

**BLAXTON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 19 JULY 2018 IN  
BLAXTON VILLAGE HALL AT 19:35**

**PRESENT:** Councillors N McCarron (Chair), P Schofield, R Johnson and R Dennis

**APOLOGIES:** Councillor J Scutt

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

**MEMBERS OF THE PUBLIC – NONE**

**1) APOLOGIES**

RESOLVED (1)

That apologies for absence be accepted from Councillor J Scutt.

**2) TO CONSIDER THE EXTENT, IF ANY, TO WHICH THE PUBLIC ARE TO BE EXCLUDED FROM THE MEETING – None**

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

**4) MINUTES OF THE ANNUAL PARISH MEETING HELD ON 21 JUNE 2018**

RESOLVED (2)

That the Minutes of the Parish Council Meeting held on 21 June 2018 be confirmed as a correct record and signed by the Chair.

**5) PUBLIC PARTICIPATION – None**

**6) MATTERS ARISING FROM THE MINUTES – None**

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

a) Blaxton Roundabout Road Traffic Accident 29 June 2018

Members recalled that Ward Councillor S Cox had taken up the issue of road safety at Blaxton Roundabout following the accident on 29 June 2018. Suggestions received from a member of the public about possible improvements to the area had also been forwarded to Councillor Cox. Parish Councillor J Scutt had submitted a request that consideration also be given to extending the 40 mph speed limit further North along Thorne Road to a point beyond Buckley's Coaches.

RESOLVED (3)

That the Clerk be requested to follow up on these issues with Councillor S Cox and DMBC.

b) Black History Month Exhibition – Contributors – **Noted**

c) Public Rights of Way Agenda 28 July and Minutes 29 March 2018 – **Noted**

d) Parish Council's Joint Consultative Committee Meeting 11 July 2018

A report produced by Councillor Johnson following the Parish Councils' Joint Consultative Committee Meeting had been emailed to Members and included information on the Highways Maintenance Program 2018/19, the Joint Charter Working Group, Crowd Funding and the Community Infrastructure Levy.

RESOLVED (4)

That the report be received and noted with thanks to Councillor Johnson.

## 8) POLICING ISSUES

- a) SY Police and Crime Commissioner Newsletter – May/June 2018 – **Noted**
- b) SY Police and Crime Panel's Annual Report 2017-18 – **Noted**
- c) Meeting with Chief Superintendent Shaun Morley 11 July 2018

Councillor McCarron reported on the initial meeting held by Chief Superintendent Morley for Parish Council representatives which he explained he planned to convene regularly. Officers would be based in hotspot areas around the Borough. Councillors raised concerns about the non-attendance of PCSOs at Parish Council meetings which reduced liaison opportunities. Superintendent Morley explained that he planned to deploy an Officer at local facilities like shops, cafes, garden centres and the like every month or so to improve public engagement.

RESOLVED (5)

That Councillor McCarron be thanked for her report which was noted.

## 9) DONCASTER SHEFFIELD AIRPORT

- a) Airport Consultative Committee 12 July 2018

The Chair reported on the Airport Consultative Committee meeting held on 12 July 2018 and provided information about possible school visits to the Airport, airport traffic, hangars for the Children's Air Ambulance and two Boeing 647 aircraft, the oil dispersal aircraft based at the Airport and a request for the Council to publicise information about the Airport. Councillor McCarron also reported on the actions she had taken in respect of recent resident complaints about the nuisance caused by training flights and that detailed replies had been sent by the Airport.

RESOLVED (6)

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

RESOLVED (7)

That the Clerk be requested to clarify with the Joint Authorities Governance Unit what information the Airport would like to be published and how it was to be obtained.

- b) Noise Preferential Route Adherence – **Resolution 3**

Councillors recalled that correspondence from residents had been circulated to Members before the meeting containing complaints about the noise nuisance caused

by training flights at the Airport. Members were aware that there was no requirement for training flights to follow the noise preferential routes but were of the opinion that training flights, which took place at ten-minute intervals throughout the day, represented a nuisance due to repetition.

It seemed perverse that training aircraft could follow a route of the pilot's choice when scheduled flights were required to follow noise preferential routes.

RESOLVED (8)

That the Clerk be requested to ask the Airport to make training flight Pilots aware of the nuisance caused by the flights when taking off to the North and banking East before leaving the Blaxton area and, ask that consideration for residents be shown by travelling about a mile further to the North before banking.

## 10) WARD MEMBERS REPORT

- a) Low Growing Cherry Tree on New Street – Resolution 17

RESOLVED (9)

That it be noted that the Council's concern that the low growing cherry tree adjacent to the Flats on New Street may represent a risk to health and safety had been referred to DMBC via Ward Members and, that a member of the Tree Team had advised that the tree does not currently present a risk and is in the program for crown lifting.

