

BLAXTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 23 SEPTEMBER 2021 AT 19:00 IN THE PAVILLION, JOINT PLAYING FIELD, FINNINGLEY

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

IN ATTENDANCE: P Reeves (Clerk)

APOLOGIES – Councillor S Lee

MEMBERS OF THE PUBLIC – Five

1) APOLOGIES

RESOLVED (1)

That apologies for absence be accepted from Councillor S Lee.

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

3) MINUTES OF THE PARISH COUNCIL MEETING HELD ON 15 JULY 2021

RESOLVED (2)

That the Minutes of the Parish Council Meeting on 15 July 2021 be confirmed as a correct record and signed by the Chair.

4) MATTERS ARISING FROM THE MINUTES (Not included elsewhere on the Agenda) – None

5) PUBLIC PARTICIPATION

A resident explained that following a neighbour complaint to DMBC they had been advised to apply for Planning Permission to continue with their home-based childminding business. They had also become aware that a covenant on the property precluded the use of the property for business purposes.

It was explained that the Parish Council was likely to be consulted if a Planning Application was submitted at which time it could consider whether or not it supported the Application.

The Clerk was requested to check if the Parish Council had any power over a covenant on the use of land owned by others.

6) WARD MEMBERS REPORT – None Present

7) DMBC AND EAST AREA COMMUNITIES TEAM ISSUES

a) Grass Verge Damage on Post Office Corner and outside Swan Homes (Minute 8(a)):

The Clerk reported that DMBC had installed low fencing at Post Office Corner to prevent parking on the verge.

It was also reported that DMBC had completed an assessment on the grass verge in front of the Swan Homes properties, following reports from the resident that the 'No Parking' sign from Network Rail had not improved the situation. DMBC has arranged to install wooden bollards around the damaged grass verge.

RESOLVED (3)

That the decision to install bollards on the grass verge outside the Swan Homes development by DMBC be welcomed with thanks.

b) Gateway East Academy (GEA)

Councillors Johnson and Scutt attended a Virtual Meeting on 27 July 2021 with a Gateway East representative. They reported that GEA would like to engage with the local community and present job opportunities to local residents with the help of local Parish Councils.

RESOLVED (4)

That the Clerk be requested to add a link to Gateway East Academy's website referring to current job opportunities on Blaxton Parish Council's Social Media/Facebook page.

c) Town & Parish Council Survey of Climate & Environment Action:

Survey completed – **Noted**

8) POLICING ISSUES

Community Alcohol Partnership – Meeting 13 September 2021 – Councillor Johnson attended. Minutes circulated 23 September 2021. Alcohol Awareness Week 15th -21st November – local 'Pop-up' events planned. Next meeting 3 November 2021. Councillor Scutt commented that there had been no progress from the previous discussions regarding community involvement with local speed cameras.

RESOLVED (5)

That the Clerk follow up the progress of the suggestions of community involvement with local speed cameras and report back to the next meeting.

9) CONSULTATIVE COMMITTEES

a) DMBC Parish Councils Joint Consultative Committee (PCJCC) – Next Meeting 24 November 2021 – **Noted**

b) Doncaster Sheffield Airport Consultative Committee (ACC) – Next Meeting 14 October 2021 – **Noted**

c) Doncaster Sheffield Airport Noise Monitoring and Environment Sub-Committee (NMESC) – Meeting 23 September 2021 – Report awaited – **Noted**

d) Yorkshire Wildlife Park (YWP) Consultative Committee – Awaiting date for next meeting – **Noted**

e) Quarry Liaison Consultative Committee – No date for next meeting – **Noted**

10) FINANCIAL AND ADMINISTRATIVE MATTERS

a) Budgeted/Contractual Payments made on 3 September 2021 for retrospective consideration

RESOLVED (6)

That the following payments be approved and noted.

