

## BLAXTON PARISH COUNCIL

### MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON THURSDAY 17 MAY 2018 IN BLAXTON VILLAGE HALL AT 19:35

**PRESENT:** Councillors N McCarron (Chair), R Johnson, P Schofield, R Dennis and J Scutt  
(from item 8)

**IN ATTENDANCE:** P A Dennis (Clerk)

#### **MEMBERS OF THE PUBLIC – 1**

#### **1) APPOINTMENT OF CHAIR FOR 2018/19**

RESOLVED (1)

That Mrs N C McCarron be appointed Chair for the 2018/19 Municipal Year.

*Mrs McCarron signed the Declaration of Acceptance of Office and took the Chair.*

#### **2) APOLOGIES – None**

#### **3) TO CONSIDER THE EXTENT, IF ANY, TO WHICH THE PUBLIC ARE TO BE EXCLUDED FROM THE MEETING - None**

#### **4) DECLARATION OF PREJUDICIAL INTERESTS, OTHER INTERESTS, THE RECEIPT OF GIFTS AND HOSPITALITY AND REQUESTS FOR DISPENSATION**

- Parish Councillor N McCarron declared an interest as a resident of Park Lane in respect of emergency vehicle access and trees.

#### **5) MINUTES OF THE ANNUAL PARISH MEETING AND MINUTES OF THE PARISH COUNCIL MEETING HELD ON 19 APRIL 2018**

RESOLVED (2)

That the Minutes of the Annual Parish Meeting and the Ordinary Parish Council Meeting held on 19 April 2018 be confirmed as correct records and signed by the Chair.

#### **6) PUBLIC PARTICIPATION – None**

#### **7) APPOINTMENT OF VICE-CHAIR FOR 2018/19**

RESOLVED (3)

That Mrs P Schofield be appointed Vice-Chair for the 2018/19 Municipal Year.

#### **8) CONSIDERATION OF APPLICATIONS FOR CO-OPTION TO THE PARISH COUNCIL**

At the closing date for the receipt of applications for co-option to the Parish Council one application, from Mr John Scutt, had been received.

RESOLVED (4)

That John Scutt be co-opted to the Parish Council with immediate effect.

*John Scutt signed the Acceptance of Office and joined the meeting.*

**9) APPOINTMENT OF INTERNAL AUDITOR FOR 2018/19**

RESOLVED (5)

That Graham Cawthorne be reappointed Auditor for the 2018/19 Financial Year.

**10) APPOINTMENT OF PARISH COUNCILLORS TO UNDERTAKE THE HALF YEARLY INTERNAL AUDIT OF THE ACCOUNTS FOR 2018/19**

RESOLVED (6)

That appointment of Councillors to undertake periodic audits be deferred for consideration until the next meeting.

RESOLVED (7)

That the internal auditing process to be used by Councillors be reviewed at the next meeting.

RESOLVED (8)

That consideration be given to the appointment of a third Councillor to be an authorised bank account signatory.

**11) APPOINTMENT OF REPRESENTATIVE AND DEPUTY REPRESENTATIVE TO DMBC PARISH COUNCILS JOINT CONSULTATIVE COMMITTEE FOR 2018/19**

RESOLVED (9)

That Councillors N McCarron and P Schofield be appointed Representative and Deputy Representative respectively to the DMBC Parish Councils' Joint Consultative Committee for 2018/19.

**12) APPOINTMENT OF REPRESENTATIVES (2) TO THE BLAXTON VILLAGE HALL COMMITTEE FOR 2018/19**

RESOLVED (10)

That Councillors N McCarron and R Dennis be appointed representatives on the Blaxton Village Hall Committee for 2018/19.

**13) APPOINTMENT OF REPRESENTATIVES (2) TO THE BLAXTON AND FINNINGLEY PLAYING FIELD ASSOCIATION FOR 2018/19**

RESOLVED (11)

That Councillors P Schofield and J Scutt be appointed representatives on the Blaxton and Finningley Playing Field Association for 2018/19.

**14) APPOINTMENT OF REPRESENTATIVES (2) TO THE SOUTH YORKSHIRE BRANCH OF THE YORKSHIRE LOCAL COUNCIL ASSOCIATIONS FOR 2018/19**

RESOLVED (12)

That Councillor N McCarron be appointed representative to the South Yorkshire Branch of the Yorkshire Local Councils Associations for 2018/19.

**15) APPOINTMENT OF REPRESENTATIVE ON AIRPORT NOISE MONITORING COMMITTEE FOR 2018/19**

RESOLVED (13)

That Councillor N McCarron be appointed representative on the Airport Noise Monitoring Committee for 2018/19.

**16) APPOINTMENT OF REPRESENTATIVE(S) TO DMBC PUBLIC RIGHTS OF WAY FORUM**

RESOLVED (14)

That Councillors N McCarron and P Schofield be appointed representatives on the DMBC Public Rights of Way Forum for 2018/19.

