

**BLAXTON PARISH COUNCIL**

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON THURSDAY 16 MAY 2019 IN  
BLAXTON VILLAGE HALL AT 19:35**

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

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

**MEMBERS OF THE PUBLIC – None**

**1) APPOINTMENT OF CHAIR FOR 2019/20**

RESOLVED (1)

That Councillor Robert Dennis be appointed Chair for the 2019/20 Municipal Year.

*Councillor R Dennis signed the Declaration of Acceptance of Office, took the Chair and thanked Councillor McCarron, on behalf of the Council for her work on behalf of the Parish Council over the past year and many years previously.*

**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 – None**

**5) MINUTES OF THE ANNUAL PARISH MEETING AND MINUTES OF THE PARISH COUNCIL  
MEETING HELD ON 18 APRIL 2019**

RESOLVED (2)

That the Minutes of the Annual Parish Meeting and the Ordinary Parish Council Meeting held on 18 April 2019 be confirmed as correct records and signed by the Chair.

**6) PUBLIC PARTICIPATION – None**

**7) APPOINTMENT OF VICE-CHAIR FOR 2019/20**

RESOLVED (3)

That Councillor N McCarron be appointed Vice-Chair for the 2019/20 Municipal Year.

**8) APPOINTMENT OF INTERNAL AUDITOR FOR 2019/20**

RESOLVED (4)

That Graham Cawthorne be reappointed Internal Auditor for the 2019/20 Financial Year.

**9) APPOINTMENT OF PARISH COUNCILLORS TO UNDERTAKE THE HALF YEARLY INTERNAL AUDIT OF THE ACCOUNTS FOR 2019/20**

RESOLVED (5)

That Councillors R Johnson and R Dennis be appointed to undertake the half-yearly Audit and, that it be noted that the Clerk had pointed out the potential conflict of interest with Councillor Dennis being involved in the Audit.

**10) APPOINTMENT OF REPRESENTATIVE AND DEPUTY REPRESENTATIVE TO DMBC PARISH COUNCILS JOINT CONSULTATIVE COMMITTEE FOR 2019/20**

RESOLVED (6)

That Councillors N McCarron and R Johnson be appointed Representative and Deputy Representative respectively to the DMBC Parish Councils' Joint Consultative Committee for 2019/20.

**11) APPOINTMENT OF REPRESENTATIVES (3) TO THE BLAXTON VILLAGE HALL COMMITTEE FOR 2019/20**

RESOLVED (7)

That Councillors N McCarron, R Dennis and J Scutt be appointed representatives on the Blaxton Village Hall Committee for 2019/20.

**12) APPOINTMENT OF REPRESENTATIVES (2) TO THE BLAXTON AND FINNINGLEY PLAYING FIELD ASSOCIATION FOR 2019/20**

RESOLVED (8)

That Councillors P Schofield and J Scutt be appointed representatives on the Blaxton and Finningley Playing Field Association for 2019/20.

**13) APPOINTMENT OF REPRESENTATIVES (2) TO THE SOUTH YORKSHIRE BRANCH OF THE YORKSHIRE LOCAL COUNCIL ASSOCIATIONS FOR 2019/20**

RESOLVED (9)

That Councillors N McCarron and R Dennis be appointed representatives to the South Yorkshire Branch of the Yorkshire Local Councils Associations for 2019/20.

**14) APPOINTMENT OF REPRESENTATIVE TO THE DONCASTER SHEFFIELD AIRPORT NOISE MONITORING SUB-COMMITTEE FOR 2019/20**

RESOLVED (10)

That Councillor N McCarron be appointed representative on the Airport Noise Monitoring Sub-Committee for 2019/20 and, that Councillor J Scutt be appointed to deputise for Councillor McCarron on the Noise Monitoring Sub-Committee and the Airport Consultative Committee if Councillor McCarron was unavailable.