<u>Voucher No</u>	<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
44 - DD 15/08/21	Compete366 Ltd INV-9847	MS365 1 x Business Standard, 6 x Business Basic August 2021	30.60	6.12	36.72
45	Glendale Countryside GC446PC03089	BPF Grass Cutting July 21 x 2	80.30	16.06	96.36
46	Need A Hand 2067	Repaint Seats 1 and 2, Re-stain seats 5, 6, 7, 9, 10, 11	275.00	0.00	275.00
47	Open Spaces Society 71257	Subscription Sept 21 - Aug 22	45.00	0.00	45.00
48	R Johnson	Reimbursement for Chain and Picture Frame	5.92	1.18	7.10
49	P Reeves	Salary August 2021	458.94	0.00	458.94
49	P Reeves	Office, Telephone, Broadband Allowance August 2021	25.00	0.00	25.00
50	P A Dennis	Salary August 2021	88.32	0.00	88.32
51	P A Dennis 203027326596	Reimbursement for 1&1 Website Hosting costs 08/08/21 - 08/09/21	23.00	4.60	27.60
52	HMRC	Month 5 Contributions	22.00	0.00	22.00
					1,082.04

b) Payments for approval on 23 September 2021

RESOLVED (7)

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>
53 - DD 15/09/21	Compete366 Ltd INV-10178	MS365 1 x Business Standard, 6 x Business Basic September 2021	30.60	6.12	36.72
54	Glendale Countryside GC446PC03164	BPF Grass Cutting W/E 30 Jul and 13 Aug 2021	80.30	16.06	96.36
55 JPF S106	Dura-Sport Ltd DI-6218	Impact Play Carpet 08/09/21	8,637.00	1,727.40	10,364.40
56	P Reeves	Salary September 2021	458.94	0.00	458.94
56	P Reeves	Office, Telephone, Broadband Allowance September 2021	25.00	0.00	25.00
57	P A Dennis	Salary September 2021	88.32	0.00	88.32
58	P A Dennis 203027717792	Reimbursement for 1&1 Website Hosting costs 08/09/21 - 08/10/21	23.00	4.60	27.60
59	HMRC	Month 6 Contributions	22.00	0.00	22.00
					11,119.34

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

- c) Bank Reconciliation to 31 August 2021 – **Noted**
- d) Balances against Budgets to 23 September 2021 – **Noted**
- e) Appointment of Internal Auditor for 2021/22 – Expressions of interest from two candidates.

RESOLVED (8)

That the Clerk produce a report detailing duties of the Internal Auditor to be approved by The Council for consideration at the next meeting.

- f) YLCA Training Programme – Circulated 09/08/21 and 27/08/21 – **Noted**
- g) NALC Online Events – Circulated 09/09/21 – Councillor Scutt booked onto 'Levelling Up the Environment Through Biodiversity Net Gain' 27/10/21 – **Noted**
- h) Website Accessibility and MS Office 365 – Ongoing Progress – **Noted**

The Council would like to thank the Clerk Philip Dennis for his continued work to get MS Office 365 up and running.

- i) Remembrance Parade – Car Parking arrangements

The Clerk reported that Hill House School had agreed to open the Sports Ground Car Park for parking on the day of the Remembrance Parade.

RESOLVED (9)

That the Clerk accept the offer by Hill House School to use the Sports Ground Car Park on the day of the Remembrance Parade with thanks.

- j) Floral Displays at Blaxton Roundabout – Councillor Lee yet to make contact with the local Landscape Garden Designer – **Noted**
- k) New Seat for Summerfields Open Space – Delivery has been delayed due to a manufacturing issue and is now expected week beginning 29/11/21 – **Noted.**
- l) War Memorial Back Wall render

The Clerk reported that contact had been made with another renderer and a quotation requested, but despite attempts to follow up, no quotation had been received.

Councillor McCarron reported that there had been an expression of interest from Need A Hand.

RESOLVED (10)

That the Clerk request a quotation from Need A Hand.

- m) Delegation to Clerk during Covid-19 Lockdown – **No actions**
- n) HM Land Registry Parish Land Ownership Survey – Resolution 16

Details of land owned by Parish Council – Asset Register circulated 16/09/21.

