

## BLAXTON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 17 JUNE 2021 AT 19:00 IN THE PAVILLION, JOINT PLAYING FIELD, FINNINGLEY

**PRESENT:** Councillors R Johnson, N McCarron J Scutt, D Bramhall, S Lee

**IN ATTENDANCE:** P Reeves (Clerk)

**APOLOGIES – None**

**MEMBERS OF THE PUBLIC – None**

**1) APOLOGIES – None**

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

**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 Councillor McCarron, Councillor Scutt and Councillor Bramhall (Parish Council Representatives on Blaxton Village Hall Committee and the Playing Field Association (PFA)) and Councillor Johnson as member of the PFA, to enable them to take part in all discussions and decisions relating to Blaxton Village Hall and the PFA. Without the dispensation the Council would, on occasions, be unable to consider matters relating to these two organisations due to being inquorate.

RESOLVED (1)

That the requests for Dispensation received from Councillor Johnson, Councillor McCarron, Councillor Scutt and Councillor Bramhall to enable them to take part in all discussions and decisions relating to Blaxton Village Hall and the Joint Playing Field be granted until the expiry of their current terms of office.

**4) MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 20 MAY 2021**

RESOLVED (2)

That the Minutes of the Annual Parish Council Meeting held on 20 May 2021 be confirmed as a correct record and signed by the Chair.

**5) PUBLIC PARTICIPATION – None**

**6) WARD MEMBERS REPORT – None Present**

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

a) Park Lane Name Sign:

RESOLVED (3)

That it be noted that the replacement Park Lane street sign had been installed and that Ward Members be thanked for working to achieve this.

b) Grass Verge Damage on Post Office corner (Minute 8b):

It was reported that replies from DMBC about possible solutions to verge damage at The Post Office corner and in front of the Swan Homes development on Station Road were still outstanding.

RESOLVED (4)

That the Clerk remind DMBC again that replies on these issues were still outstanding.

## 8) POLICING ISSUES

### Attempted Break-in

It was reported that both South Yorkshire Police and the local Farmer do not have any issues with the Parish Council installing a padlock on the gate at the Bank End Road entrance to Public Footpath No. 1. No response has yet been received from DMBC.

RESOLVED (5)

That a chain and lock be fitted to the gate at the Bank End Road entrance to Public Footpath No.1.

## 9) CONSULTATIVE COMMITTEES

a) DMBC Parish Councils Joint Consultative Committee (PCJCC) – Next meeting 7 July 2021 – **Noted**

b) Doncaster Sheffield Airport Consultative Committee (ACC) – Next meeting 15 July 2021  
– **Noted**

c) Doncaster Sheffield Airport Noise Monitoring and Environment Sub-Committee (NMESC) – Next meeting 24 June 2021 – **Noted**

d) Yorkshire Wildlife Park (YWP) Consultative Committee – Next meeting 14 July 2021  
– **Noted**

e) Quarry Liaison Consultative Committee – Meeting 17 June 2021

RESOLVED (6)

That the reports from Councillor Scutt and DMBC be received and noted.

RESOLVED (7)

That the Clerk be requested to add information on the Parish Council website for the reporting of any quarry concerns.

## 10) FINANCIAL AND ADMINISTRATIVE MATTERS

a) Payments for approval on 17 June 2021

RESOLVED (8)

