting at Draks power Station on 7th November to which members would be invited.

Cllr Johnson will be attending the PCJCC meeting next week. Minutes will be circulated when available.

A resident has reported safety concerns regarding Drury Lane as there is no lighting, leaving the enclosed ginnel dark and unsafe for pedestrians at night. Cllr Johnson has reported this through the correct channels.

RESOLVED that the updated be noted and that Clerk be instructed to contact City of Doncaster Council Planning Department to verify if a formal change of use has been submitted for the dog training facility and request an enforcement check regarding the newly laid car park and water installation.

137.26 FINANCE:

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

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

b) To reconcile and sign the bank accounts.

RESOLVED that the bank reconciliation was checked and signed by Cllr D Cartwright

c) To ratify expenditure of £533.14 for essential electrical testing of the Christmas timers, incurred under delegated powers in conjunction with the Chair, in accordance with Financial Regulations 5.15 (LGA 1972, s.137).

RESOLVED that following a vote by show of hands the expenditure be approved.

d) To ratify expenditure of £624.00 for essential repairs to the boiler incurred under delegated powers in conjunction with the Chair, in accordance with Financial Regulations 5.15 (LGA 1972, s.133).
RESOLVED that following a vote by show of hands the expenditure be approved.

e) To approve and sign the updated banking mandate for Hinckley & Rugby following the change in Chair of the Finance Committee, with the mandate to be signed by both the Chair and Chair of the Finance Committee.

f) **RESOLVED** that the banking mandate was signed by both the Chair and the Chair of the Finance Committee along with the Clerk in accordance with the Council's Financial Regulations.

138.26 CORRESPONDENCE RECEIVED AND CIRCULATED TO COUNCILLORS (Appendix 3)

To receive all correspondence not specified separately on the agenda.
RESOLVED that the correspondence was received.

139.26 REPORTS FROM OUTSIDE COMMITTEES AND ORGANISATIONS

To receive minutes from the Tickhill Together meeting 13th October 2026
RESOLVED to note that the minutes had been received.

140.26 ENVIRONMENT:

a) Traffic/Highways: To receive updates.
To note all intent notices were circulated in the agenda pack.
RESOLVED that the updated be noted.

b) Community Speed Watch: To receive updates.
Two sessions have been conducted in October with a further event scheduled. A total of eight cars were reported for exceeding the speed limit. Due to the shorter daylight hours, there will be no more evening sessions with all sessions taking place in the afternoons subject to volunteer availability.
RESOLVED that the updated be noted.

141.26 PAVILION

To consider and approve the quote from the council's current contractor for essential gutter cleaning at the pavilion as circulated.
Following discussion, it was agreed the work was essential, the recommendation by the contractor not to install the suggested gutter brushes was taken on board, however it was felt that downpipe guards were required to avoid blockage from leaf fall.
RESOLVED that following a vote by show of hands the quote be approved and that the Clerk make the necessary arrangements, including the purchase of downpipe guards.

142.26 BUTTERCROSS

To receive an update on the restoration works
The proposed works will commence in the Spring with further updates provided once a date had been scheduled.
RESOLVED that the update be noted.

143.26 EVENTS

CHRISTMAS

a) To confirm member availability for the Christmas Tree Light Switch-On Event and the Christmas Eve Carols Around the Buttercross Event.
Members completed the rota, confirming their availability for both events. The rota will be incorporated into the Event Management Plan for each event. It was noted that additional volunteers were required for the Christmas Eve event and that no first aider had yet been identified for the Christmas Tree Lights Switch-On event. The need to recruit additional volunteers was discussed, and several individuals were suggested as potential first aiders.
RESOLVED that the Clerk be instructed to make the necessary arrangements to promote the need for volunteers and to secure the services of a suitably qualified first aider for the Christmas Tree Lights Switch-On event.

b) To receive the information that all members and volunteers will be required to complete the Counter

Terrorism online training before taking part in or supporting any event on behalf of Tickhill Town Council.

RESOLVED that the Clerk will send the link to the online training and that all members involved in the events confirmed they would complete it prior to the events. The training will be recorded in the Council's training records.

c) To receive and note the Christmas Tree Light Switch-On Event Management Plan

RESOLVED that the Event Management Plan was received and members raised no comments or issues.

d) To consider and approve a new supplier for the provision of electricity for the festive lighting as per the circulated report.

RESOLVED that following a vote by show of hands the quote in the report from Conrad Energy for the MPAN energy supply for festive lighting of MPAN be accepted on a three-year contract and that the Clerk be instructed to make the necessary arrangements.

e) To consider an independent judge for the best Dressed Christmas Window competition

There was a brief discussion in which it was agreed that a panel of three judges be approved comprising members from Tickhill Churches Together, the Tickhill and Bawtry Probus Group and Tickhill Together.

