

BLAXTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 20 NOVEMBER 2014 IN BLAXTON VILLAGE HALL AT 19:30

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

APOLOGIES: Councillor P Oliver

1) APOLOGIES

RESOLVED (1)

That apologies for absence be accepted from Councillor P Oliver.

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 16 OCTOBER 2014

RESOLVED (2)

That the Minutes of the Parish Council meeting held on 16 October 2014 be approved as correct records and signed by the Chair.

6) MATTERS ARISING FROM THE MINUTES

a) Rail Traffic Volume Changes – Resolution 2

RESOLVED (3)

That it be noted that an increase in traffic of up to two trains an hour in each direction was possible but would depend on how passenger and freight operating companies took up these options from December 2014.

b) Newsletter – Resolution 16

RESOLVED (4)

That the updated draft Newsletter circulated at the meeting be approved for printing and distribution.

7) POLICING ISSUES – Airport Villages Report for October 2014

RESOLVED (5)

That the report be received and noted and that the Police Community Support Officers (CPSOs) be thanked for attending the meeting.

8) DMBC AND SOUTH WEST AREA TEAM ISSUES

a) Neighbourhoods Service Delivery and Village Walks – Resolution 3

The Clerk reported that only two issues were known to have been dealt with by DMBC from a large number of matters reported.

The Chair reported that other local councils were also experiencing difficulties due to the absence of feedback from DMBC on issues raised.

RESOLVED (6)

That the reports be noted and that the Clerk be requested to provide information about the Lagan system, operated by DMBC, to Councillors McCarron and Johnson for information in connection with raising this problem at the next Parish Councils' Joint Consultative Committee meeting.

9) WARD MEMBERS REPORT

Councillor Schofield reported that DMBC proposed to increase Council Tax by 1.99% for 2015/16.

RESOLVED (7)

That the report be noted with thanks.

10) ACCOUNTS & FINANCIAL MATTERS

a) November 2014 Payments

RESOLVED (8)

That the following payments be approved for payment on 21 November 2014

<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
Xmas Direct (CCTC Ltd) – XS00151004 – Paid 23/10/14	60 Metres Xmas Lights (600), 2 x extension leads, 'Y' Splitter	181.26	36.24	217.50
SLCC Enterprises Ltd - 115862	Governance and Accountability Practitioners Guide 2014	23.00	0.00	23.00
Royal British Legion – Cheque 100828	Wreath Donation	75.00	0.00	75.00
P A Dennis	Salary November 2014	274.25	0.00	274.25
P A Dennis	Office, Telephone, Broadband Allowance Aug/Sept 2014	47.00	0.00	47.00
HMRC	M8 Contributions	71.40	0.00	71.40
Total Payments due on 20/11/14				708.15

b) Payments Due on 19 December 2014

RESOLVED (9)

That the following payments be approved in advance for payment on 19 December 2014

<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
P A Dennis	Salary December 2014	274.25	0.00	274.25
P A Dennis	Office, Telephone, Broadband Allowance Oct/Nov 2014	47.00	0.00	47.00
HMRC	M9 Contributions	71.40	0.00	71.40
Total Payments due on 19 December 2014				392.65

- c) Bank Reconciliation 31 October 2014 – **Noted**
d) Balances against the Budget to 12 November 2014 – **Noted**

e) Revised Financial Regulations

RESOLVED (10)

That the amendments to the draft Financial Regulations discussed at the meeting be incorporated in a revised draft for consideration at the next meeting.

f) Quotations for Planting and Maintaining Planters

RESOLVED (11)

That quotations for stocking and maintain the three planters be invited from three contractors.

g) Internal Auditor Appointment

RESOLVED (12)

That the policy of using a qualified Accountant to carry out the Internal Audit of the Council's accounts be retained.

h) War Memorial Grounds – Surfacing

RESOLVED (13)

The Clerk be requested to investigate options for cleaning the Memorial, improving the surface of the grounds and providing wreath retention fittings.

i) Periodic Audit by Members to 31 October 2014

Councillor L Hornsby reported that he and Councillor P Oliver had examined Councils' financial records for the period 1 April to 31 October 2014 and found them to be satisfactory.

RESOLVED (14)

That the report be noted and that Councillors Hornsby and Oliver be thanked for their work.

j) Parish Council Website

RESOLVED (15)

That the Clerk be requested to proceed with the development of the Parish Council Website using the 1&1 package at a cost of £4.99 per month in year one and at a current cost of £19.99 in year 2.

k) Parish Council Notice Board (Resolution 14)

RESOLVED (16)

That a notice board large enough to take 18 A4 pages be purchased from Signscape at a cost of around £1,600.

l) Christmas Lights

Members commented on the Christmas lights (payment included in 10(a) above) and the need for additional lights. The Chair reported that after the new and other existing lights were installed on the trees some of the older lights had been found to be serviceable and were to be added to the trees. However, given the condition of the older lights, Members felt that more lights were needed to provide an effective display.

