

BLAXTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 16 OCTOBER 2014 IN BLAXTON VILLAGE HALL AT 19:30

PRESENT: Councillors N C McCarron (Chair), L Hornsby, R Johnson, P Oliver, P Schofield
and, P A Dennis (Clerk)

APOLOGIES: All Present

1) APOLOGIES - None

**2) TO CONSIDER THE EXTENT, IF ANY, TO WHICH THE PUBLIC ARE TO BE
EXCLUDED FROM THE MEETING – No Exclusions**

**3) DECLARATION OF PREJUDICIAL INTERESTS, OTHER INTERESTS, THE RECEIPT
OF GIFTS AND HOSPITALITY AND REQUESTS FOR DISPENSATION – None made**

4) PUBLIC PARTICIPATION – None

5) MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18 SEPTEMBER 2014

RESOLVED (1)

That the Minutes of the Parish Council meeting held on 18 September 2014 be approved
as correct records and signed by the Chair.

6) MATTERS ARISING FROM THE MINUTES

a) Signal Box and Rail Traffic Volume Changes – Resolution 3

RESOLVED (2)

That it be noted that, despite repeated enquiries, a reply was still awaited from Network
Rail.

Councillor L Hornsby joined the meeting at this point

7) POLICING ISSUES

a) Airport Villages Reports for September 2014 – **Noted**

8) DMBC AND SOUTH WEST AREA TEAM ISSUES

a) Communities Area Team Service Review - Statement of Strategic Intent –
Questionnaire emailed 10/10/14 – Noted

b) Village Walks – Resolution 5

RESOLVED (3)

That it be noted that the Clerk had received an acknowledgement and report reference
numbers following submission of the report produced by Councillor Johnson.

9) WARD MEMBERS REPORT – No Issues

10) ELECTORAL REVIEW OF DONCASTER: FURTHER DRAFT RECOMMENDATIONS AND NOTE TO PCJCC MEMBERS – Noted

11) ACCOUNTS AND FINANCIAL MATTERS

a) October 2014 Payments

RESOLVED (4)

That the following payments be approved for payment by internet banking on 17 October 2014:-.

<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
1415 Limited (Mr Flag) – 3446	6' x 4' Union Flag	84.10	16.82	100.92
Veolia Environmental Services – OP/1448493	BPF grass cutting 5 and 19/10/14	67.88	13.58	81.46
DMBC – 20847137	Dog Waste Bins 23/06/14 - 14/09/14 - 3 bins @ £5.15 each for 12 weeks	185.40	37.08	222.48
Need A Hand Ltd – 1470	Replant 3 Planters, water and feed 26/09/14	260.00	0.00	260.00
Need A Hand Ltd – 1472	BPF - 15/10/14 Strim, tidy and apply herbicide to fence and boundary lines - Quote approved 18/09/14	265.00	0.00	265.00
Need A Hand Ltd – 1473	BPF - Supply and fit 2 No. bench supports 15/10/14	60.00	0.00	60.00
Need A Hand Ltd – 1474	JPF Strim, clear ramp, apply herbicide 15/10/14	50.00	0.00	50.00
P A Dennis	Salary October 2014	274.25	0.00	274.25
P A Dennis	Office, Telephone, Broadband Allowance June/July 2014	47.00	0.00	47.00
HMRC	M7 Contributions	71.40	0.00	71.40
P A Dennis	Reimbursement for Know How Cloud Backup 26/09/14 - 25/09/15	29.95	0.00	29.95
BDO LLP – 1315604	External Audit 2013/14	100.00	20.00	120.00
Viking – 333280	3 HP364XL Black Ink, 3 HP364XL C, Y, M inks, 5 Reams A4 paper	87.93	17.59	105.52
Total Payments to be made on 17/10/14				1,687.98

b) Bank Reconciliation September 2014 – Received and noted

c) Balances against the Precept to 16 October 2014 – Received and noted

d) Draft Revised Financial Regulations

RESOLVED (5)

That consideration of the draft revised Financial Regulations issued by email on 14 October 2014 be deferred for consideration at the next Parish Council meeting.

e) External Audit for 2013/14

RESOLVED (6)

That the completed Annual Return for 2013/14 be received and approved.

RESOLVED (7)

That the 'External Audit Issues Arising Report' be received and that the following Action Plan be agreed:-

Accounting Statement not approved by 30 June 2014 – note the requirement and recognise that this was not possible for 2013/14 due to the cancellation of the June 2014 Parish Council meeting which would have been inquorate.

Minor Issue – Annual Return does not add up by £1 – note that the Annual Return had been completed in accordance with the guidance included on page 2 of the return form which requires that all figures are rounded to the nearest pound and that the Clerk be requested to check guidance manuals on this issue.

Internal Auditor Recommendations – note that the Internal Auditor's recommendations had been accepted at the Parish Council meeting on 10 July 2014 (Resolution 14).

