

BLAXTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 15 OCTOBER 2020 AT 19:00 USING ZOOM REMOTE MEETING SOFTWARE

PRESENT: Councillors R Dennis (Chair), R Johnson, and J Scutt

APOLOGIES: Councillors N McCarron and P Schofield

IN ATTENDANCE: P A Dennis (Clerk)

MEMBERS OF THE PUBLIC – One

1) APOLOGIES

RESOLVED (1)

That apologies for absence be accepted from Councillors N McCarron and P Schofield.

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 PARISH COUNCIL MEETING HELD ON 17 SEPTEMBER 2020

RESOLVED (2)

That the Minutes of the Parish Council Meeting held on 17 September 2020 be confirmed as a correct record and signed by the Chair.

5) MATTERS ARISING FROM THE MINUTES – None

6) PUBLIC PARTICIPATION

Reece Musson, UK Smart Design, attended to explain his plans for an in-fill development on land to the West of Station Road between Station View and Thornlea. He confirmed that he was open to suggestions about the development of five quality dwellings and had issued a survey to all residents within a one-mile radius inviting comments on the proposals. He invited Parish Councillors to express views about the nature of the development. Where possible resident and Parish Council views would be taken into account before plans were submitted to DMBC.

Members were pleased to have been offered the opportunity to comment on the project at an early stage and raised the following points:-

- the need for 'shielding' the dwellings from noise and dust
- sufficient resident parking provision to prevent overspill on to the A614
- the possibility of reducing traffic speed on Station Road

Reece also mentioned that he planned to apply for approval to undertake a quality barn conversion on Back Lane as a separate project

The Chair thanked Reece for explaining the proposals which the Parish Council would consider again when a Planning Application was received.

7) WARD MEMBERS REPORT – No Report

8) DMBC AND EAST AREA COMMUNITIES TEAM ISSUES

- a) Road Traffic Issues on Approaches to Blaxton Roundabout – Resolution 3

Councillor R Johnson declared a potential conflict of interest in the following issue due to membership of Finningley Parish Council

It was reported that DMBC had arranged for a 'Quarry Liaison' meeting to take place on 4 November at 10:00 using MS Teams. Invitees included representatives from the nearby quarries, DMBC Planning and Highways, the Police, Ward Members and local Parish Councils.

RESOLVED (3)

That Councillor J Scutt be nominated to attend the meeting and that the Clerk provide an updated summary of issues and, confirm that the invitation was for one representative from each Parish Council.

- b) New Street Garages Site – Resolution 5 – **DMBC Response awaited – Noted, Clerk to follow up**
- c) Park Lane Name Sign – Resident complaint about Damaged Sign

It was reported that the damaged Park Lane street sign at the New Street junction had been reported to DMBC on three occasions since 2 June 2020. No formal response to the report had been received although the Clerk had received indications that the sign would not be repaired by DMBC because it was street furniture on a private road.

The Clerk had requested clarification of the position from DMBC Officers and Ward Members but no response had been received at the date of the meeting.

RESOLVED (4)

That the Clerk be requested to continue to follow up on this issue.

9) POLICING ISSUES

- a) Community Speed Watch

RESOLVED (5)

That it be noted that South Yorkshire Police has advised that all Community Speed Watch operations in South Yorkshire that involve the public were officially suspended due to Covid-19 restrictions until further notice.

- b) Community Alcohol Partnership

- i) Reports from meeting on 1 October 2020 circulated 08/10/20 – **Noted**
- ii) Alcohol Awareness Week – 16th - 22nd Nov

Councillor Johnson reported that further information to promote Alcohol Awareness Week would be issued in the near future and asked Members to let him know of any areas needed attention. The Joint Playing Field Association

planned to promote awareness of the campaign on the Playing Field and the Chair confirmed that he would be happy to take part in this activity.