RESOLVED (17)

That the Clerk be requested to order a further 60 metres of lights from Christmas Direct for installation this year.

m) Draft Budget 2015/16

Details of the planned budget for 2014/15, receipts and payments to 20 November 2014, estimated receipts and payments to 31 March 2015 and the projected budget for 2015/16 was considered by the Council. Minor amendments were suggested for further consideration at the January 2015 meeting before the Precept is set.

RESOLVED (18)

That the report be received and noted and that the Clerk be requested to produce a revised statement for consideration at the next meeting.

11) GOVERNANCE ISSUES (Resolution 8)

Recording Parish Council Meetings

RESOLVED (19)

That, following advice from YLCA, the following wording relating to recording the proceedings of Parish Council meetings be included in Section 3 of Standing Orders, rather than establishing a separate policy document:-

The right to record, film and broadcast meetings of the council is established under the Openness of Local Government Regulations 2014. Persons wishing to record the council meeting should:

- *Not be disruptive in doing so, disruptive behaviour will be defined as any behaviour that distracts from the proper conduct of business;*
- *Not ask for statements or discussions to be repeated for the purpose of the recording;*
- *Not, at the meeting, add their own commentary to the recording;*
- *Get the necessary permissions to film other than members of the council present at the meeting;*
- *Be aware that the minutes of the meeting taken by the Clerk and approved by the council will be considered as the true record of proceedings.*

12) PLANNING

a) Planning Applications

RESOLVED (20)

That the following action taken between meetings be confirmed:-

<u>Application No and Address</u>	<u>Details</u>	<u>Comments</u>
14/02519/FULFT 3 Hillscroft Road Blaxton Doncaster DN9 3AR	Erection of single storey garage extension to side of detached bungalow	No objections – comment submitted between meetings after Member consultation due to Planning Consultation timescale.

b) Summerfields Estate Green Space – Resolution 11

RESOLVED (21)

That the format of the questionnaire to be used, the process which would need to be followed and the provision of support with the completion of the questionnaire be discussed further in the New Year.

c) DMBC – Withdrawal of Doncaster Sites and Development Plan Document and preparation of a single Local Plan – Resolution 12

RESOLVED (22)

That that be noted that DMBC had included the new Street Garages plot in the call for sites for inclusion in the new single Local Plan.

13) CHAIR'S REPORT – Station Road Hedges

RESOLVED (23)

That an update from DMBC be requested on the meeting held with Airport representatives to discuss issues including maintenance of the hedges on Station Road.

14) BLAXTON PLAYING FIELD

a) Play Equipment for Toddlers

RESOLVED (24)

That the following items be ordered at a total cost of £6,081.90.

- Sutcliffe Play – Springie Buggie
- Wicksteed Playgrounds – Cockerel Rocker and Roller, Cockerel 2 Way Rocker and Donkey Springer

15) BLAXTON VILLAGE HALL – Next Meeting 22 January 2015

16) JOINT PLAYING FIELD

- a) Pavilion Project – Resolution 21

RESOLVED (25)

That it be noted that a reply from HMRC about VAT recovery had been received but that a reply was still outstanding from YLCA about a joint project between two Parish Councils and a voluntary association.

17) CORRESPONDENCE

- a) YLCA – NALC LTN9E – Handling Complaints

RESOLVED (26)

That it be noted revised procedure on handling complaints would be produced for consideration by the Parish Council when an adaptable version was available and that, if a complaint arose on the meantime it would be dealt with in accordance with the principles of the NALC advice.

RESOLVED (27)

That the following items be noted.

- b) YLCA – Local Government Pay Consultation
- c) DMBC – Parish Councils' Joint Consultative Committee Meeting Agenda 4 November 2014
- d) .DMBC – Public Rights of Way Forum – Agenda 27 November 2014
- e) Locating private sewage pumping stations for transfer to Yorkshire Water
- f) South Yorkshire Fire and Rescue Authority - Member Briefing November 2014
- g) Open Space Autumn 2014 – Open Spaces Society publication
- h) Northern Power Grid November e-bulletin

18) DATE OF NEXT MEETING

RESOLVED (28)

That it be noted that the next Meeting of the Blaxton Parish Council would take place on Thursday 16 January 2015 in Blaxton Community Hall at 19:30.

Meeting Closed at 22:05

Chair: _____

Date: _____