## 11) ACCOUNTS & FINANCIAL MATTERS

- a) National Salary Award 2018/19

RESOLVED (10)

That it be noted that in accordance with NALC Employment Briefing E01-18 the Clerk's Salary for 2018/19 had been revised and payment based on Point 25 of the scale had been included in the salary payment below together with arrears for the period April – June 2018.

- b) Payments for authorisation 19 July 2018

RESOLVED (11)

That the following payments be authorised for payment:-

<u>Payee/Invoice No</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
Glendale Countryside <b>GC446PC01313</b>	BPF Grass Cutting 1/15/29 June 2018	111.30	22.26	133.56
YLCA <b>224-1819</b>	Developing Councillor Skills Course 06/09/18 J Scutt, R Dennis	90.00	0.00	90.00
Need A Hand <b>1907</b>	Blaxton Playing Field – strim around play equipment 28/06/18	30.00	0.00	30.00
Need A Hand <b>1908</b>	Weed War Memorial 28/06/18	25.00	0.00	25.00
Need A Hand <b>1909</b>	Cut and Strim Blaxton Playing Field Entrance 28/06/18	30.00	0.00	30.00

<u>Payee/Invoice No</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
Need A Hand <b>1910</b>	Water Planters – 3 Visits 08/07/18	75.00	0.00	75.00
P A Dennis	Salary July 2018 + Arrears from 01/04/18	396.78	0.00	396.78
P A Dennis	Office, Telephone, Broadband Allowance July 2018	23.60	0.00	23.60
P A Dennis <b>203014421147</b>	Reimbursement for 1&1 Website Hosting costs 08/07/18 – 08/08/18	19.99	4.00	23.99
HMRC	Month 4 Contributions	100.60	0.00	100.60
<b>Total</b>				<b>928.53</b>

- c) Bank Reconciliation June 2018 – **Noted**  
d) Balances against the Budget to 13 July 2018 – **Noted**  
e) Review of Financial Regulations and Standing Orders

RESOLVED (12)

That the draft Standing Orders amended in accordance with the NALC model template issued in April 2018, circulated on 10 July 2018, be approved and adopted by the Council.

RESOLVED (13)

That no changes be made to the Financial Regulations adopted on 15 June 2017.

- f) Periodic Internal Audit by Parish Councillors

RESOLVED (14)

That Councillors R Dennis and R Johnson be appointed Internal Auditors to undertake the periodic internal audit in accordance with the draft periodic internal audit procedure dated 13 July 2018.

RESOLVED (15)

That the draft procedure for the periodic internal audit by members be approved subject to the frequency being amended from quarterly to half-yearly.

*(Note: The Clerk expressed concern about his Son, Councillor R Dennis, being involved in the Periodic Audit but the Council was of the view that the involvement of another Member in the process provided sufficient safeguard.)*

- g) Review of Authorised Signatories

RESOLVED (16)

That the following signatories be authorised to perform the tasks shown:-

**Bank Account:** Councillor N McCarron, Councillor P Schofield and the Clerk P A Dennis\*

**Invoice Authorisation:** Councillor N McCarron, Councillor P Schofield, Councillor J Scutt and the Clerk P A Dennis\*

\* *In exceptional circumstances only – to be reported to Parish Council*

**Receipt of Goods:** P A Dennis, Clerk and Responsible Financial Officer

**Periodic Internal Audit:** Councillor R Dennis and Councillor R Johnson

h) General Data Protection Regulation (GDPR) Progress Report

At the last meeting the Privacy Policies for the Public and for Staff, Councillors and Role Holders were approved and were available on the Council website. The requirement for Parish Councils to appoint a Data Protection Officer had been withdrawn.

A draft Data Audit and draft Data Breach Response Policy had been circulated to Members by email before the meeting.

RESOLVED (17)

That it be noted that there were no outstanding actions in respect of Privacy Policies and the appointment of a Data Protection Officer.

RESOLVED (18)

The Data Audit issued by email on 11 July 2018 be approved and adopted.

RESOLVED (19)

That revisions to the introductory section of the draft Data Breach Response Policy suggested during the meeting be made to the draft.

i) Relocation of Seat from New Street to near Bus Stop on West side of Station Road between Back Lane and Roundabout – Resolution 18

RESOLVED (20)

That Need A Hand be requested to remove and relocate the seat from beneath the cherry tree at the bottom of New Street to the grass verge adjacent to the bus shelter on the West side of Station Road between Back Lane and the Roundabout, subject to confirmation of the cost advised by the Chair.

j) War Memorial Resurfacing

The Clerk reported that advice about resurfacing the War Memorial site with permeable, resin bound gravel had been received from Ink Architectural Design Ltd together with an offer to perform a measured site survey, produce existing and proposed plans and provide a detailed specification of the works.