**15) APPOINTMENT OF REPRESENTATIVE TO THE YORKSHIRE WILDLIFE PARK CONSULTATIVE COMMITTEE FOR 2019/20**

RESOLVED (11)

That Councillor P Schofield be appointed as the Council's representative on the Yorkshire Wildlife Park Consultative Committee for 2019/20 and that Councillor R Dennis be appointed as deputy representative.

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

RESOLVED (12)

That Councillor P Schofield be appointed as the Council's representative on the DMBC Public Rights of Way Forum for 2019/20 and that Councillor R Johnson be appointed as deputy representative.

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

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

a) DMBC Parish Councils' Joint Consultative Committee

- i) Draft Minutes 27 March 2019 – **Noted**
- ii) Customer Services Presentation 27/03/19 – Noted

RESOLVED (13)

That the Clerk be requested to notify DMBC that the withdrawal of the Customer Services general email address, apparently without prior notification to customers, was a retrograde step and restricted opportunities to notify DMBC about issues outside of office hours which were not catered for by the online reporting systems.

- iii) Assistant Chief Constable PCSO Options – Letter dated 26 March 2019 – **Noted**
- iv) Dementia Awareness follow up information – **Noted**

- b) Declarations of Interests – reminder to keep up to date – **Noted**
- c) Fly-Grazing – Resolution 2

It was reported that responses to concerns about fly-grazing in Blaxton had been received from the Police and DMBC. It was confirmed that the issue was being dealt with in accordance with a protocol agreed by the Authorities whereby the Police dealt with loose horses on the Highway and supported DMBC in other situations. The RSPSA was involved where there were issues of animal welfare and, were monitoring the condition of horses regularly in an area of Blaxton with the support of DMBC.

RESOLVED (14)

That the report be noted.

d) Highways Issues

RESOLVED (15)

That it be noted that a response to the following issues would not be available for consideration until the next Parish Council meeting due to the complexity of the matters raised.

- i) Planned Zebra Crossing on Hurst Lane

- ii) Roundabout on Hurst Lane for Yorkshire Wildlife Park
- iii) New Traffic Light Installation at Lidgett Corner
- iv) Issues relating to Traffic Speed, Volume and Type at Blaxton Roundabout

RESOLVED (16)

That the update from Ward Member Councillor Steve Cox explaining that he understood that DMBC had arranged for a Borough wide traffic assessment to be conducted to establish baseline statistics be received with thanks.

## 19) POLICING ISSUES

- a) Police and Crime Commissioner Newsletter April 2019 – **Noted**
- b) Police Neighbourhood Profiles May 2019 – **Noted**
- c) Ward Members Updates – **Noted**

## 20) DONCASTER SHEFFIELD AIRPORT (DSA)

- a) Doncaster Sheffield Airport and Peel Group Event 2 May 2019 – Report from Councillor J Scutt

RESOLVED (17)

That Councillor Scutt, who felt that the liaison event had been useful, be thanked for his report which was received and noted.

## 21) YORKSHIRE WILDLIFE PARK CONSULTATIVE COMMITTEE

- a) Draft Minutes 10 April 2019 – **Noted**
- b) Next meeting date – 11 July 2019 – **Noted**

## 22) WARD MEMBERS REPORT

- a) Anti-Social Behaviour

Council received an email report from Ward Member Councillor Steve Cox about actions being taken and the need to report incidents to the police on 101 or by email or the website,

RESOLVED (18)

That the report be received and noted and, that the Clerk be requested to find out what measures would be in place, as part of the process of dealing with the ASB issues, to prevent them from being relocated to other areas.

- b) Ward Member attendance at Parish Council Meetings

Parish Councillors remarked on not having been able to discuss Parish related issues with DMBC Ward Members at a Parish Council meeting for some time and, whilst recognising the demands on Ward Members, felt that it would be useful to be able to have a discussion at a Parish Council meeting.

RESOLVED (19)

That the Clerk be requested to contact DMBC Ward Members to ask if a Member could attend a Parish Council meeting in the near future.

