

BLAXTON PARISH COUNCIL

Blaxton Village Hall
Back Lane, Blaxton, Doncaster, DN9 3AJ
☎ 07816 214080 - ✉ clerk@blaxtonpc.org.uk



9 June 2022

Dear Member

You are hereby summoned to the Meeting of Blaxton Parish Council which will be held in **Blaxton Village Hall** on **Wednesday 15 June 2022 at 19:00**

THIS MEETING MAY BE RECORDED IN ACCORDANCE WITH STANDING ORDERS

Yours sincerely

Pamela Reeves

Clerk to the Council

Members of the public can attend the Parish Council Meetings when up to fifteen minutes will be available for public participation after consideration of the Minutes of the last meeting.

AGENDA

- 1 APOLOGIES**
- 2 TO CONSIDER THE EXTENT, IF ANY, TO WHICH THE PUBLIC ARE TO BE EXCLUDED FROM THE MEETING**
- 3 DECLARATION OF PREJUDICIAL INTERESTS, OTHER INTERESTS, THE RECEIPT OF GIFTS AND HOSPITALITY AND REQUESTS FOR DISPENSATION**
- 4 MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 18 MAY 2022 – ATTACHED**
- 5 PUBLIC PARTICIPATION**
- 6 CONSIDERATION OF APPLICATIONS FOR CO-OPTION TO THE PARISH COUNCIL**
- 7 WARD MEMBERS REPORT**
- 8 DMBC AND SOUTH AREA COMMUNITIES TEAM ISSUES**
- 9 POLICING ISSUES**
- 10 CONSULTATIVE COMMITTEES**
 - a) DMBC Parish Councils' Joint Consultative Committee (PCJCC) – **Next meeting 07/07/22**

- b) Doncaster Sheffield Airport Consultative Committee (ACC) – **Next meeting 14/07/22**
- c) Doncaster Sheffield Airport Noise Monitoring and Environment Sub-Committee (NMESC) – **Next meeting 23/06/22**
- d) South Yorkshire Branch of the YLCA – **Next Meeting 22/06/22**

11 FINANCIAL AND ADMINISTRATIVE MATTERS

- a) Payments for approval on 15 June 2022 – to follow
- b) Completion of Move to Unity Trust Bank on 21 April 2022 – **to follow**
- c) Bank Reconciliation at 31 May 2022 – **to follow**
- d) Balances against Budgets to 31 May 2022 – **to follow**
- e) Annual Governance and Accountability Return (AGAR) 2021/22 – emailed 09/06/22
 - i) Consider and approve Annual Governance Statement 2021/22 – Section 1
 - ii) Consider and approve Accounting Statements 2021/22 – Section 2
 - iii) Receive and consider report from the Internal Auditor for 2021/22
 - iv) Receive and consider supporting documents to the accounts for 2021/22:-
 - Bank Reconciliation 01/04/20 – 31/03/21
 - Explanation of Variances on AGAR Section 2 and List of Fixed Assets
 - Appendix 1 – Further analysis of some variances
 - v) Notice of the Period for the exercise of Public Rights – 20 June to 29 July 2022
- f) YLCA Training Programme – **emailed 24/05/22**
- g) Chairman’s Allowance Budget – Council is requested to consider establishing a Chairman’s Allowance Budget to be used at the Chairman’s discretion for items related to the office of Chairman – **emailed 09/06/22**
- h) Website Accessibility – **no update**
- i) Locality Plans Meeting – **emailed 31/5/22 & 06/06/22**
- j) Platinum Jubilee 2022 – **update**
- k) Annual maintenance of roadside seats – **update**
- l) Plant/Floral displays around the Village – **meeting to be arranged**

12 PLANNING APPLICATIONS

Consideration of any Planning Applications received between the issue of the Agenda and the Meeting.

13 BLAXTON PLAYING FIELD

Improvements to Blaxton Playing Field – Section 106 Funding (18/02593/FULM) – **visit to be arranged**

14 JOINT PLAYING FIELD

- a) Playing Field Association – **Meeting 08/06/22 – Update**
- b) Blaxton and Finningley Joint Playing Field Improvement Projects Funded by Section 106 Grant (12/01327/EXTM) – Update

Four of the eight projects have been completed. Work on the field improvement work by the grounds maintenance Contractor is continuing, one further tennis court maintenance visit is due in 2023 and the CCTV has not yet started.

