

BLAXTON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 18 FEBRUARY 2021
AT 19:00 USING ZOOM REMOTE MEETING SOFTWARE**

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

APOLOGIES: Councillor P Schofield, DMBC Ward Councillors J Cox and S Cox and, S Racjan
DMBC Stronger Communities Officer

IN ATTENDANCE: P Dennis Clerk and Responsible Financial Officer

MEMBERS OF THE PUBLIC – Four

1) APOLOGIES

RESOLVED (1)

That apologies for absence be accepted from Councillor P Schofield.

**2) TO CONSIDER THE EXTENT, IF ANY, TO WHICH THE PUBLIC ARE TO BE EXCLUDED
FROM THE MEETING – Item 11(k) Staffing matter**

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

**4) MINUTES OF THE PARISH COUNCIL MEETINGS HELD ON 21 JANUARY, 2 AND
11 FEBRUARY 2021**

RESOLVED (2)

That the Minutes of the Parish Council Meetings held on 21 January, 2 and 11 February 2021
be confirmed as correct records and signed by the Chair.

5) MATTERS ARISING FROM THE MINUTES – None

6) PUBLIC PARTICIPATION

a) CCTV Initiative

A member of the public attended the meeting and reported that further to the information
provided on this matter at the Blaxton Parish Council meeting on 21 January 2021 the CCTV
initiative (which would be considered later in the meeting) had been discussed again at the
meeting of Finningley Parish Council on 16 February 2021.

It was also reported that the scheme was being promoted by DMBC with the support of Ward
Members. DMBC Ward Councillor S Cox was arranging a joint meeting of all interested
parties to discuss any questions raised.

A community group was in the initial stages of being established with the aim of exploring
funding opportunities to help support the initiative.

The Chair thanked the member of the public for their comments.

b) Planning Application 20/03422/FUL, Bankswood, Thorne Road, Blaxton

A resident outlined a number of concerns about Planning Application 21/03422/FUL
including loss of amenity, loss of outlook and overshadowing.

The Chair thanked the member of the public for their comments and confirmed that the Council would be considering how to comment on the Planning Application later in the meeting.

7) WARD MEMBERS REPORT

Although Ward Members were unable to attend the meeting a number of matters that they were involved with were dealt with under various items below.

8) DMBC AND EAST AREA COMMUNITIES TEAM ISSUES

- a) Park Lane Name Sign – Resident complaint about Damaged Sign Resolution 5 – **Update not yet received**
- b) Grass Verge Damage on Station Road – Minute 8(b)

It was reported that, following an inspection by DMBC Highways, Officers had advised that no Traffic Regulation Orders were in place at any of the locations, no obstructions had been observed and, enforcement action could not be taken. It was also reported that a resident had been advised by Network Rail that action was being taken to notify contractors not to park on the verge.

RESOLVED (3)

That the reports be noted and that the Clerk be requested to ask Ward Members to raise the possibilities of:-

- taking action against people for damaging DMBC property (verges)
 - the provision of low post and rail fences to prevent access to verges at specific locations on Station Road.
- c) Concern about Condition of New Street Garages – **DMBC confirmation that the condition of a garage would be discussed with the tenant and, that vegetation growth at the rear of the garages had been cut back – Noted**

9) POLICING ISSUES – None

10) CONSULTATIVE COMMITTEES

- a) Doncaster Sheffield Airport Consultative Committee 28 January 2021
 - Report from Councillor McCarron circulated on 8 February 2021 – **Noted with thanks**
 - Details of how to apply for grant from the Airport Community Investment Fund circulated on 8 February 2021 – **Noted**
- b) Yorkshire Wildlife Park (YWP) Meeting Tuesday 2 March 2021

RESOLVED (4)

That, in the event of Councillor P Schofield being unable to attend the Yorkshire Wildlife Park Consultative Committee meeting on 2 March 2021 Councillors R Dennis and N McCarron be nominated substitutes in that order.

- c) Quarry Liaison Meeting 4 November 2020 – Resolution 9

RESOLVED (5)

That DMBC Officers and Ward Members be reminded that responses to the highways related issues submitted to the meeting on 4 November 2020 and the request to discuss these with Parish Council representatives were still outstanding.

