

## BLAXTON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 17 APRIL 2024 AT 19:00 IN BLAXTON VILLAGE HALL

**PRESENT:** Councillors R Johnson, P Raybould, J Hill, J Steventon and I Collett

**APOLOGIES:** None

**MEMBERS OF THE PUBLIC:** None

**IN ATTENDANCE:** P Reeves (Clerk and Responsible Financial Officer)

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** – None

4) **MINUTES OF THE PARISH COUNCIL MEETING HELD ON 20 MARCH 2024**

RESOLVED (1)

That the Minutes of the Parish Council Meeting held on 20 March 2024 be confirmed as a correct record and signed by the Chair.

5) **PUBLIC PARTICIPATION** – None

6) **WARD MEMBERS REPORT**

The Clerk reported that Cllr Jones had forwarded information regarding funding for 'Community Energy Projects' and this was circulated to Members on 08/04/24. It was noted that the conditions of the funding would not be beneficial to any Parish Council projects.

7) **CDC AND SOUTH AREA COMMUNITIES TEAM ISSUES**

Great British Spring Clean 15 to 31 March 2024

It was reported that the Volunteer Great British Spring Clean Litter Pick went ahead as planned on 24 March 2024. There were four volunteers who collected 7 bags of litter in total. The Council wish to thank the litter pick volunteers and StreetScene for the collection of the bags of litter.

RESOLVED (2)

That a volunteer litter pick be organised every few months.

8) **POLICING ISSUES** – None

9) **CONSULTATIVE COMMITTEES**

a) South Yorkshire Branch of the YLCA – Meeting 21/02/24 Minutes circulated 20/03/24 – Next Meeting 19/06/24 – **Noted**

b) CDC Parish Councils' Joint Consultative Committee (PCJCC) – Meeting 04/04/24 Cllr Johnson attended – Report received with thanks 04/04/24 – **Noted**

c) Public Rights of Way (PROW) Forum – Meeting 11/04/24 – apologies given – **Noted**

- d) Yorkshire Wildlife Park Consultative Committee – Next Meeting 14/05/24 Cllr Hill to attend – **Noted**

# **10) FINANCIAL AND ADMINISTRATIVE MATTERS**

- a) Payments considered for approval on 17 April 2024:-

RESOLVED (3)

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>
1	P Reeves	Salary April 2024	700.70	0.00	700.70
1	P Reeves	Office, Telephone, Broadband Allowance April 2024	25.00	0.00	25.00
2	P Dennis	Salary April 2024	103.77	0.00	103.77
3	HMRC	HMRC M1	25.80	0.00	25.80
4 – DD 23/04/24	Ionos 203041440551	1&1 Website Hosting costs 08/04/24 – 08/05/24	23.00	4.60	27.60
5	YLCA INV-2140	Membership Subscription – 1 April 2024 to 31 March 2025	459.00	0.00	459.00
6	CDC 29731384	Litter Bin Emptying Q4 Wks 39-48 25/12/23 – 03/03/24	42.18	8.44	50.62
7	CDC 29802533	Litter Bin Emptying Q4 Wks 51/52 18/03/24 – 31/03/24	7.03	1.41	8.44
8	Amazon Business GB4E2FLABEY	Magnetic Whiteboard Clips 12 pk HP 953XL Black Ink Cartridge HP 953XL Yellow Ink Cartridge	68.93	13.79	82.72
					1,483.65

Note: **DD** above indicates payment taken or to be taken by Direct Debit on the date shown

- b) Bank Reconciliation at 31 March 2024 – **Noted**

- c) Net Position to 11 April 2024 – **Noted**

- d) Staffing Committee

The Clerk had circulated a Draft Staffing Committee document on 15/04/24 with a report for consideration. It was advised that the YLCA recommendations for Staffing Committees appear to be for larger Parish/Town Councils, in particular those with more than one member of staff. It was suggested that there would be little benefit for Blaxton Parish Council or the Clerk to propose a Staffing Committee, but a Staffing Policy may be useful to clarify procedures for any issues the Clerk or Members may wish to raise.

RESOLVED (4)

That the Clerk be requested to produce a 'Staffing Policy' for consideration at the next meeting.

- e) Delegation to the Parish Clerk

RESOLVED (5)

That this item to be deferred to the next meeting.

- f) YLCA Training Programme – circulated 22/03/24, 08/04/24 & 17/04/24 – **Noted**

g) Appointment of Clerk

It was confirmed that four applications for the role of Clerk and RFO had been received by the closing date of 29/03/24. Following a meeting on 12 April 2024 to consider applications, two applicants had been shortlisted and were to be invited to an interview.

RESOLVED (6)

That the Joint Clerks be requested to review Member and venue availability, invite the two shortlisted applicants to interview and update the two unsuccessful applicants.

h) CDC Bin Emptying 2024/25

CDC had advised that the charge for emptying the waste bins on Blaxton Playing Field and Mosham Road will be £390.05 per bin for the financial year 2024/25, an increase of approximately 47p per bin per week (a 6.7% increase). Council was requested to consider the increase and the schedule of emptying.

RESOLVED (7)

That the Council agree to CDC continuing the weekly emptying of the waste bins on Blaxton Playing Field and Mosham Road at a cost of £390.05 per bin for the financial year 2024/25, subject to the 6.7% increase from April 2024.

i) Climate Change & Sustainability

It was reported that the Landlord of The Blue Bell had welcomed the idea of a Bike Repair Station on or near land belonging to The Blue Bell, subject to agreement by the Brewery.

RESOLVED (8)

That the Clerk be requested to contact CDC to enquire about permissions for the installation of a Bike Repair Stand and report back to Council.

j) Park Lane Access Issues

Following the access issues reported by residents at the Parish Council meeting on 20 March 2024, it was reported that contact had been made with Ward Cllr Cox regarding the request for site meetings with CDC Planning and Highways Officers. It was confirmed that an update was awaited due to one of the Officers being on annual leave.

RESOLVED (9)

That the Clerk be requested to follow up with Ward Cllr Cox and update Members and residents of Park Lane accordingly.

**11) PLANNING APPLICATIONS – None**

**12) BLAXTON PLAYING FIELD**

Improvements to Blaxton Playing Field – Section 106 Funding (18/02593/FULM) – to consider asking CDC to agree to earmarking the balance of funds remaining from the Joint Playing Field Section 106 Projects (12/01327/EXTM) for allocation to Blaxton Parish Council for the improvement of facilities at Blaxton Playing Field.

It was reported that the CDC Stronger Communities Officer had been in contact following the distribution of the Agenda, to clarify the position with allocating the balance of funds to another project.

RESOLVED (10)

That the Clerk be requested to check the information received from the CDC Stronger Communities Officer and report back to Council.

### 13) JOINT PLAYING FIELD

a) Future Management of the Blaxton and Finningley Joint Playing Field

Following the Parish Council's request for a meeting with the Chair, Vice-Chair and Clerk of Finningley Parish Council, an update was yet to be received. The Clerk reported that a repeat request had been made for an up to date report of the PFA finances, which was originally requested on 10 November 2023, and an update was awaited – **Noted**

b) Blaxton and Finningley Joint Playing Field Improvement Projects Funded by Section 106 Grant (12/01327/EXTM)

The Final Financial Monitoring Summary was forwarded to CDC on 2 April 2024 – **Noted**

### 14) BLAXTON VILLAGE HALL

Village Hall Committee– Next Meeting AGM 08/05/24 – **Noted**

### 15) DATE OF NEXT MEETING

The date of the Annual Blaxton Parish Council meeting to be confirmed

Meeting closed at 21.12

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

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