12) GOVERNANCE

RESOLVED (8)

- a) Publication of Government response to the Consultation on a Transparency Code for Local Councils/Parish Meetings (turnover not exceeding £25,000) - **Noted**
- b) YLCA Advice Note Number 22 – Recording Parish Council Meetings and Recording Office Decisions made under Delegated Powers

Adoption of the draft Policy on the Effective Management of Recording Meetings was considered together with a considerably shorter version, suggested by Councillor Johnson, which could be incorporated within Standing Orders.

RESOLVED (9)

That a decision on this issue be deferred until the next meeting

RESOLVED (10)

That it be noted that no action was required in relation to the recording of decisions made by the Clerk under delegated powers since the Council had not granted any powers to the Clerk

- c) NALC Legal Briefing L02-14 – Amendment to Standing Orders to reflect the change in the law relating recording Parish Council meetings – **Deferred pending a decision on 12(b) above**
- d) NALC Legal Topic Note LTN5 – Parish and Community Council Meetings – **Noted**
- e) NALC Legal Topic Note LTN1 – Councils’ Powers to Discharge Their Functions – **Noted**
- f) Statutory Instrument No.2095(2014) – **Noted**

13) PLANNING

- a) Planning Applications – **None**
- b) Summerfields Estate Green Space – Resolution 14

RESOLVED (11)

That it be noted that draft documents to progress the designation of a village green would be presented at the next meeting.

- c) DMBC – Withdrawal of Doncaster Sites and Development Plan Document and preparation of a single Local Plan

RESOLVED (12)

That DMBC be requested to include the Garage Plot on New Street, Blaxton as a development area for older persons’ housing.

14) CHAIR’S REPORT

The Chair reported on the following issues:-

- a) Finningley Post Office – Parking

RESOLVED (13)

That the Post Office owner be advised that DMBC and the Airport would probably be able to give advice about opportunities for extending parking facilities.

- b) Parish Councils’ Joint Consultative Committee Presentation on Fracking attended by Chair and Clerk on 30 September 2014 – **Oral report noted**

- c) Parish Council Notice Board

RESOLVED (14)

That the Clerk be requested to obtain quotations for a selection of suitable notice boards and styles.

d) Hedges – Station Road

RESOLVED (15)

That it be noted that there was a dispute about responsibility for the hedge on Station Road which borders the Airport and that a meeting was to be held on 20 October 2014 with Airport and DMBC representatives to discuss this issue and other boundary issues of concern.

e) Newsletter

RESOLVED (16)

That Members be requested to provide items for inclusion in a future Newsletter.

f) Airport Consultative Committee 16 October 2014

The Chair reported on the meeting of the Airport Consultative Committee held on the morning of 16 October 2014 which included interesting information on Vulcan XH558 which is currently based at the Airport and, plans for an Engineering School.

RESOLVED (17)

That the report be noted,

15) BLAXTON PLAYING FIELD

a) Play Equipment for Toddlers

RESOLVED (18)

That the Clerk be requested to discuss the supply of the following items from the Suppliers indicated and report back with firm costs at the next meeting.

Sutcliffe Play – Springie Buggie

Wicksteed Playgrounds – Cockerel Rocker and Roller, Cockerel 2 Way Rocker and Donkey Springer

16) BLAXTON VILLAGE HALL

a) Request for Grant 2015/16

RESOLVED (19)

That the request for a grant of £1,600 to assist with heating, electricity and cleaning costs be considered as part of the budget process at the next meeting.

b) Draft Minutes of Meeting held on 25 September 2014 – **Noted**

c) Letter from Mell Builders relating to Restrictive Covenant Preventing Access Gates onto Back Lane – **Noted**

d) Request to Start Parish Council Meetings Later

RESOLVED (20)

That the Clerk notify the Village Hall Committee that, with regret, the Council felt that it would not be appropriate for Parish Council meetings to start at 19:45 since meetings often last two hours and on occasions three hours.

17) JOINT PLAYING FIELD

- a) Agenda 1 October 2014 – Emailed 01/10/14 – **Noted**
- b) Pavilion Project – Resolutions 23 and 24

RESOLVED (21)

That it be noted that:-

- a response had been received from YLCA about VAT issues and that YLCA had been reminded that a response was still required about the possible implications of a Joint Parish Council and Joint Playing Field Association project.
- HMRC had been asked for guidance on the joint project and the disproportionate VAT recovery claim which this would lead to by the Parish Councils.

18) CORRESPONDENCE

RESOLVED (22)

That the following correspondence be received and noted:-

- a) DMBC Remembrance Sunday and Armistice Day Invitation
- b) YLCA White Rose Update 9 September 2014
- c) YLCA White Rose Update 10 October 2014
- d) South Yorkshire Fire and Rescue Authority – Member Briefing – October 2014
- e) SYPTE – Energy and Cost Saving Initiative – Installation of Timer Switches on Bus Shelters
- f) SYPTE – HS2 College News
- g) Invitation to Northern Gas Networks Social Investment Workshops and Lunch: 4 and 13 November 2014
- h) Northern Power Grid October eBulletin

19) DATE OF NEXT MEETING

RESOLVED (23)

That it be noted that the next Meeting of the Blaxton Parish Council would take place on Thursday 20 November 2014 in Blaxton Community Hall at 19:30.

Meeting Closed at 21:26

Chair: _____

Date: _____