RESOLVED (6)

That Councillor Johnson be thanked for his report which was noted.

iii) Next meeting 2 November 2020 – **Noted**

10) CONSULTATIVE COMMITTEES

a) DMBC Parish Councils' Joint Consultative Committee (PCJCC) – Virtual Meeting 21 October 2020 at 1.45 pm

RESOLVED (7)

That it be noted that the next meeting of the PCJCC would be held on 21 October 2020 at 13:45 via MS Teams and, that Councillor Johnson be requested to represent the Parish Council if Councillor McCarron is unable to attend.

b) Doncaster Sheffield Airport

i) Noise Monitoring and Environment Sub-committee 24 September 2020 – Notes of meeting provided by Councillor Scutt – **Noted**

ii) Airport Consultative Committee – 15 October 2020

Councillor Scutt presented a brief report on the Airport Consultative Committee meeting held on 15 October 2020 and gave details of matters considered including the impact of Covid19, continued significant increases in freight traffic, engagement with South Yorkshire local authority leaders and unpublicised training flights.

RESOLVED (8)

That Councillor Scutt be thanked for his report which was noted.

c) Yorkshire Wildlife Park – Not Met – **Noted**

11) FINANCIAL AND ADMINISTRATIVE MATTERS

a) Payments considered for approval 15 October 2020

RESOLVED (9)

That the following payments be approved.

<u>Voucher No</u>	<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
41	Glendale Countryside GC446PC02631	BPF Grass Cutting 4 and 18 September 2020	77.96	15.59	93.55
42	DMBC 26242665	2 Covid information signs - BPF	18.00	3.60	21.60
43	DMBC 26315393	Dog Waste Bins 06/04/20 - 24/06/20 - 1 bin @ £5.86 each for 1 week - Wks 1-12 (Covid)	5.86	1.17	7.03

<u>Voucher No</u>	<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
44	JS Plumbing Services Ltd 3979	JPF S106 - Replace gas meter housing and provide barriers 30/09/20	1,660.00	332.00	1,992.00
45	SLCC MEM230861	Subscription 2020/21	109.00	0.00	109.00
46	P A Dennis	Salary October 2020	397.23	0.00	397.23
46	P A Dennis	Office, Telephone, Broadband Allowance September 2020	25.00	0.00	25.00
47	P A Dennis 203023396832	Reimbursement for 1&1 Website Hosting costs 08/10/20 - 08/11/20	23.00	4.60	27.60
48	P A Dennis INV46472318	Zoom Fee 13/10/20 - 12/11/20 - unable to find VAT No. £2.40 not recovered	14.39		14.39
49	P A Dennis 27165574335	Reimburse Office 365 Personal 2019/20	49.99	10.00	59.99
50	HMRC	Month 7 Contributions	99.20	0.00	99.20
51	Need A Hand 2025	Remove old plants from 4 Planters 06/10/20, refresh compost and plant with new plants, visit to water and feed	347.00	0.00	347.00
					3,193.59

- b) Bank Reconciliation to 01/10/20 – **Noted**
c) Balances against Budgets to 8 October 2020 – **Noted**
d) Arrangements for the appointment of Clerk and Responsible Financial Officer

RESOLVED (10)

That an extra ordinary meeting of the Parish Council be held on Wednesday 21 October 2020 at 19:00 (using Zoom) to consider the draft recruitment pack circulated by the Clerk on 13 October 2020 and, a draft Contract of Employment to be circulated before the meeting.

RESOLVED (11)

That, after the recruitment pack is finalised, the vacancy be advertised via the Yorkshire Local Councils' Associations, DMBC, the Society for Local Council Clerks, the Council's Website, Facebook Page and the noticeboard on Mosham Road.

- e) Website Accessibility

The Clerk reported that a Website Accessibility Statement had recently been prepared and added to the Council's website. He also referred to a detailed report, issued to Members on the day of the meeting, which outlined options for meeting accessibility requirements. It was highly likely that the website would need to be redesigned and a new website host found.

RESOLVED (12)

That the report be noted and that the matter be considered further at the November 2020 meeting so that the estimated cost of any changes (to be considered) could be included in the budget provision for 2020/21.

f) Remembrance Arrangements 2020 – DMBC strategy

Council consider the information received from DMBC and discussed the possibilities, within the Covid-19 requirements, for Remembrance Observances at the Blaxton War Memorial.

The possibility for groups of no more than six people attending on separate occasions to undertake their own brief act of Remembrance at some point over the days around the 11 November 2020 was also discussed. It seemed that these activities could be conducted in a Covid-19 compliant manner without the involvement of the Parish Council.

Advice to those wanting to mark the occasion was available on the Royal British Legion website which also included a suggestion that individuals could film their tributes for display on social media.