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>
17	BHIB Ltd – Paid 02/06/21 <b>LCO02122-527744</b>	Insurance 01/06/21 – 31/05/22 - 1st of three-year contract)	676.66	0.00	676.66
18	Verde Sports Ltd <b>VS74569</b> <b>JPF S106</b>	Balance - supply and installation of replacement surfacing for match pitch 20/05/21	2,458.39	768.25	3,226.64
19	The Play Inspection Co Ltd <b>47458</b>	BPF Inspection and Report 17/05/21	67.50	13.50	81.00
20	Glendale Countryside <b>GC446PC02947</b>	BPF Grass Cutting 30/04/21 and 14/05/21	80.30	16.06	96.36
21	Need A Hand <b>2053</b>	Remove old plants from 4 Planters 03/06/21, refresh compost and plant with new plants, water new plants	347.00	0.00	347.00
22	G H Cawthorne 2021-22 (1)	Professional Services in respect of Internal Audit 2020/21	230.00	0.00	230.00
23	DMBC 27003703	<b>JPF Projects</b> - Play Area - Remove all damaged/raised wet pour trip hazards and lay new black base 17/05/21	2,740.00	548.00	3,288.00
24	Royal British Legion	Donation for November 2020 (overlooked in 2020/21)	150.00	0.00	150.00
25	P Reeves	Salary June 2021	458.94	0.00	458.94
25	P Reeves	Office, Telephone, Broadband Allowance June 2021	25.00	0.00	25.00
26	P A Dennis	Salary June 2021	88.32	0.00	88.32
27	P A Dennis <b>203026536862</b>	Reimbursement for 1&1 Website Hosting costs 08/06/21 - 08/07/21	23.00	4.60	27.60
28	HMRC	Month 3 Contributions	22.00	0.00	22.00
29	Richard Hill <b>11/06/21</b>	Council Lenovo PC – hardware test, rebuild and install Sophos anti-virus 11/06/21	45.00	0.00	45.00
30	DMBC <b>27041208</b> <b>JPF S106</b>	<b>JPF Projects</b> - Play Area - Rub down steel play equipment and repaint June 2021	2,760.00	552.00	3,312.00
					12,074.52

Note: **JPF S106** above indicates 'expenditure on Projects on the Joint Playing Field met from the DMBC Section 106 Grant'

- b) Bank Reconciliation to 31 May 2021 – **Noted**
- c) Balances against Budgets to 11 June 2021 – **Noted**
- d) Budget Variation required re Seat for Summerfields Open Space – **Noted**
- e) Insurance from 1 June 2021 – renewed – **Noted**
- f) Banking Arrangements – Account Signatories and Change of Bank

RESOLVED (9)

That the Clerk be requested to make arrangements for the Council's bank accounts to be moved from Barclays PLC to Unity Trust PLC.

RESOLVED (10)

That Councillor N McCarron, Councillor J Scutt and Councillor D Bramhall be Account Signatories.

g) Appointment of Internal Auditor for 2021/22

RESOLVED (11)

That the Clerk be requested to find a person willing to undertake the Council's Internal Audit for 2021/22 and report back at the next meeting.

h) Appointment of Parish Councillors to undertake the half yearly internal audit of the accounts for 2021/22

RESOLVED (12)

That Councillor R Johnson and Councillor S Lee are appointed to undertake the half yearly internal audit of the accounts for 2021/22.

i) YLCA Training programme – **Noted**

j) Risk Assessment for return of Face-to-Face Meetings – **Amended and circulated 01/06/21**

RESOLVED (13)

That the amended Risk Assessment be adopted.

k) Boundary Commission Review of Parliamentary Constituencies – **Noted**

l) Annual Governance and Accountability Return (AGAR) 2020/21

i) Annual Governance Statement 2020/21 – Section 1

RESOLVED (14)

That the Annual Governance Statement for 2020/21 be approved and signed by the Chair.

ii) Consider and approve Accounting Statements 2020/21 – Section 2

RESOLVED (15)

That the Annual Governance Statements for 2020/21 be approved and signed by the Chair.

iii) Internal Audit Report for 2020/21

RESOLVED (16)

That the Internal Audit Report for 2020/21, which contained no recommendations for actions, be received and noted.

iv) Supporting Documents to the Accounts for 2020/21

RESOLVED (17)

That the Bank Reconciliation, Explanation of Variances between 2019/20 and 2020/21 on the AGAR Section 2, list of Fixed Assets and, Appendix 1 – Further analysis of some variances relating to the final accounts for 2020/21 be received and noted.

m) Annual Maintenance of Roadside Seats – assessment and quote requested – **Noted**

n) Website Accessibility and MS Office 365 – Ongoing – **Noted**

- o) Maintenance of Planters 2021 – Completed – **Noted**
- p) Floral Displays at Blaxton Roundabout

Councillor Scutt and Councillor Lee reported that they had been in touch with a local landscaper to discuss ideas for floral displays at Blaxton Roundabout.

