

BLAXTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 18 MARCH 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 and DMBC Ward Councillors J Cox and S Cox

IN ATTENDANCE: P Reeves Clerk and Responsible Financial Officer and P Dennis, Retiring Clerk and Responsible Financial Officer

MEMBERS OF THE PUBLIC – Three

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 WERE TO BE EXCLUDED FROM THE MEETING – No requirement for exclusions at this point

3) DECLARATION OF PREJUDICIAL INTERESTS, OTHER INTERESTS, THE RECEIPT OF GIFTS AND HOSPITALITY AND REQUESTS FOR DISPENSATION

The Clerk reported that requests for Dispensation had been received from Councillors R Dennis, N McCarron and J Scutt (Parish Council Representatives on Blaxton Village Hall Committee) to enable them to take part in all discussions and decisions relating to Blaxton Village Hall. Without the dispensation the Council would be unable to consider matters relating to the Village Hall due to being inquorate.

RESOLVED (2)

That the requests for Dispensation received from Councillors R Dennis, N McCarron and J Scutt to enable them to take part in all discussions and decisions relating to Blaxton Village Hall be granted until the expiry of their current terms of office.

4) MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18 FEBRUARY 2021

RESOLVED (3)

That the Minutes of the Parish Council Meeting held on 18 February 2021 be confirmed as a correct record and signed by the Chair.

5) MATTERS ARISING FROM THE MINUTES – None

6) PUBLIC PARTICIPATION – None

7) WARD MEMBERS REPORT

Although Ward Members were unable to attend the meeting, reports on matters which they were dealing with are included under Minutes (8) and (10) below.

8) DMBC AND EAST AREA COMMUNITIES TEAM ISSUES

a) Park Lane Name Sign – Replacement Sign ordered by DMBC – Noted with thanks

b) Grass Verge Damage on Station Road – Minute 8(b)

At the meeting held on 18 February 2021, Council had requested the Clerk 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.

RESOLVED (4)

That the Clerk be requested to remind DMBC that responses had not been received.

9) POLICING ISSUES

Notes of Community Alcohol Partnership Meeting on 1 March 2021 – **Noted**

10) CONSULTATIVE COMMITTEES

a) Doncaster Sheffield Airport Noise Monitoring and Environment Sub-Committee (NMESC) Agenda 25 March 2021 – **Noted**

b) Yorkshire Wildlife Park (YWP) Meeting Tuesday 2 March 2021

Draft Minutes circulated 13 March 2021 – **Noted**

Report on meeting from Councillor Dennis circulated 3 March 2021 – **Noted**

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.

d) DMBC Parish Councils Joint Consultative Committee (PCJCC) Agenda 25 March 2021 emailed 16/03/21 – **Noted**

11) FINANCIAL AND ADMINISTRATIVE MATTERS

a) Payments considered for approval on 18 March 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>
80	P A Dennis	Salary March 2021	397.23	0.00	397.23
80	P A Dennis	Office, Telephone, Broadband Allowance March 2021	25.00	0.00	25.00
81	P A Dennis 203025338180	Reimbursement for 1&1 Website Hosting costs 08/03/21 - 08/04/21	23.00	4.60	27.60

<u>Voucher No</u>	<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
82	P A Dennis INV69258891	Zoom Fee 17/02/21 - 16/03/21 - unable to find VAT No. £2.40 not recovered	14.39	0.00	14.39
82	P A Dennis INV74837543	Zoom Fee 17/03/21 - 16/04/21 - unable to find VAT No. £2.40 not recovered	14.39	0.00	14.39
83	P Reeves	Salary March 2021	458.94	0.00	458.94
84	HMRC	Month 12 Contributions	99.20	0.00	99.20
85	Blaxton and Finningley Playing Field Association	Grant 2019/20 - £2,000 less Ramp Maintenance Costs of £0 = £2,000	2,000.00	0.00	2,000.00
86	YLCA 1696-2021	Getting the Most out of Technology Webinar - 15/03/21 – J Scutt and P Dennis	30.00	0.00	30.00
87	YLCA	Introduction Session for New Clerks 04/03/21 – P Reeves	48.00	0.00	48.00
					3,114.75

- b) Bank Reconciliation to 01/03/21 – **Noted**
c) Balances against Budgets to 14 March 2021 – **Noted**
d) Risk Assessment 2020/21

RESOLVED (7)

That the Risk Assessment for 2020/21 issued by email on 16 March 2021 be received and approved, subject to amendments being made to reflect the continued DMBC commitment to weekly visits by a Communities Officer.