11) FINANCIAL AND ADMINISTRATIVE MATTERS

- a) Payments considered for approval on 18 February 2021

RESOLVED (6)

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>
74	YLCA 1356-2021	Planning Enforcement and Appeals 10/02/21 - J Scutt	22.50	0.00	22.50
75	H S Harbon & Sons Ltd 33217	Electrical Installation Condition Report (EICR) at War Memorial 28/01/21	95.00	19.00	114.00
76	P A Dennis	Salary February 2021	397.23	0.00	397.23
76	P A Dennis	Office, Telephone, Broadband Allowance February 2021	25.00	0.00	25.00
77	P A Dennis 203024929833	Reimbursement for 1&1 Website Hosting costs 08/02/21 - 08/03/21	23.00	4.60	27.60
78	HMRC	Month 11 Contributions	99.20	0.00	99.20
79	DMBC 26731231	Dog Waste Bins 05/10/20 - 27/12/20 - Wks 27 - 38 - 2 bins @ £5.86 each for 8 weeks, 1 bin at £5.86 for 9 weeks	146.50	29.30	175.80
					861.33

- b) Bank Reconciliation to 01/02/21 – **Noted**
c) Balances against Budgets to 14 February 2021 – **Noted**
d) Website Content Accessibility Guidelines (WCAG) – Resolution10 – MS Office 365 and Website

At the meeting on 10 December 2020 the Council agreed in principle to acquiring a new website which meets Accessibility guidelines, identified 'Aubergine262' as the preferred provider and asked Councillor J Scutt and the Clerk to discuss the requirements for a suitable package and report back to the Council.

Councillor Scutt and the Clerk reported back to the Council at the meeting on 21 January 2021 to the effect that it might be possible to develop a more cost-effective and suitable website solution than the Aubergine 262 proposal and, would like more time to investigate this possibility. They also requested Council to consider the use of dedicated MS Office 365 Business accounts for Members and the Clerk to enable Council and personal emails to be kept apart.

At this meeting (18/02/21) Councillor Scutt and the Clerk reported that more time was needed to complete the assessment of ways to provide a WCAG compliant website and review the content. They did however recommended that Council commit to introducing MS Office Business Accounts to be used by Councillors and the Clerk.

RESOLVED (7)

That Councillor Scutt and the Clerk be requested to update Council at the next meeting on recommendations for the establishment of a WCAG compliant website.

RESOLVED (8)

That the Clerk be authorised to start the process of setting up MS Office 365 Business accounts, at a monthly cost of £3.60 per month for the Basic User Licence and £9.00 for the Standard User Licence, with Compete366 Ltd, an MS Solutions Partner.

e) CCTV Initiative – Resolution (11)

The CCTV initiative was considered at the Parish Council meeting on 21 January 2021 (Minute 11(e)) when it was reported that clarification on a number of questions had been requested from DMBC and, that a quotation to provide CCTV cameras in the Blaxton and Finningley Parish Council areas was expected.

Since that meeting the quotation had been received, Ward Members have asked for questions to be submitted with a view to arranging a meeting with representatives from Parish Councils and other interested parties so that a common understanding of the responses to questions could be established. Additional suggested questions were also circulated to Members prior to the meeting.

A proposal was made and seconded to the effect that written answers to the requests for further information be provided before the Parish Council engaged in a joint meeting.

An amendment to the proposal was made and seconded to the effect that responses to all questions be requested before the joint meeting takes place and, that a representative be nominated to attend the proposed meeting when it would be possible for any clarification on the answers received to be sought.

On being put to a vote, the amendment was carried.

RESOLVED (9)

That the Clerk notify DMBC Ward Councillor Steve Cox that the Parish Council requested responses to the questions raised by the Council before the proposed meeting to discuss this matter takes place so that participants could gain a better understanding prior to the meeting.

RESOLVED (10)

That the Council nominate Councillor R Dennis to attend the proposed meeting with Councillor J Scutt as substitute.

RESOLVED (11)

That the Council support the attendance of the Clerk, who had posed many of the questions, at the proposed meeting and volunteered to take notes if required.

RESOLVED (12)

That the initial questions put to DMBC, together with the additional questions circulated prior to this meeting, be approved for submission to Councillor S Cox.

f) Parish Council Waste Bin Emptying by DMBC 2021/22

RESOLVED (13)

That the Council agree to DMBC continuing to empty three waste bins (provided by the Parish Council) at a cost of £5.86 per bin per empty, subject to a small percentage increase from April 2021 to be notified.

g) YLCA South Yorkshire Branch Meeting – Wednesday 24 February at 6.45pm

A report on nuisance arising from quad and motor bike use on areas of land managed by Sprotborough and Cusworth Parish Council was included with the Agenda for the South Yorkshire Branch of the Yorkshire Local Councils Associations meeting on 24 February 2021.

The report requested that the Branch support the proposals to the YLCA Joint AGM in July 2021 with a view to changes being made to the Road Traffic Act 1988 and government guidance, to ensure that all off road quad bikes and motor bikes are required to be registered, taxed, MOT'd and insured.

Members recalled that areas of Blaxton also suffered from quad and motorbike nuisance on occasions.

RESOLVED (14)

That the proposals by Sprotborough and Cusworth Parish Council be fully supported.