Joint Playing Field (part 3.8 acres) and War Memorial have not yet been registered with the Land Registry. The Clerk reported that advice on the cost of registration had been requested from the Council's solicitor.

RESOLVED (11)

That the Clerk be requested to follow up with the Council's solicitor and report back to the next meeting.

11) PLANNING APPLICATIONS

- a) **Planning Application 21/02325/FUL** – 8 Hawk Drive, Blaxton, DN9 3GW – erection of 2 storey rear extension – **Neutral Comment** – **Clerk's delegated power.**

12) BLAXTON PLAYING FIELD

a) Dog Notices

It was reported that some notices have been removed from the Playing Field, but the ones in place were still confusing.

RESOLVED (12)

That Councillor Bramhall be requested to visit Blaxton Playing Field, take photographs of the notices still displayed and, report back to the Council.

b) Play Area Repairs identified in Play Inspection Co. report

The Clerk reported that the repairs had been completed, except for some bolts still to be fitted to the MUGA which were on order.

RESOLVED (13)

That the report be noted and the Clerk await an update regarding the outstanding repair on the MUGA.

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 12(c)**

The Clerk reported that enquiries had been made to both St Leger Homes and DMBC regarding the alternative use of the green space at the end of New Street and the garage site. St Leger Homes has registered the Parish Council's interest in using the green space at the end of New Street, but due to a backlog, it will most likely be next year when a response is received. A response from DMBC regarding the use of the New Street garage site is awaited.

RESOLVED (14)

That the Clerk contact St Leger Homes to ask if a survey could be conducted while the Council awaits a response regarding the use of the green space at the end of New Street, to see what residents of New Street would prefer in the area.

13) JOINT PLAYING FIELD

a) Playing Field Association – Meeting 01/09/21 Draft Minutes received with thanks – **Noted**

b) Finningley and Blaxton Joint Playing Field Improvement Projects Funded by Section 106 Grant (12/01327/EXTM) – Second Monitoring Report circulated 17/09/21

RESOLVED (15)

That the Council receive and note the Monitoring Report, the listing of payments made against Section 106 grant to 31 July 2021, the Projects Financial Monitoring Summary and the recommendations in section (4) relating to procedures.

RESOLVED (16)

That The Council accept the addition to the list of procedural arrangements in Item 1 as follows: "On completion, compliance to original specification to be confirmed by Councillors Johnson and Scutt who then notify Clerk that payment is in order".

RESOLVED (17)

That responsibility for managing the payment processes for the Tennis Court Maintenance and Field Surface Improvement (three-year commitments) be passed to the substantive Clerk once the current Clerk retires.

RESOLVED (18)

That a further quotation be requested for a single contractor to undertake the excavation and the surfacing for the Field Enlargement Project (items 2, 3, 4 and 7 in the financial Monitoring Summary).

RESOLVED (19)

That the arrangement outlined in the report for improvement of green surfaces on which work commenced on 1 July 2021 be accepted.

RESOLVED (20)

That advice about the provision of CCTV and compliance issues be discussed with DMBC.

14) BLAXTON VILLAGE HALL

a) Village Hall Committee

Meeting 22/09/21 Report received on the success of the Open Day and new classes starting (Activities Timetable to be displayed on Blaxton Parish Council website).

RESOLVED (21)

That Members be thanked for the reports which were noted.

b) Roles of Parish Councillors on Village Hall Committee

Councillor Johnson reported that concerns had been raised by some Village Hall Committee (VHC) members, regarding the communications and relationship between the VHC and the Parish Council. Councillor Johnson met with these members to hear their concerns and to discuss them with councillors at the next Parish Council meeting.

RESOLVED (22)

Reassurances were offered that all Parish Councillors had the best intentions for the Village Hall and the Village Hall Committee (VHC), noted the concerns raised by the VHC and resolved to always work for a positive relationship between the VHC, its members and the Parish Council.

15) DATE OF NEXT MEETING

That the next meeting of Blaxton Parish Council be held on Wednesday 20 October 2021 at 19:00 in Blaxton Village Hall.

Meeting closed at 21:27

Chair: _____

Date: _____