- e) Parish and Town Council Elections 6 May 2021

RESOLVED (8)

That the Clerk be requested to display information about the forthcoming elections for Parish Councillors on the Council's website and Facebook Page.

- f) YLCA Remote Conference 21 – 22 April 2021

RESOLVED (9)

That all Members and the Clerk be authorised to attend the YLCA Remote Conference on 21 and 22 April 2021.

- g) Website Content Accessibility Guidelines (WCAG) and Introduction of MS Office365

- MS Office 365 – Setup on-going – Cloudy IT training session attended by Councillor Scutt and the Clerk will help – **Noted**
- Website Accessibility – still work in progress. Councillor Scutt and the Clerk assessing Hosts and information structure – **Noted**

h) CCTV Initiative – Resolutions (9) – (12) of the meeting held on 18 February 2021

Members had been provided with recordings of the meeting on 5 March 2021, hosted online by Ward Councillor S Cox, to discuss questions raised about this initiative and, a written report from Councillor R Dennis, who had attended the meeting, had been circulated.

Council discussed the information gathered from the online meeting and from Councillor Dennis' report and, identified issues where further clarification was needed including a strategic plan, coverage gaps, absence of evidence of increased crime in Blaxton and duties, responsibilities and commitments of Parish Councils and DMBC.

RESOLVED (10)

That the recording of the online meeting and notes by the Chair be received and noted.

RESOLVED (11)

That the Council agree in principle to support the initiative to provide CCTV cameras at locations on the highway whilst not committing to fund the initiative at this point in time.

RESOLVED (12)

That the Clerk be requested to ask DMBC to provide an integrated plan for CCTV coverage in the Finningley Ward and suggest that a consultative group of representatives from Parish Councils in the Ward be formed to work on the evolution of the initiative.

i) YLCA South Yorkshire Branch Meeting – Wednesday 24 February 2021

The Chair reported on the YLCA South Yorkshire Branch Meeting which he had attended on 24 February 2021 and, apologised for not having been able to produce a write-up of the meeting. A presentation, which had circulated to Parish Councillors, by Friends of the Earth on how Parish Councils could tackle the Climate Emergency had been a major part of the meeting.

RESOLVED (13)

That the Clerk be requested to forward the presentation to the Secretary of the Village Hall Committee for information and possible discussion by the Committee.

j) Village Hall Grant Request for 2021/22

RESOLVED (14)

That the request from the Blaxton Village Hall Committee for a grant of £1,600 to assist with costs relating to caretaking, cleaning, energy and insurance during 2021/22 be approved and paid in April 2021.

- k) Consideration of floral displays at Blaxton Roundabout – **Noted that site meeting with DMBC Officers requested**
- l) Quotations for Maintenance of Planters 2021 – **No action pending decision on 11(k) above**
- m) New Seat and base Summerfields Green Space – **Noted that permission from DMBC Officers requested**
- n) War Memorial Back Wall render and paint – Resolution 21 – **Noted that two quotations requested**

o) Clerk and RFO – Contract of Employment

It was reported that Councillor Johnson and the Clerk had made minor revisions to the draft contract of employment which would be circulated to Members after the meeting.

RESOLVED (15)

That subject to the agreement of all Members by email the existing Clerk be authorised to issue the Contract of Employment for consideration and acceptance by the new Clerk.

RESOLVED (16)

That the existing Clerk be requested to produce details of on-going matters which would benefit from his continued involvement for a limited period of time for consideration at the next meeting of the Parish Council.

p) Delegation to Clerk during Covid-19 lockdown

At the meeting on 27 April 2020 it was agreed that the Clerk be authorised to exercise any of the powers of the Council which it can delegate, subject to email consultation with and, the agreement of all Members before any action is taken.