## 23) ACCOUNTS & FINANCIAL MATTERS

### a) Payments for authorisation 16 May 2019

RESOLVED (20)

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 <b>GC446PC01718</b>	BPF Grass Cutting 5 and 19 April 2019	75.68	15.14	90.82
Need A Hand <b>1954</b>	Strim grass on Joint Playing Field Ramp 24/04/19	60.00	0.00	60.00
Need A Hand <b>1955</b>	Apply Weedkiller to edges of Joint Playing Field Ramp 24/04/19	30.00	0.00	30.00
Need A Hand <b>1956</b>	Strim and Mow grass on Public Footpath adjacent Blaxton Playing Field 24/04/19	30.00	0.00	30.00
G H Cawthorne <b>2019-20(1)</b>	Professional Services in respect of Internal Audit 2018/19	210.00	0.00	210.00
P A Dennis	Salary May 2019	387.97	0.00	387.97
P A Dennis	Office, Telephone, Broadband Allowance May 2019	23.60	0.00	23.60
P A Dennis 203017451251	Reimbursement for 1&1 Website Hosting costs 08/05/19 - 08/06/19	19.99	4.00	23.99
HMRC	Month 2 Contributions	99.60	0.00	99.60
<b>Total</b>				<b>955.98</b>

### b) Bank Reconciliation April 2019 – **Noted**

### c) Balances against the Budget to 10 May 2019 – **Noted**

### d) Internal Audit Report and Annual Governance and Accountability Return (AGAR) 2018/19

#### i) Annual Governance Statement 2018/19 – Section 1

RESOLVED (21)

That the Annual Governance Statement for 2018/19 be approved and signed by the Chair.

#### ii) Consider and approve Accounting Statements 2018/19 – Section 2

RESOLVED (22)

That the Annual Governance Statements for 2018/19 be approved and signed by the Chair.

#### iii) Internal Audit Report for 2018/19

RESOLVED (23)

That the Internal Audit Report for 2019/20, which contained no recommendations for actions be received and noted.

iv) Supporting Documents to the Accounts for 2018/19

RESOLVED (24)

That the Bank Reconciliation, Explanation of Variances between 2017/18 and 2018/19 on the AGAR Section 2, list of Fixed Assets and, Appendix 1 – Further analysis of some variances relating to the final accounts for 2018/19 be received and noted.

v) Annual Governance Statement

RESOLVED (25)

That the Parish Council take the opportunity at a future meeting to discuss in some detail how the requirements of the Annual Governance Statement are being met by the Council.

e) YLCA South Yorkshire Branch – Nominations for Branch Chairman and Vice-Chairman and YLCA Joint Executive Board representatives

RESOLVED (26)

That Derek Liddle and Duncan Wright be nominated for appointment as Chair and Vice-Chair of the South Yorkshire Branch of the YLCA respectively.

RESOLVED (27)

That Duncan Wright be nominated for appointment as Representative to the Joint Executive Board of the YLCA.

f) YLCA Training Programme, June to November 2019 – **Noted**

g) Cash Flow Report 2019/20 taking account of possible improvements to War Memorial site and installation of a Roundabout on Blaxton Playing Field

RESOLVED (28)

That the Cash Flow report for 2019/20 at 10 May 2019 be received and noted.

h) Consideration of Tenders and Design for War Memorial Site Improvements

Council considered the propose plans for groundworks on the War Memorial site to establish a resin bound porous surface, remove existing shrubs and two trees, reposition floodlights and flag pole, renovate electricity supply box, plant new cherry tree, paint railings, create boundary around memorial, relocate plaque to rear wall and lay conduit to the two trees with permanent draw ropes to allow the decoration of trees with Christmas lights.

Two quotations for this work were considered, a third contractor having withdrawn.

RESOLVED (29)

That the quotation for the sum of £14,816 to undertake this work submitted by G Wilkinson Construction Limited be accepted and that the Clerk be requested to ask the Ink Architectural to instruct the Contractor to undertake the specified works, subject to the inclusion of conduits with permanent draw ropes to facilitate the installation of Christmas lights on the trees.

i) Auckley Parish Council offer of Financial Assistance towards War Memorial Works

The Clerk reported that Auckley Parish Council had pledged £500 towards the groundworks on the War Memorial site upon completion of the project.

