

HIGH MELTON PARISH COUNCIL

1 July 2026 - Ordinary Parish Council Meeting

In attendance: Councillors: Martin Pick, Dave Jones, Joan Herrero, Robert Parkes. Also present were nine members of the public and Paul Rollinson, Clerk.

1. **Apologies:** Parish Councillor Tom Hunt and Ward Councillors Cynthia Ransome and Oliver Bloor.
2. **Declarations of Members' Interests:** Councillors Martin Pick, Joan Herrero and David Jones declared membership of the Friends of St James Church and Community Group.
3. **To approve the minutes of Parish Meetings**
 - a) Ordinary Meeting held 6 May 2026 and the Extra ordinary Meeting held 27 May 2026. Resolution; meeting minutes were accepted.

4. **To Receive Correspondence**

The Clerk reported that the following correspondence had been received since the previous meeting and circulated where appropriate:

- Three Freedom of Information requests relating to the Neighbourhood Plan, including requests for details of costs, draft documents, and a breakdown of time involved.
- Further correspondence relating to a formal complaint and that there will be no progression to a next stage of the complaints process.
- Neighbourhood Plan correspondence and updates on progress.
- Meeting invitations and financial correspondence, including circulation of the Ordinary Parish Council meeting invitation and bank statements for financial updates.
- Correspondence with Ward Councillors regarding Parish Council matters and ongoing engagement.
- Correspondence with No.16 Coffee Bar confirming arrangements for the Parish Council's new meeting venue and meetings for the remainder of the year.
- Correspondence with Parish Councillors following advice received from YLCA regarding governance and financial management matters.
- YLCA bulletins and briefings, including the White Rose Weekly Bulletin and Law & Governance Monthly updates.
- Newsletter correspondence and approval, including distribution of the newsletter and feedback from a resident regarding hand delivery, email circulation, and environmental impact.
- Correspondence with the previous website provider, including invoices; and decline renewal of their services.
- Resident correspondence regarding the grassed area on Melton Mill Lane, together with related correspondence from the Office of Ed Miliband MP.

- Several email responses relating to the Community Speed Watch campaign.
- SBA correspondence relating to the audit certificate.
- HMRC Gateway and Government service notifications concerning account access, reminders, and other system-generated updates.
- Website-related correspondence, including matters relating to the parish website, parish email accounts, transfer to a .gov.uk domain, and an offer of £25 towards associated arrangements.
- Doncaster Council and partner organisation correspondence, including a request for a meeting regarding the proposed housing development at the college site.
- Advertising and noticeboard correspondence regarding approval for the display and circulation of parish-related material.

Resolved: the correspondence be received and noted.

5. To Receive Financial Update

a) Accounts overview 1 April 2026 – 30 June 2026

Balance brought forward: £4,292

Incomings:

Precept payment	£5,700
Interest Payment	£5.51
Interest Payment	£6.25
Interest Payment	£0.42
Interest Payment	£6.03

Total £5,718.21

Outgoings:

Clerk Salary x3	£681.60
HMRC	£170.40
YLCA Subscription	£152.00
Zurich Insurance	£372.41
Internal Audit Payment	£325.00
Website Provider	£300.00

Total £2,001.41

Closing Balance as at 30 June 2026: £8,008

b) Banking Reconciliation for 1 April 2026 to 30 June 2026

Income		Expenditure	
Precept:	£5,700	Clerk salary/Expenses/Tax:	£852
		Including WFH Allowance	
Interest:	£11.60	General Admin:	£1,149.41
		Misc:	£0.00
Total:	£5,718.21	Total:	£2,001.41

Balance brought forward:	£4,292
Add Income:	£5,718
Less Payments:	£2,001
Carried Forward:	£8,008

Balances at Bank:	£7,808
Current account:	£200
Total balance:	£8,008

<u>Balance carried forward</u>	<u>£8,008</u>
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RESOLVED:

- a) To accept the Financial Update and Banking Reconciliation as presented.
- b) To note the bank statements for the Business Current Account and Business Instant Access Reserve Account for the periods for the periods 28 February 2026 to 1 May 2026.