**17) MATTERS ARISING FROM THE MINUTES**

- a) Paving Installation – Seat on Bank End Road and Seat and Paving Installation Summerfields Drive Green Space – Resolution 2 – **Installed 16/05/18**
- b) General Data Protection Regulation (GDPR) Implementation – Course on 10 May 2018

A report by the Clerk circulated on 16 May 2018 on the impact of GDPR on the Parish Council and the steps to be taken was considered.

RESOLVED (15)

The report be received and noted and that the Clerk be requested to work on the Data Audit and the production of draft Policy documents for consideration at future Council meetings under the heading 'GDPR Progress Report'.

**18) DMBC AND EAST AREA COMMUNITIES TEAM ISSUES**

- a) Parish Councils Joint Consultative Committee Minutes 14 March 2018 – **Noted**
- b) Parish Charter Working Group – Nominations for Membership

RESOLVED (16)

That Councillor N McCarron be nominated to attend meetings of the Parish Charter Working Group.

**19) POLICING ISSUES**

- a) Police and Crime Commissioner Newsletter April 2018 – **Noted**

**20) DONCASTER SHEFFIELD AIRPORT – No Items**

**21) WARD MEMBERS REPORT**

- a) Ward Member attendance at Parish Council Meetings Resolution 9

RESOLVED (17)

That Ward Members be thanked for their reply explaining that they were happy to continue to liaise with Councillors when they met them at other meetings and, to take on issues via Members or the Clerk and, to attend meetings when available.

## 22) ACCOUNTS & FINANCIAL MATTERS

### a) Payments for authorisation 17 May 2018

RESOLVED (18)

That the following payments be authorised:-

| <u>Payee/Invoice No</u>                     | <u>Description</u>  | <u>Net</u> | <u>VAT</u> | <u>Total</u> |
|---|---|------------|------------|--------------|
| Glendale Countryside<br><b>GC446PC01192</b> | BPF Grass Cutting 20/04/18                                      | 37.10      | 7.42       | 44.52        |
| YLCA<br><b>111-1819</b>                     | GDPR Course 10/05/18  | 45.00      | 0.00       | 45.00        |
| P A Dennis                                  | Salary May 2018   | 367.50     | 0.00       | 367.50       |
| P A Dennis                                  | Office, Telephone, Broadband Allowance May 2018                 | 23.60      | 0.00       | 23.60        |
| P A Dennis                                  | Mileage Allowance - Blaxton - Skelton York 10/05/18 - 110 @ 17p | 18.70      | 0.00       | 18.70        |
| P A Dennis<br><b>203013844196</b>           | Reimbursement for 1&1 Website Hosting costs 08/05/18 - 08/06/18 | 19.99      | 4.00       | 23.99        |
| HMRC  | Month 2 Contributions   | 93.20      | 0.00       | 93.20        |
| Need A Hand<br><b>1892</b>                  | Cut and Strim grass on Joint Playing Field Ramp 03/05/18        | 60.00      | 0.00       | 60.00        |
| Need A Hand<br><b>1893</b>                  | Cut and Strim Blaxton Playing Field Entrance 03/05/18           | 30.00      | 0.00       | 30.00        |
| Need A Hand<br><b>1894</b>                  | Blaxton Playing Field - strim around play equipment 03/05/18    | 25.00      | 0.00       | 25.00        |
| Need A Hand<br><b>1895</b>                  | Weed War Memorial and rake pebbles back 03/05/18                | 25.00      | 0.00       | 25.00        |
| Came and Company<br><b>4285469</b>          | Insurance 01/06/18 - 31/05/19                                   | 588.76     | 0.00       | 588.76       |
| <b>Total</b>                                |   |            |            | 1345.27      |

### b) Bank Reconciliation April 2018 – **Noted and signed to confirm agreement with bank statement at 1 May 2018**

### c) Balances against the Precept to 12 May 2018 – **Noted**

### d) Internal Audit Report and Annual Governance and Accountability Return (AGAR) 2017/18, formerly Annual Return to be submitted to meeting on 21 June 2018 – **Noted**

### e) War Memorial Resurfacing

RESOLVED (19)

That the Clerk be requested to contact Mr Hornsby to obtain details of previous quotations and, to arrange a site meeting for the Parish Council when the Chair is available.