RESOLVED (30)

That the Clerk be requested to thank Auckley Parish Council for its very kind offer, which was much appreciated and, to keep Auckley Parish Council updated with progress on the project.

j) Roundabouts – Blaxton Playing Field

The Council considered a report which contained further details about the roundabouts favoured in the straw poll conducted by Councillor R Dennis. Of the favoured roundabouts the Whirly Bird and Sputnik were considered to be less substantial than the Spiro Whirl and Swirl available from Wicksteed.

RESOLVED (31)

That the Clerk be requested to obtain a site assessment and a firm price to supply and install the Spiro Whirl Roundabout from Wicksteed at the earliest opportunity.

k) Defibrillator

It was reported that the Village Hall Committee had reviewed the decision to reject the potential provision by the Parish Council of a Defibrillator at the Village Hall and, had requested further information about electricity running costs, insurance, grants and the possibility of installing the device at the Blue Bell or the Station Hotel.

RESOLVED (32)

That the Clerk be requested to obtain further information about the issues raised by the Village Hall Committee and about the processes which would need to be in place if a defibrillator was provided for the benefit of the community.

## 24) PLANNING

- a) Planning Applications – **None**
- b) Springs Road Community Liaison Group Draft Minutes 11 April 2019 – **Noted**

## 25) CHAIR'S REPORT

The Vice-Chair, Councillor McCarron, reported that the work authorised on protected trees T3, T4 and T7 on Park Lane had been completed.

RESOLVED (33)

That the report be noted.

## 26) BLAXTON PLAYING FIELD – No Issues

## 27) BLAXTON VILLAGE HALL

a) Annual General Meeting and Ordinary Meeting 9 May 2019

It was reported that, regrettably, no volunteers had come forward to join the Village Hall Management Committee; funds were in a healthy position; following receipt of an opinion about the possible cost of renovating and improving the Hall it appeared that the work would be far beyond the possible grant funding opportunities; and that arrangements were in hand to have the Hall floor sanded and sealed during the school Summer holidays.

b) Village Hall Constitution

RESOLVED (34)

That the advice recently received from Community First Yorkshire in relation to Constitution be received, noted and deferred for consideration at the next Parish Council meeting.

RESOLVED (35)

That Members be requested to raise any questions about the advice from Community First Yorkshire with the Clerk so that information could be sought before the next Parish Council meeting.

**28) JOINT PLAYING FIELD**

- a) Meetings – **None since last Parish Council meeting**
- b) Section 106 Project Updates – **Final Quotation submitted to DMBC**

**29) CORRESPONDENCE**

- a) White Rose Update April 2019 – **Noted**
- b) NALC – Chief Executive Bulletins 3 and 10 May 2019 – **Noted**
- c) Finningley Women’s Institute – Flowers around Blaxton/Finningley Road Sign

It was reported that a request had been received from Finningley Women’s Institute (WI) for the Council, in liaison with Finningley Parish Council, to consider the installation of a boundary, possibly sleepers, around the Blaxton/Finningley stone wall Parish boundary sign on the A614, Station Road, opposite Finningley Post Office, so that flowers/bulbs could be planted.

The WI planned to maintain the planted area if the Parish Councils were able to agree to the request.

RESOLVED (36)

That the Clerk be requested to include this request for consideration on the Agenda for the next Parish Council meeting.

**30) DRAFT SCHEDULE OF MEETINGS 2019/20**

RESOLVED (37)

That the Draft Schedule of Parish Council Meetings for 2019/20 be received and approved.

**31) DATE OF NEXT MEETING**

RESOLVED (38)

That it be noted that the next meeting of the Parish Council was due to take place on Thursday 20 June 2019 at 19:35 in Blaxton Village Hall.

Meeting closed at 22:12

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

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