RESOLVED that the Clerk make contact to confirm the decision.

f) To receive an update on Christmas planning

The event Management Plan for the Christmas Eve event is in draft form and will be included in the November agenda pack, thank you to Cllr Johnsons for all the hard work on this. The Clerk is waiting for confirmation that the road closure has been approved. All other plans are progressing.

RESOLVED that the update be noted.

REMEMBERANCE SERVICE

g) To consider the Chair representing the Council and laying a wreath at the St Mary's Church Remembrance Service

RESOLVED that following a vote by show of hands the Chair lay the Remebrance Wreath on behalf of Tickhill Town Council.

h) To approve the cost of £31.50 to purchase a wreath for the Remembrance Service (LGA 1972 s137)

RESOLVED that following a vote by show of hands the expenditure be approved.

MALE VOICE CHOIR CONCERT

i) To consider attendees following the invitation extended to the Chair, Clerk, and members to attend the Christmas Male Voice Choir concert on Saturday 12th December 2026.

The Chair confirmed attendance, all other members wishing to attend should let the Clerk know so confirmation of numbers can be given to the organisers.

RESOLVED that the update be noted and members will advise the Clerk should they wish to attend.

144.26 ST MARY'S CAR PARK

a) To receive the car park inspection report

It was noted that Cllr Johnson and her husband had made the required repairs to the notice board as identified in the inspection reports.

RESOLVED that the inspection report for October be received.

b) To receive an update on the resurfacing works

Last week preliminary works were conducted on the kerb edging and all preparation for the resurfacing was completed. The unused salt bin has been relocated to the island opposite the Church entrance. Tarmac and surface dressing was completed today with the line painting scheduled for Wednesday 28th and Thursday 30th.

RESOLVED that the update be noted.

145.26 COMMUNITY GRANT APPLICATIONS

To consider and approve grant applications submitted by local community groups.

Each grant application was discussed on its individual merits and the potential benefit to the community. The grant from the Bowling Club was rejected as it was felt this did not sufficiently align

with the objectives of the Councils grant scheme. It was noted that Cllr Thomas declared an interest in the item and therefore abstained from the discussion and vote.
RESOLVED that following a vote by show of hands the following grants be approved and the Clerk make the necessary arrangements for payment. To further note Cllr Thomas abstained from the vote.

- Found My Niche awarded £250.00 under the Section 137 of the Local Government Act 1972.
- St Mary's PCC awarded £500.00 under Section 214 of the Local Government Act 1972.
- Tickhill Together awarded £150.00 under Section 145 of the Local Government Act 1972.

146.26 WORKING GROUP MEMBERSHIP

a) To consider the request from a resident to participate as an ex-officio member of the Young Persons Working Group, in accordance with the Working Group's Terms of Reference (details circulated)
RESOLVED that following a vote by show of hands David Rowse be approved as an ex-officio member of the Young Persons Working Group and that the Clerk make the necessary arrangements.

b) To consider the request from two residents to participate as ex-officio members of the 250th Buttercross Celebration Event Working Group as per the Working Group's Terms of Reference (details circulated)
RESOLVED that following a vote by show of hands Richard Fawcett and Gillian Fawcett be approved as ex-officio members of the 250th Buttercross Celebration Events Working Party and that the Clerk make the necessary arrangements

147.26 DUCK FEEDER

a) <u>To receive an update on the installation of the duck feeder</u>
The Duck feeder is now due to be installed by the manufacturer at the end of October/beginning of November and that the Grounds Lengths man has confirmed they will fill the feeder as required. An anti pest bin to store the feed at the pavilion will be required.
RESOLVED that the update be noted and that the Clerk will purchase an anti pest feed container and make the necessary arrangements for filling.

b) <u>To consider the beneficiary charity for the proceeds of the sales from the duck feeder</u>
Following discussions, it was proposed that the proceeds from the sales for the year 2027 go to the Community Defibrillator fund. The Council expressed the wish that the beneficiary be reconsidered every 12 months.
RESOLVED that the Clerk contact the group to make the necessary arrangements and diarise the agenda item to consider the beneficiary for 2028.

148.26 FLAG FLYING DATES:

- 8th November – Armistice
- 11th November – Remembrance
- 14th November – King Charles III Birthday

To note the Buttercross Dome will be lit red for the 8th and 11th November and in the colours of the Union Flag on 14th November.
RESOLVED that the updates be noted.

149.26 ITEMS FOR THE NEXT AGENDA: To consider any member items.
Cllr Thomas requested an item for the consideration of an award for Freedom of The Town.
Cllr Taylor requested an item to consider investigating the process to relocate the Market Cross from the end of Wellingley Lane back to its original position on the Buttercross.

150.26 STAFFING

To receive and sign the terms of agreement to confirm the appointment of YHEA for the provision of external HR support as per resolution 126.26.
RESOLVED that the terms of agreements were signed by the Chair and Clerk in the presence of the meeting.

There being no other business, the meeting was declared closed at 20.42

NEXT MEETING: **24th November 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
24t November 2026