Since the last Parish Council meeting on 18 February 2021 this power has not been used.

RESOLVED (17)

That it be noted that, in accordance with Resolution (17) of the meeting on 15 February 2021 the Clerk had authorised attendance at three training courses detailed above in Minute 11(a).

12) PLANNING APPLICATIONS

a) 20/03415/FULM – Doncaster Sheffield Airport – GatewayEast Central Plaza Development

Councillor McCarron reported on a recent presentation on this major development which was noted.

Council considered the Application.

RESOLVED (18)

That the Clerk be requested to submit a 'Neutral' response in respect of the Application.

b) 21/00700/FUL – Erection of first floor extension above existing garage – 12 Pickle Wood Court, Finningley, DN9 3RG

RESOLVED (19)

That the Clerk be requested to submit an objection to this Application because the poor quality of the documents submitted made it impossible to assimilate the information and form a judgement.

c) 21/00663/FUL – Erection of single storey flat roof extension to rear to create sun room – 25 Lower Pasture, Finningley, DN9 3RF – Neutral Response

13) BLAXTON PLAYING FIELD

a) Continuation of Pest Control

RESOLVED (20)

That no action be take continue the pest control contract for the time being and that the position be kept under review.

b) Dog Notices

Following notification of the receipt of a complaint about dogs on the playing field a discussion took place about the Public Space Protection Order and confusion caused by the generic DMBC Covid-19 notices currently place. The Covid notices also display a 'Dogs on Lead' symbol whilst the notice at the main entrance shows a 'No Dogs Allowed' symbol.

RESOLVED (21)

That the Clerk be requested to inspect the signage relating to dogs and report back to the next meeting.

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

The Clerk reported that, following assessment of quotations for specifying the work necessary to provide hard surfacing to the access road and car parking area together with related drainage improvements, it appeared that the total cost of this project would be well in excess of the funding currently available.

At present, £5,000 was earmarked for the specification of the works which would require a topographical survey, percolation tests, the production of designs and tender specifications. Indications are that this work, most of which could not be met from the Section 106 funding, would exceed the Council's earmarked budget. It was also likely that the cost of work to bring drainage up to a good standard and provide hard-surfacing would far exceed the available Section 106 funding.

The Clerk advised that, if Council wished to proceed with the project, it was highly likely that grant funding would need to be sought from other funders and a scheme for delivering the project produced before DMBC would commit to releasing the Section 106 funds.

RESOLVED (22)

That the Clerk be requested to find out if the company which had contributed the Section 106 funds could be of assistance with the delivery of this project with a view to reducing costs.

14) JOINT PLAYING FIELD

a) Playing Field Association – Draft Minutes of meeting on 10 March 2021 – **Noted**

b) Finningley and Blaxton Joint Playing Field Improvements – Section 106

It was reported that the Section 106 grant of £121,323, approved by DMBC for the delivery of a number of projects on the Joint Playing Field over a three-year period had been received by the Council and, that quotation prices were being reaffirmed so that orders could be placed.

Councillor Johnson also reported that, as Secretary/Treasurer of the Playing Field Association he and Councillor J Scutt (Chair) were dealing with two lengthy lists of questions

(FOI requests) about the Section 106 grant which had been received by Finningley Parish Council. A draft reply to the FOI requests was being prepared for submission to the Clerk to Finningley Parish Council.

RESOLVED (23)

That the reports be noted.

- c) Freedom of Information Request (FOI) relating to DMBC Section 106 Grant received 4 March 2021 – **Clerk to reply by 31/03/21 – Noted**

15) BLAXTON VILLAGE HALL – Next Meeting 25 March 2021 – Noted

16) ITEMS FOR INFORMATION – Noted

17) DATE OF NEXT MEETING

RESOLVED (24)

That it be noted that the Annual Parish meeting would take place on Thursday 15 April 2021 at 19:00 using Zoom or, in Blaxton Village Hall if Covid-19 conditions permit and, that the meeting would be followed by an Ordinary Parish Council meeting.

Meeting closed at 21:23

Chair: _____

Date: _____