The Field Enlargement Project is on hold following a request to DMBC on 29 March 2022 for agreement to a minor change which would increase the usable area of the field. It was approved on 20 April 2022 subject to conditions – that “*there are guarantees that the pitch will be available for all children to access without challenge and the pavilion access will be changed so it’s easier to book and be used by the public and not for the near exclusive use for 2 clubs*”. The operation of the Playing Field is a matter for the Joint Playing Field Association and not the Parish Councils.

When this Agenda was issued it was not known if any progress had been made towards meeting the conditions.

15 BLAXTON VILLAGE HALL

Village Hall Committee – **Meeting 11/05/22 Minutes received 29/05/22 – Next Meeting 06/07/22**

16 DATE OF NEXT MEETING

To be confirmed

DISTRIBUTION

Parish Councillors:- R Johnson, J Scutt, R Cross and P Raybould

DMBC Ward Members:- Councillors J Cox, S Cox and A Jones

DMBC Stronger Communities:- D Flicker, S Racjan and S Thomas,

Police Safer Neighbourhood Team:- Inspector Mark Payling, PCSO Kathryn Martin and NPT Sergeant Lisa Bird

Internal Auditor:- A Stanley

BLAXTON PARISH COUNCIL

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON WEDNESDAY 18 MAY
2022 AT 19:00 IN BLAXTON VILLAGE HALL**

PRESENT: Councillors R Johnson, J Scutt, R Cross, P Raybould

IN ATTENDANCE: P Reeves (Clerk)

APOLOGIES – None

MEMBERS OF THE PUBLIC – None

**1) APPOINTMENT OF CHAIR AND SIGNATURE OF DECLARATION OF ACCEPTANCE OF
OFFICE FOR 2022/23**

RESOLVED (1)

That Councillor R Johnson be appointed Chair for the 2022/23 Municipal Year.

Councillor Johnson signed the Declaration of Acceptance of Office and took the Chair.

2) APOLOGIES – None

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

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

**5) MINUTES OF THE ANNUAL PARISH MEETING AND MINUTES OF THE ORDINARY
PARISH COUNCIL MEETING HELD ON 20 APRIL 2022**

RESOLVED (2)

That the Minutes of the Annual Parish Meeting and the Ordinary Parish Council Meeting held on 20 April 2022 be confirmed as a correct record and signed by the Chair.

6) PUBLIC PARTICIPATION – None

7) CONSIDERATION OF APPLICATIONS FOR CO-OPTION TO THE PARISH COUNCIL

The Clerk reported that no applications had been received.

RESOLVED (3)

That Members continue to engage with residents to encourage applications for Co-option to the Parish Council.

8) APPOINTMENT OF VICE-CHAIR FOR 2022/23

RESOLVED (4)

That Councillor R Cross be appointed as Vice-Chair for the 2022/23 Municipal Year.

9) APPOINTMENT OF PARISH COUNCILLORS TO UNDERTAKE THE HALF YEARLY INTERNAL AUDIT OF THE ACCOUNTS FOR 2022/23

RESOLVED (5)

That Councillors P Raybould and R Johnson be appointed to undertake the half-yearly Audit of the accounts for 2022/23.

10) APPOINTMENT OF REPRESENTATIVE AND DEPUTY REPRESENTATIVE TO DMBC PARISH COUNCILS' JOINT CONSULTATIVE COMMITTEE FOR 2022/23

RESOLVED (6)

That Councillor Johnson be appointed representative and Councillor Scutt be appointed deputy representative on the DMBC Parish Councils' Joint Consultative Committee for 2022/23.

11) APPOINTMENT OF REPRESENTATIVES (2) TO THE BLAXTON VILLAGE HALL COMMITTEE FOR 2022/23

RESOLVED (7)

That Councillor Scutt and Councillor Raybould be appointed as representatives on the Blaxton Village Hall Committee for 2022/23.