RESOLVED (21)

That the advice, which was appreciated, be noted and that the Clerk be requested to confirm if the fee quoted would also include the invitation of quotations and the management of the project.

## 12) PLANNING

- a) Bank End Quarry Premix operation

RESOLVED (22)

That it be noted that concrete mixing operation was agreed within the existing planning approval for the site.

- b) Springs Road Community Liaison Group Draft Minutes 14 June 2018

Councillor Johnson reported that the drilling process had not yet started at the Springs Road and Tinker Lane sites as a drilling rig was not available at present.

RESOLVED (23)

That the draft Minutes of the meeting held on 14 June 2018 and Councillor Johnson's report be noted.

- c) Summerfields Estate Green Space – **No issues**

## 13) CHAIR'S REPORT

The Chair reported that:-

- a) the verges around the village entry signs on Bank End Road and Thorne Road were in need of cutting
- b) the Airport boundary hedge on Station Road from Church Lane to the bus stop near Station Close was in need of cutting back
- c) arrangements for managing the flag for the Memorial Service in November needed to be put in place
- d) there was a possibility that surplus play equipment may be donated to the Parish Council
- e) a draft list of the periodic maintenance jobs had been compiled and costed
- f) it was likely that the capillary matting in the Planters needed to be replaced which would affect the cost of the Autumn planting since all the compost would need to be replaced in each container

RESOLVED (24)

That the Clerk be requested to take action on items (a) to (d) above; that the draft list of periodic maintenance jobs and costs (e) be circulated for further consideration at the next meeting and, that the potential increase in cost of the Autumn planting be noted.

## 14) BLAXTON PLAYING FIELD

- a) Replacement Fencing and Gates adjacent to Public Footpath – Resolution 16

RESOLVED (25)

That it be noted that the fencing and gates had been installed and that the longer drop-bolts needed to secure the gates were still to be provided.

- b) Fencing Work adjacent to Bank End Road Dyke – Resolution 13 15/02/18

RESOLVED (26)

That it be noted that another contractor needed to be found to undertake this work and that Members would give this matter some thought.

- c) Annual Inspection Report from The Play Inspections Company – **Action Plan still to be prepared**

RESOLVED (27)

That the following items be deferred for consideration at the next meeting:-

- d) Development of Playing Field – Resolution 8 – Roundabout and Wicksteed advice  
e) Playing Field Drainage

## 15) BLAXTON VILLAGE HALL

- a) Ownership of Village Hall and Lease

The Clerk reported on a meeting with the Council's Solicitor to discuss the lease of the Hall to the Village Hall Committee and the ownership of the Hall. The Solicitor confirmed that the title of the hall rested with the Parish Council, that there was no need to review the lease dated 28 November 1952 since it was working and protected the community's interest in the Hall via the Parish Council. Review of the Village Hall Committee Constitution, which was dated, was a matter for the Village Hall Committee.

RESOLVED (28)

That the report be noted.

## 16) JOINT PLAYING FIELD

- a) Agenda 16 July 2018 – **Noted**

## 17) CORRESPONDENCE

RESOLVED (29)

That the following correspondence be noted:-

- a) Town & Country Healthcare Limited

It was noted that the application for Inclusion in the Pharmaceutical List offering Unforeseen Benefits at The Mayflower Medical Practice, The Surgery, Doncaster Road, Finningley, Doncaster, DN9 3BN had been refused and that Town and Country Health Care had appealed the decision.

RESOLVED (30)

That the Clerk be requested to notify the NHS Resolution Office that the Council restated its original support and fully supported the appeal from Town and Country Healthcare against the decision to reject the application.

b) Other Correspondence

RESOLVED (31)

That the following items be noted

Doncaster Council Consultation – Review of Statement of Licensing Policy – Gambling Act 2005

White Rose Update July Edition

Community Transport Consultation –14 July – 26 August 2018

NALC Chief Executive Bulletin 22, 29 June 2018

SYPTTE Bus Service Changes from 1 September 2018

Open Space Society Summer 2018 Newsletter and Annual Report and Accounts 2017

Clerks and Councils Direct July 2018

**18) DATE OF NEXT MEETING**

RESOLVED (32)

That it be noted that the next meeting of Parish Council was due to take place on Thursday 20 September 2018 at 19:35 in Blaxton Village Hall.

Meeting closed at 22:00

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

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