## 23) PLANNING

### a) Application 18/00973/FUL – 4 Hillscroft Road, Blaxton – Erection of extension and associated alterations – **Supported**

### b) Application 18/00790/FUL – White and Carter, Station Road, Blaxton – Erection of one dwelling & garage on plot 9, revised vehicular accesses to plots 7 & 8 and the formation of a new road with access onto Blakefield Road to serve phase 2

RESOLVED (20)

That an objection be registered for the following reasons:-

- There is a reference in the application to 'Phase 2' which gives the impression that there will be a larger development and possibly an attempt to avoid a Section 106 payment by splitting applications.
- The red line on current application appears to include the provision of a substantial length of roadway which suggests that there may be a further application.
- Members are concerned at the name 'Finningley Court' since it is in Blaxton but I gather that one Member has spoken to the developer and been reassured that this is just a business name and will not be used as a postal address.
- It is hard to reconcile the original approval on 17/01856/FUL to the current application since it contains no plot numbers even though the application refers to Plot 9.

c) Finningley Court Development, Station Road, Blaxton

A Member reported that the Developer had indicated during informal discussions that 'Finningley Court' was a trading name and would not be used for the finished development.

RESOLVED (21)

That the reported be noted with thanks.

- d) Bank End Quarry Premix operation – **Enforcement still investigating**
- e) Summerfields Estate Green Space – **No Issues**
- f) Springs Road Community Liaison Group Draft Minutes 26 April 2018 – **Noted**

## 24) CHAIR'S REPORT

The Chair reported that a new Landlord had taken over at the Blue Bell Public House and that he had indicated that he would be happy to accommodate activities when the Service of Remembrance takes place in November. She also reported on litter on Blaxton Playing Field and requests for a roundabout which are dealt with under the following item on Blaxton Playing Field.

RESOLVED (22)

That the Chair be thanked for her report which was noted.

## 25) BLAXTON PLAYING FIELD

- a) Replacement Fencing and Gates adjacent to Public Footpath – Resolution 16 – **Ordered and expected mid-July**
- b) Fencing Work adjacent to Bank End Road Dyke – Resolution 13 15/02/18 – **in hand**
- c) Litter and Requests for Equipment

The Chair reported that a member of the public had noticed that the litter bin on the playing field had been full during a recent visit and that on a subsequent visit the contents of the bin had been spread about the field. The resident had returned with a bag and a litter picker to clear the rubbish.

RESOLVED (23)

That the Chair be requested to pass on the thanks of the Parish Council to the resident for taking the time to pick up the rubbish.

The Chair also reported that some residents had commented that the playing field lacked a roundabout.

RESOLVED (24)

That the provision of a roundabout be considered further under the following item 'Playing Field Development Plan'.

d) Playing Field Development Plan – Resolution 8

The Clerk reported that he had met with a representative from Wicksteed on the Playing Field to discuss the potential for developing the field and seeking access to grants to help support the development. As a first step the representative had agreed to produce a draft vision for the Parish Council to consider. The Council could then put the vision plan out to public consultation to gather the thoughts of residents and provide evidence of support which could be used to underpin grant applications. Alternatively, the Council could continue as at present to improve and maintain the equipment periodically.

RESOLVED (25)

That the report be noted and that the Clerk also ask the Wicksteed representative for details of roundabout costs and recommendations for suitable locations, taking account of the possibility of a major development on the Playing Field.

e) Field Drainage

The Clerk reported that he was still working to get in touch with drainage contractors.

RESOLVED (26)

That the report be noted.

## 26) BLAXTON VILLAGE HALL

a) Annual General Meeting 8 May 2018 – Agenda, Audited Accounts 2017/18 and Building Inspection Report – **Noted**

b) Ownership of Village Hall

RESOLVED (27)

That this item be deferred pending receipt of the minutes of the Village Hall Committee meeting held on 8 May 2018.

RESOLVED (28)

That the Clerk be requested to check with the Council's Solicitor about the existence of documents relating to the arrangement between the Village Hall Committee and the Council.

c) Letter of Appreciation for 2018/19 Grant received – **Noted**

## 27) JOINT PLAYING FIELD

### a) Annual Meeting and Pavilion Grant

Councillor Johnson reported that the Annual Meeting of the Blaxton and Finningley Playing Field Association would be held on 4 June 2018 and outlined arrangements for administering the remaining pavilion grant balance.

RESOLVED (29)

That the report be noted.

### b) Maypole Certificates

RESOLVED (30)

That copies of the Maypole Certificates of Dedication and Custodianship be received with thanks and that appreciation be recorded to all those who made the Maypole a reality and contributed to re-establishing the tradition.

## 28) CORRESPONDENCE

RESOLVED (31)

That the following items be noted:-

- a) YLCA – Information Commissioner's statement on the General Data Protection Regulation
- b) Consultation Paper – Unauthorised Development and Encampments
- c) NALC Chief Executive Bulletin 18 – 4 May 2018
- d) Clerks and Councils Direct May 2018

## 29) DATE OF NEXT MEETING

RESOLVED (32)

That it be noted that the next meeting of Parish Council was due to take place on Thursday 21 June 2018 at 19:35 in Blaxton Village Hall.

Meeting closed at 21:29

Chair: \_\_\_\_\_

Date: \_\_\_\_\_