12) APPOINTMENT OF REPRESENTATIVES (2) TO THE BLAXTON AND FINNINGLEY PLAYING FIELD ASSOCIATION FOR 2022/23

RESOLVED (8)

That Councillor Scutt and Councillor Cross be appointed as representatives on the Blaxton and Finningley Playing Field Association for 2022/23.

13) APPOINTMENT OF REPRESENTATIVE, AND DEPUTY, TO THE SOUTH YORKSHIRE BRANCH OF THE YORKSHIRE LOCAL COUNCIL ASSOCIATIONS FOR 2022/23

RESOLVED (9)

That Councillor Johnson be appointed as representative for the South Yorkshire Branch of The Yorkshire Local Council Associations for 2022/23.

14) APPOINTMENT OF REPRESENTATIVE, AND DEPUTY, TO DONCASTER SHEFFIELD AIRPORT CONSULTATIVE AND NOISE MONITORING COMMITTEES FOR 2022/23

RESOLVED (10)

That Councillor Raybould remain as representative on the Doncaster Sheffield Airport Consultative and Noise Monitoring Committees for 2022/23, as elected by the Committee.

15) APPOINTMENT OF REPRESENTATIVE TO THE YORKSHIRE WILDLIFE PARK (YWP) CONSULTATIVE COMMITTEE FOR 2022/23

RESOLVED (11)

That Councillor Cross be appointed as representative for The Yorkshire Wildlife Park (YWP) Consultative Committee for 2022/23.

16) APPOINTMENT OF REPRESENTATIVE TO THE DMBC QUARRY LIAISON COMMITTEE FOR 2022/23

RESOLVED (12)

That Councillor Scutt be appointed as representative and Councillor Johnson be appointed as deputy representative for the DMBC Quarry Liaison Committee for 2022/23.

17) APPOINTMENT OF REPRESENTATIVE(S) TO DMBC PUBLIC RIGHTS OF WAY FORUM

RESOLVED (13)

That the representative would be decided upon and appointed before each meeting.

18) WARD MEMBERS REPORT – None Present**19) DMBC AND SOUTH AREA COMMUNITIES TEAM ISSUES**Blaxton Roundabout Signage/Maintenance

The Clerk reported that further enquiries had been made with DMBC regarding assessment of the roundabout due to the recent accidents at this location. DMBC reported that an accident search showed only one accident had been recorded on the South Yorkshire Police's database within the past three years and subsequently further improvements on a priority basis could not be justified. However, DMBC confirmed that new signs had been ordered to replace the damaged signs on the roundabout and once these arrived, installation works would be booked in.

It was also reported that speeding vehicles was still an ongoing issue through the Village, particularly on the approach to the roundabout.

RESOLVED (14)

That the Clerk forward the comments from DMBC to South Yorkshire Police to provide an update and to also request further community speed camera presence.

20) POLICING ISSUES

- a) Community Alcohol Partnership – Meeting 12 May 2022 – Councillor Johnson and Councillor Scutt were both unable to attend. Meeting Minutes circulated 12 May 2022. Next meeting in three months' time (date to be confirmed) – **Noted**

CONSULTATIVE COMMITTEES

- a) DMBC Parish Councils Joint Consultative Committee (PCJCC) – Meeting Minutes 24 March 2022 circulated 12 May 2022 – Next meeting 7 July 2022 – **Noted**
LGA Corporate Peer Review Participation Group – Meeting 17 May 2022 – Councillor Johnson in attendance – Report awaited – **Noted**
- b) Doncaster Sheffield Airport Consultative Committee (ACC) – Next meeting 14 July 2022 – **Noted**
- c) Doncaster Sheffield Airport Noise Monitoring and Environment Sub-Committee (NMESC) – Next meeting 23 June 2022 – **Noted**
- d) South Yorkshire Branch of the YLCA – Next Meeting 22/06/22 – **Noted**

21) FINANCIAL AND ADMINISTRATIVE MATTERSa) War Memorial Cleaning

It was reported that a quotation had been requested from the Victoria Cross Trust for cleaning the War Memorial using the DOFF system but, that the work had been completed on 20 April 2022 prior to the Council being notified of the cost. An invoice for £500 (the same amount charged for cleaning on two previous occasions) had been received.

