

## **BLAXTON PARISH COUNCIL**

### **MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 15 JUNE 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) 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 ANNUAL PARISH COUNCIL MEETING HELD ON 18 MAY 2022**

RESOLVED (1)

That the Minutes of the Annual Parish Council Meeting held on 18 May 2022 be confirmed as a correct record and signed by the Chair.

**5) PUBLIC PARTICIPATION** – Councillor Scutt reported, as a Park Lane resident, that no progress had been made regarding the installed fence between 15 Hillscroft Road and Park Lane. There was still concern amongst residents that the fence was over the boundary onto Park Lane. The Clerk was asked to request a statement from the DMBC Planning Department on this matter.

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

The Clerk reported that no applications had been received.

RESOLVED (2)

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

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

It was again noted that Ward Members' presence and reports had been missed at recent Parish Council meetings.

**8) DMBC AND SOUTH AREA COMMUNITIES TEAM ISSUES – None**

**9) POLICING ISSUES**

a) Community Alcohol Partnership – Next Meeting 5 September 2022 — **Noted**

b) Speed Camera Monitoring (Resolution 14) – It was reported that an update had been given to South Yorkshire Police regarding the safety concerns at Blaxton roundabout. The local PCSO had confirmed that once the speed cameras had returned from calibration, they would spend some time at this location.

RESOLVED (3)

That the report be noted.

#### 10) CONSULTATIVE COMMITTEES

- a) DMBC Parish Councils Joint Consultative Committee (PCJCC) – Next meeting 7 July 2022 – **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 – Councillor Johnson unable to attend, Councillor Scutt will attend – **Noted**

#### 11) FINANCIAL AND ADMINISTRATIVE MATTERS

- a) Payments considered for approval on 15 June 2022

RESOLVED (4)

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>
18	Glendale Countryside <b>GC446-PC-03483</b>	BPF Grass Cutting 29 Apr, 13 and 29 May 2022	126.48	25.30	151.78
19	Need A Hand <b>2109</b>	Remove old plants from 4 Planters 30/05/22, refresh with new and plants, water all planters	347.00	0.00	347.00
20	AS Audit Services <b>Blax001</b>	Internal Audit Services May 2022	225.00	0.00	225.00
21 JPF S106	Taurus Sportsturf <b>F008</b>	JPF Field Improvement Project:- February - Football Pitches - Mow , Chain Harrow, Vertidrain and, Drag mat; Mow areas around pavilion and playground.	833.33	0.00	833.33
22 JPF S106	Taurus Sportsturf <b>F009</b>	JPF Field Improvement Project:- March - Mow Football Pitches, Chain Harrow, Slitting whole area, Drag mat, Mow areas around pavilion and playground, Mow whole area.	833.33	0.00	833.33
23 JPF S106	Taurus Sportsturf <b>F0010</b>	JPF Field Improvement Project:- April - Mow Football Pitches, Finishing mows to Football Pitches and Cricket Ground and drag mat, Mow areas around pavilion and playground, Mow whole area x 3.	833.33	0.00	833.33
24 JPF S106	Taurus Sportsturf <b>F0011</b>	JPF Field Improvement Project:- May - Spray whole area, finishing mows to cricket ground, mow areas	833.33	0.00	833.33

<u>Voucher No</u>	<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
		around pavilion and playground, Mow whole area x 3.			
25	R Johnson	Jubilee provisions including, Jubilee prize coins, tea, coffee, biscuits, wine and sherry	265.73		265.73
26	R Cross	Jubilee Baking competition prizes, drinks glasses and food	190.15		190.15
27	B Scully (Change for Two Tenors)	Jubilee entertainment 2 and 3 June	200.00	0.00	200.00
28	P Reeves	Jubilee decorations, disposable tableware and colouring supplies	461.55		461.55
29	P Reeves	Salary June 2022	476.03	0.00	476.03
29	P Reeves	Office, Telephone, Broadband Allowance June 2022	25.00	0.00	25.00
30	P A Dennis	Salary June 2022	89.85	0.00	89.85
37	P A Dennis	Reimbursement for 1&1 Website Hosting costs 08/06/22 - 08/07/22	23.00	4.60	27.60
32	HMRC	Month 3 Contributions	22.40	0.00	22.40
33	The Play Inspection Co Ltd <b>54575</b>	BPF Inspection and Report 30/05/22	100.00	20.00	120.00
					5,935.41

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

- b) Completion of Move to Unity Trust Bank on 21 April 2022 – A report was circulated at the meeting.