6. To Receive Planning Updates

An update was received on the Planning Application 26/00685/4FULM relating to Melton Park and proposed housing and site development. This included the feedback on the current positions from all Council services and other parties and stakeholders on the proposals.

Concerns were discussed regarding the traffic and access issues to the site and residents concerns which also include about Hangman Stone Lane, the expected increased levels of traffic and traffic calming measures. Comments were also made about the impact on the trees on the site.

A meeting with Doncaster Council Highways is being arranged regarding the development to consider the following:

- Improve access visibility and ease of entry/exit from the site and Hangman Stone Lane e.g. removal of the nib.
- Provision of a roundabout at the site entrance to replace the existing triangular arrangement.
- Possibility of introducing average speed cameras at entry points to Doncaster Road.
- Installation of a traffic light system as a traffic calming measure.
- Provision of a zebra crossing, subject to mitigation of any associated light pollution.

Residents were encouraged to submit comments into the planning portal and also to raised any concerns with the Parish Council via the Clerk.

7. Update on plans for footpaths connections to other villages

An update was given on the footpath scheme and the work with the representatives from neighbouring Parishes and there have been a number of meetings to progress.

Cllr Joan Herero explained that Ed Miliband MP had made contact to express support for the development and welcomed the initiative after learning about it through the parish newsletter.

A further meeting is to be arranged to progress the scheme further which is to link up the villages with safe routes, in a safe way.

8. To Receive Traffic Group Update

A further update was provided on the traffic calming speed watch group. The estimated setup cost for a Community Speed Watch scheme is approximately £350, providing the essential equipment required for trained volunteers to undertake roadside speed monitoring and support local road safety initiatives.

The costs comprise: a Bushnell Speed Gun (£155.00), carrying case (£19.59), four high-visibility jackets (£31.96), a stopwatch (£3.95), ten Community Speed Watch signs (£69.00), clipboards and stationery (£30.00), and delivery costs (£40.00), giving a total estimated setup cost of £349.50 (rounded to £350).

Resolved: The Parish Council resolved to proceed with all in favour.

9. Update on St James Church

An update was provided on the friends of Saint James's church and community group which is separate from the parish council. The group would welcome volunteers interested in joining and support the preservation and use of St James Church. They are accredited as a community group with Doncaster Council and are able to raise funds and apply for grant funding to support the church's conservation, development, and community activities.

10. Update on village fair event

The Parish Council is supportive of the annual village fair which been arranged for the 29th of August 2026. There will be approximately 20 stalls, and everybody is welcome to attend. The entrance fee and further details are expected to follow.

11. Update on Parish Neighbourhood Plan

An update was provided on the current situation regarding the development of the neighbourhood plan. Feedback and guidance received from Doncaster Council have been incorporated into the updated draft Neighbourhood Plan, together with insights from local Parish Councils that have either have a neighbourhood plan or are in an advanced stage of the Neighbourhood Planning approval process.

The clerk confirmed the final updates will be made before resubmitting to Doncaster Council interviewed for a final version being agreed.

The parish council discussed and resolved a motion to make available the current draft commerce council website for people to access.

Resolved: Parish Clerk to update the parish council website with a copy of the current draft of the neighbour plan and to draft information relating to its current situation.

12. Parish Newsletter Update & Distribution

A review of the Parish Council newsletter and its distribution arrangements was undertaken. This included consideration of production costs and the continued use of advertising to help offset these costs.

The newsletter is distributed by volunteers to every household in the village to ensure that all residents are kept informed of Parish Council activities, local news, and community events. Feedback from residents has been positive and a printed copy is a preferred method of receiving the newsletter update and information.

The option of providing additional electronic copies via email and through the Parish Council website was considered for residents who may not wish to receive a printed copy. However, it was felt that maintaining universal distribution of the

printed newsletter is important to ensure transparency and provide a consistent service to all residents.

Resolved: There was a resolution for the Parish Newsletter to continue to be distributed as a paper copy and the Clerk to distribute versions electronically via a mailing list and on the Parish Website.

13. **Public Session:** A resident commented on the need to move on when a topic has been discussed enough and referred to being involved as a trade union representative where they had a rule for this in meetings.

14. Date of Next Meeting

9 September 2026

Signed: _____

Date: _____