RESOLVED (15)

That, since the cost this work by a commercial contractor would have been a number of times greater, the work be authorised retrospectively.

b) Payments considered for approval on 18 May 2022

RESOLVED (16)

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>
10	Glendale Countryside GC446-PC-03428	BPF Grass Cutting 15/04/22	42.16	8.43	50.59
11	The Victoria Cross Trust – 01/04	War Memorial Clean using DOFF 20/04/22	500.00	0.00	500.00
12	P Reeves	Salary May 2022	476.03	0.00	476.03
12	P Reeves	Office, Telephone, Broadband Allowance May 2022	25.00	0.00	25.00
13	P A Dennis	Salary May 2022	89.85	0.00	89.85
14	P A Dennis 203030955807	Reimbursement for 1&1 Website Hosting costs 08/05/22 - 08/06/22	23.00	4.60	27.60
15	HMRC	Month 2 Contributions	22.40	0.00	22.40
16	BHIB Ltd LCO02122-642919	Insurance 01/06/22 – 31/05/23 – 2 nd of three year contract	676.66	0.00	676.66
17	Viking 8912113	Ink 953XL Y, C, M A4 5 Reams, Labels, Batteries, Pens	126.34	25.27	151.61
					2,019.74

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

- c) Completion of Move to Unity Trust Bank on 21 April 2022 – report to be prepared for next meeting – **Noted**
- d) Bank Reconciliation to 30 April 2022 – **Noted**
- e) Balances against Budgets to 31 March 2021 – **Not presented at May meeting**
- f) YLCA Training programme – Circulated 21/04/22 – **Noted**
- g) Chairman's Allowance Budget – Deferred until June meeting
- h) Website Accessibility and MS Office 365 – no significant progress due to other tasks – **Noted**
- i) Platinum Jubilee 2022 – Newsletters distributed to residents outlining the details of the events on Thursday 2nd June and Friday 3rd June 2022

- j) Plant/Floral displays around the Village – the Clerk reported that no response had yet been received from the local Landscape Garden Designer following the request for a meeting.

RESOLVED (17)

That the Clerk follow up the request for a meeting with the local Landscape Garden Designer.

22) PLANNING APPLICATIONS – None

23) BLAXTON PLAYING FIELD

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

The Clerk reported that DMBC had recently enquired if any progress had been made with the allocation of the Section 106 Funding (18/02593/FULM). It was reported that Blaxton Parish Council is still waiting for its interest to be acknowledged by St Leger Homes for the green space on New Street to consider using the funding in this area. It was suggested that a visit to Blaxton Playing Field by Members would be useful to review the possibilities/difficulties of using the funding on Blaxton Playing Field.

RESOLVED (18)

That a visit to Blaxton Playing Field be arranged between Members and the Clerk before the next meeting if possible.

24) JOINT PLAYING FIELD

- a) Playing Field Association – Meeting 27 April 2022 Minutes circulated 27/04/22 Matters arising from the Minutes including:-

- i) Minute (3) (c) – Email address for bookings

RESOLVED (19)

That the Clerk be requested to contact the Secretary to the Blaxton and Finningley Joint Playing Field Association to ask for the word 'Blaxton' to be included in the bookings email address.

- ii) Minute (10) – Section 106 Field Enlargement Project delay pending provision of guarantees about availability to DMBC Ward Members – Noted

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

RESOLVED (20)

That it be noted that progress on the Field Enlargement Project had stalled pending reassurances requested by Ward Members which had been referred to the Blaxton and Finningley Joint Playing Field Association to provide (Minute 24(a)(ii) above).

25) BLAXTON VILLAGE HALL

Village Hall Committee – AGM 11 May 2022 Minutes awaited – **Noted**

26) DATE OF NEXT MEETING

That the next meeting of Blaxton Parish Council be held on Wednesday 15 June 2022 at
19:00 in Blaxton Village Hall

Meeting closed at 20.58

Chair: _____

Date: _____