RESOLVED (13)

That the DMBC strategy for Remembrance arrangements for 2020 circulated on 5 October 2020 be received and noted and, with much sadness and regret, the Council agree that there will not be a collective act of Remembrance at the War Memorial this year.

RESOLVED (14)

That the Clerk be requested to update the organisations which usually attend the event and produce a notice to inform members of the public of the Council's decision.

g) Review of Standing Orders

The Chair reported that, in consultation with the Clerk, he had conducted a review of the provisions in Standing Orders and had not identified items which needed to be changed.

RESOLVED (15)

That the report be noted and that the existing Standing Orders be readopted.

h) Review of Financial Regulations

It was reported that Councillor Johnson and the Clerk had begun to review the Council's Financial Regulations but that a little more time was needed to finalise the review.

RESOLVED (16)

That the report be noted and that the matter be considered at the next meeting.

i) Delegation to Clerk during Covid-19 lockdown

It was reported that since the last Parish Council meeting on 17 September 2020 delegated power had been exercised by the Clerk only in respect of Joint Playing Field Item 14(b) below.

RESOLVED (17)

That the report be noted.

12) PLANNING

- a) Application 20/02636/FUL Erection of 2 no. dwelling houses (Being resubmission of application granted under Ref: 19/02038/FUL on 15/11/19) – Land North East of Mosham Road, Blaxton, Doncaster

RESOLVED (18)

That DMBC be notified that Application 20/02636/FUL is supported by the Parish Council.

- b) Community & Neighbour Consultation – Proposed Residential Development on Land West of Station Road Blaxton Doncaster

RESOLVED (19)

That the presentation by Reece Musson, UKSD Architectural Design Studio, during Item 6 above, Public Participation, be noted.

RESOLVED (20)

That it be noted that the proposals would be progressed to a Planning Application at the end of the informal consultation process and, that the Parish Council would be invited (as usual) to comment by DMBC.

Standing Order 3(w) – at 21:30 – RESOLVED (21)

That the meeting be extended by up to one hour to enable the remaining business to be concluded.

13) BLAXTON PLAYING FIELD

- a) Improvements to Blaxton Playing Field – Section 106 Funding (18/02593/FULM)

The Clerk reported that two detailed quotations had been received for specifying the work which would be needed to improve drainage and provide a hard surface to the access road and car parking area on Blaxton Playing Field. Two more quotations were expected.

RESOLVED (22)

That the report be noted and that the Clerk be requested to provide anonymised details of the quotations to Members for information.

RESOLVED (23)

That the Clerk be requested to clarify with DMBC the nature of costs which could be met from the Section 106 funds and if some elements would need to be funded by the Parish Council.

14) JOINT PLAYING FIELD

- a) Playing Field Association Updates 23/10/20 and 13/10/20

RESOLVED (24)

That the Playing Field Association updates, which included information about a very welcome grant of £2,000 towards Covid-19 recovery and resilience received from South Yorkshire's Community Foundation, be noted.

b) Finningley and Blaxton Joint Playing Field Improvements – Section 106 (S106) – Gas Box

RESOLVED (25)

That it be noted that, following damage to the gas meter box on the Joint Playing Field (planned for replacement within the S106 Project), DMBC had exceptionally agreed that payment for the work could be set against the S106 funds in advance of the agreement being signed off and the funds transferred to the Parish Council.

RESOLVED (26)

That it be noted that the payment of £1,660 (net of VAT) would be recovered by Blaxton Parish Council when the S106 funds were received.

15) BLAXTON VILLAGE HALL

RESOLVED (27)

That it be noted that the Village Hall Committee had not met recently and that Yoga and Table Tennis activities continued for the time-being.

16) ITEMS FOR INFORMATION

Since the last meeting on 17 September 2020 a number of general items of correspondence including Covid-19 updates, community activities and initiatives and training opportunities have been circulated – no requests have been made to discuss any of these items at a Parish Council meeting. – **Noted**

17) DATE OF NEXT MEETING

RESOLVED (28)

That it be noted that the next meeting of the Parish Council will take place on Thursday 19 November 2020 at 19:00 using Zoom or, in Blaxton Village Hall if Covid-19 conditions permit.

Meeting closed at 21:55

Chair: _____

Date: _____