RESOLVED (15)

That it be noted that Councillor R Dennis planned to attend this meeting.

h) YLCA Member Councils' views on extending the power to hold remote meetings

RESOLVED (16)

That the Clerk be requested to collect responses to the survey about extending the power to hold remote meetings from Members for submission to YLCA.

i) Approval of Requests to attend Training Courses

RESOLVED (17)

That Members and the Clerk be authorised to attend online training courses promoted by the Yorkshire Local Councils Association subject to prior notification to the Clerk and, a report on the course attended being submitted for consideration at the next Parish Council meeting.

j) Village Hall Grant Request for 2021/22

RESOLVED (18)

That consideration of this matter be deferred to the next meeting of the Parish Council pending receipt of a Dispensation Request Form.

Due to the potential for the following item to include discussion on confidential issues it was deferred and considered at the end of the meeting after Minute 16 below

k) Appointment of Clerk and Responsible Financial Officer and review of Contract of Employment

RESOLVED (19)

That it be noted with pleasure that Pamela Reeves, who was present for the duration of the meeting with the exception of this item, had accepted the offer of appointment to the post of Clerk and Responsible Financial Officer to the Council with effect from 1 March 2021.

RESOLVED (20)

That Councillor Johnson and the Clerk review the draft Contract of Employment circulated prior to the meeting and make recommendations on the new contract to Members for approval under the Clerk's Delegated Powers before 1 March 2021.

l) Consideration of floral displays at Blaxton Roundabout

Council discussed the possibility of establishing floral displays in the verges around the roundabout in place of the four Planters. It was acknowledged that this would require DMBC approval if Council decided to go ahead with a verge planting scheme.

RESOLVED (21)

That the Clerk be requested to seek advice from DMBC about the types of display that may be permitted and report back to the next meeting of the Parish Council.

m) Quotations for Maintenance of Planters 2021

RESOLVED (22)

That a decision on the allocation of a contract for Planter Maintenance during 2021 be deferred pending the decision on providing floral displays along verges.

n) New Seat and base Summerfields Green Space

RESOLVED (23)

That the Clerk be requested to place orders for the following subject to confirmation with DMBC that the seat can be located on the Summerfield Drive open space area:-

- 1 x Persley Seat from Broxap – £444 plus delivery
- Installation of seat with slabs in front by GNE Contracting Ltd – £700

o) War Memorial Rear Wall render and paint – Resolution 21 – **Quotations to render still being sought**

p) Approved Budget 2021/22 – **Noted**

q) Delegation to Clerk during Covid-19 lockdown – **No actions since last meeting – Noted**

12) PLANNING

a) Planning Application 20/03422/FUL – Bankswood, Thorne Road, Blaxton – Proposed raising of roof height to incorporate additional accommodation at first floor level

RESOLVED (24)

That consideration of Planning Application 20/03422/FUL be deferred for consideration under the Clerk's delegated powers after the receipt of resident comments.

Councillor Johnson declared a personal interest in the following item

b) **Planning Application 20/02997/FUL** – Bleak House, Station Road, Blaxton
Erection of detached garage and single storey rear extension, following demolition of existing double garage and utility room – **Neutral Response**

c) **Planning Application 20/03501/FUL** – The Willows, Mosham Road, Blaxton
Erection and re-siting of replacement dwelling following demolition of existing bungalow – **Neutral Response**

- d) **Proposed Development by Island Gas** to Vary Condition 6 of planning permission 1/15/01034/CDM to extend the life of the groundwater monitoring boreholes for a further 3 years to fall in line with the life of the exploratory well at land off Springs Road, Misson, DN10 6ET – **Neutral Response**

Standing Order 3(w) – at 21:31 – RESOLVED (25)

That the meeting be extended until 21:45 to enable the remaining business to be concluded.

13) BLAXTON PLAYING FIELD

Improvements to Blaxton Playing Field – Section 106 Funding (18/02593/FULM) – Hard surfacing of access road and car parking area and drainage improvements – **Update on the practicalities of succeeding with this project emailed dated 14/02/21 – Deferred for consideration at next meeting**

14) JOINT PLAYING FIELD

- a) Playing Field Association – **Covid restrictions continue as does daily voluntary clearance of rubbish**
- b) Finningley and Blaxton Joint Playing Field Improvements – Section 106 – **Grant payment from DMBC awaited**

15) BLAXTON VILLAGE HALL – No Issues

16) ITEMS CIRCULATED FOR INFORMATION

Since the last meeting on 21 January 2021 a number of general items of correspondence including Covid-19 updates, community activities and initiatives and training opportunities had been circulated – no requests had been received to discuss any of these items at the Parish Council meeting. – **Noted**

17) DATE OF NEXT MEETING

RESOLVED (26)

That it be noted that the next meeting of the Parish Council would take place on Thursday 18 March 2021 at 19:00 using Zoom or, in Blaxton Village Hall if Covid-19 conditions permit.

Meeting closed at 21:42

Chair: _____

Date: _____