RESOLVED (18)

That Councillor Scutt and Councillor Lee arrange a meeting with the local landscaper to discuss ideas for displays at Blaxton Roundabout.

- q) New Seat and Base Summerfields Green Space – **Installation to be arranged – Noted**
- r) War Memorial Back Wall Render

The Clerk reported that no contact had been made with the renderer who provided the second quotation, despite numerous phone calls and messages being left.

RESOLVED (19)

That the Clerk continue to seek a second quotation from an alternative renderer.

- s) Clerk and RFO – Contract of Employment – **Both contracts now signed – Noted**
- t) Delegation to Clerk during Covid-19 lockdown – **Change of Insurance Provider**
- u) Request for Council to consider accepting responsibility for maintenance of memorial seat to be provided by a resident

RESOLVED (20)

That the offer to provide a memorial roadside seat be accepted with thanks and, that the Clerk be requested obtain quotations for any costs which might fall upon the Council and arrange for any permissions which may be required.

## 11) PLANNING APPLICATIONS

- a) **Planning Application 21/01747FUL** – Home View, Station Road, Blaxton – Erection of porch to front of dwelling and single storey extension to rear to create shower room

RESOLVED (21)

That a neutral response be recorded.

- b) **Planning Application 20/03501/FUL** The Willows, Mosham Road, Blaxton – Erection and re-siting of replacement dwelling following demolition of existing bungalow (amended application site boundary) – **Noted**

## 12) BLAXTON PLAYING FIELD

- a) Dog Notices – **Deferred until next meeting**
- b) Inspection Report by The Play Inspection Company 17 May 2021 – **emailed 08/06/21**  
Meeting arranged at with Play Equipment Inspector at the Field 18/06/21 – **Noted**
- c) Improvements to Blaxton Playing Field – Section 106 Funding (18/02593/FULM) – Hard surfacing of access road and car parking area and drainage improvements – **Minute 26 (b)**

The significant cost of producing a specification to provide a car parking area and drainage improvements on the field and, the cost of work to deliver the project were discussed. It was apparent that the total costs of the project would be far in excess of

Parish Council resources and the available Section 106 funding and, that without significant external funding, the project could not be delivered.

RESOLVED (22)

That the Clerk be requested to contact DMBC to discuss the possibility of using the Section 106 Funds to improve the open space at the junction of New Street with Park Lane and, to provide additional car parking.

### **13) JOINT PLAYING FIELD**

- a) Finningley and Blaxton Joint Playing Field Improvement Projects Funded by Section 106 Grant of £121,323 (12/01327/EXTM)

Councillors Scutt and Johnson presented updates on progress with projects:-

- Outdoor Adult Gym – installed
- Goal Post Compound – work expected to start 18 June 2021
- Children’s Play area – wet pour repairs and painting completed; matting surfacing expected September 2021
- Playing Surface Improvement – plan to start by the end of June 2021

RESOLVED (23)

That the Members be thanked for the reports which were noted.

### **14) BLAXTON VILLAGE HALL**

Reports on current bookings, plans for replacement exercise classes and an Open Day in the near future were presented.

A report on the association of HMS Blaxton with the village and the possibility of placing a ship’s crest and picture in Blaxton Village Hall were discussed. A further report would be presented at the next meeting.

RESOLVED (24)

That Members be thanked for the reports which were noted.

### **15) DATE OF NEXT MEETING**

That the next meeting of Blaxton Parish Council be held on Thursday 15 July 2021 at 19:00 in The Pavilion, Joint Playing Field, Finningley.

Meeting closed at 21.24

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

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