RESOLVED (5)

- That the report be received and noted.
- That the Bank Mandate be amended to allow 'View' and 'Authorise' permissions for all Councillors.
- That Councillors responsible for performing the internal audit function use their 'Authorise' permission only when insufficient signatories are available and subject to a record of any such authorisation being minuted.
- That at a future meeting, Council consider removing the 'Authorise' permission from the Clerk.

- c) Bank Reconciliation to 31 May 2022 – **Noted**

- d) Balances against Budgets to 14 June 2022 – **Noted**

- e) Annual Governance and Accountability Return (AGAR) 2021/22

- i) Annual Governance Statement 2021/22 – Section 1

RESOLVED (6)

That the Annual Governance Statement for 2021/22 be approved and signed by the Chair.

ii) Consider and approve Accounting Statements 2021/22 – Section 2

RESOLVED (7)

That the Annual Governance Statements for 2021/22 be approved and signed by the Chair.

iii) Internal Audit Report for 2021/22

RESOLVED (8)

That the Internal Audit Report for 2021/22, which contained no recommendations for actions, be received and noted.

iv) Supporting Documents to the Accounts for 2021/22

RESOLVED (9)

That the Bank Reconciliation, Explanation of Variances between 2020/21 and 2021/22 on the AGAR Section 2, list of Fixed Assets and, Appendix 1 – Further analysis of some variances relating to the final accounts for 2021/22 be received and noted.

v) Notice of the Period for the Exercise of Public Rights

RESOLVED (10)

That it be noted that the Period for the Exercise of Public Rights had been set as 20 June to 29 July 2022.

f) YLCA Training programme – Circulated 24/05/22 – **Noted**

g) Chairman's Allowance Budget – Council was requested to consider establishing a Chairman's Allowance Budget to be used at the Chairman's discretion for items where no other powers exist.

RESOLVED (11)

That a Chairman's Allowance Budget of £200 be allocated for 2022/23.

h) Website Accessibility

RESOLVED (12)

That the Clerk be requested to contact Heatherbank to request a review of the current website along with a quotation for new website requirements.

i) Locality Plans Meeting – A request had been received from the South Locality Lead to arrange a meeting with Council Members to provide an update.

RESOLVED (13)

That the Clerk contact the South Locality Lead to request a Zoom/Teams meeting for Council Members to attend and report to a future Parish Council meeting.

j) Platinum Jubilee 2022 – Blaxton Parish Council would like to thank all who attended the Jubilee events at the Village Hall on 2<sup>nd</sup> and 3<sup>rd</sup> June and Blaxton Village Hall Committee for their support and use of the Hall. Thank you also to Finningley Post Office for their kind donations, to 'Change For Two Tenors' for the great entertainment, to the volunteers for their valuable contribution and The National Lottery Fund for their additional support.

- k) Annual Maintenance of roadside seats – Quotation received from Need A Hand

RESOLVED (14)

That the quotation received from Need a Hand for the annual maintenance of roadside seats be accepted and works be arranged.

- l) Plant/Floral displays around the Village – the Clerk reported the local Landscape Garden Designer had confirmed that he would attend a meeting with Council Members to discuss suggestions for improvements of plant/floral displays around the Village.

RESOLVED (15)

That the Clerk contact the local Landscape Garden Designer to request possible dates for a meeting with Council Members.

- m) Remembrance Parade – It was reported that information received from DMBC advised that South Yorkshire Police will no longer be making Officers available to undertake traffic management or implement road closures for Remembrance Parades. DMBC also confirmed that the Council is unable to take over this role and Parish Councils were responsible for arranging their own traffic management, closures and diversions with an accredited and competent traffic management company.

RESOLVED (16)

That the Clerk be requested to contact those who are involved with the Remembrance Parade to advise of the changes and make further enquiries.

## 12) PLANNING APPLICATIONS – None

## 13) BLAXTON PLAYING FIELD

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

## 14) JOINT PLAYING FIELD

- a) Playing Field Association – Meeting 8 June 2022 Minutes awaited – **Noted**
- b) Finningley and Blaxton Joint Playing Field Improvement Projects Funded by Section 106 Grant of £121,323 (12/01327/EXTM)

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.

RESOLVED (17)

That it be noted that following the PFA meeting on 8 June 2022, it is uncertain what progress had been made towards meeting the above conditions, as the minutes are awaited.

**15) BLAXTON VILLAGE HALL**

Village Hall Committee – Meeting 11/05/22 Minutes received 29/05/22 – **Noted**

**16) DATE OF NEXT MEETING**

That the next meeting of Blaxton Parish Council be held on Wednesday 20 July 2022 at 19:00 in Blaxton Village Hall

Meeting closed at 21.06

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

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