

BLAXTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 20 SEPTEMBER 2023 AT 19:00 IN BLAXTON VILLAGE HALL

PRESENT: Councillors R Johnson, J Scutt, P Raybould, J Hill and J Steventon

APOLOGIES: None

MEMBERS OF THE PUBLIC: Two

IN ATTENDANCE: P Reeves (Clerk and Responsible Financial Officer) and Ward Councillor Allan Jones (joined the meeting at 19:12)

1) APOLOGIES – None

2) TO CONSIDER THE EXTENT, IF ANY, TO WHICH THE PUBLIC WERE TO BE EXCLUDED FROM THE MEETING

RESOLVED (1)

That the public be excluded from the meeting during Items 13b) and 13c) due to the confidential nature of the issues to be discussed.

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 19 JULY 2023

RESOLVED (2)

That the Minutes of the Parish Council Meeting held on 19 July 2023 be confirmed as a correct record and signed by the Chair.

5) PUBLIC PARTICIPATION

No issues raised by members of the public present.

6) WARD MEMBERS REPORT

None present at this time.

7) CDC AND SOUTH AREA COMMUNITIES TEAM ISSUES

Litter Picking Equipment

It was reported that the storage container with the litter picking equipment was now outside the Village Hall and available for use. Equipment inside the box includes litter pickers, hi-vis vests, bin bags and hand sanitizer and is situated round the corner to the right of the building. Users are requested to read the litter picking advice sheet and the risk assessment which are attached to the lid of the container, return all items following use and contact Street Scene to arrange collection of bags of litter (details included on the litter picking advice sheet).

RESOLVED (3)

That the Clerk be requested to publicise the availability of the litter picking equipment on the website and the Parish Council's Facebook page.

8) POLICING ISSUES

Community Speed Watch

It was reported that an update had been received from South Yorkshire Police Safety Camera Unit regarding Speed Watch training. It was confirmed that the final pilot training session had been arranged and that the Safety Camera Manager will be in touch when they are able to return to Blaxton to continue with the Scheme – **Noted**

9) CONSULTATIVE COMMITTEES

- a) CDC Parish Councils Joint Consultative Committee (PCJCC) – Meeting 20/07/23 Notes circulated Cllr Johnson 21/07/23 – **Noted**

Carbon Literacy Training – potential training dates for the training provided by the Sustainability Unit at CDC had been circulated and confirmation of dates was now awaited – **Noted**

- b) South Yorkshire Branch of the YLCA – Next meeting 25/10/23 – **Noted**

- c) Yorkshire Wildlife Park (YWP) Consultative Committee – Update circulated 25/07/23 – **Noted**

- d) Public Rights of Way Forum (PROW) – Next meeting 19/10/23 – **Noted**

10) FINANCIAL AND ADMINISTRATIVE MATTERS

- a) Payments considered for approval on 20 September 2023

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>
47	Glendale Countryside Limited GC446-PC-04128	Playing Field, Car Park, Play Area Grass cutting 01/08/23, 16/08/23 and 29/08/23	134.07	26.82	160.89
48	P Reeves	Salary September 2023	524.55	0.00	524.55
48	P Reeves	Office, Telephone, Broadband Allowance September 2023	25.00	0.00	25.00
49	P Dennis	Salary September 2023	96.90	0.00	96.90
50	HMRC	HMRC M6	24.00	0.00	24.00
51 – DD 23/09/23	1&1 Ionos Ltd 203038013388	1&1 Website Hosting costs 08/09/23 – 08/10/23	23.00	4.60	27.60
52	CDC 29153174	Play Area Repairs – secure top of picnic bench/to supply & fit one flat swing seat (Retrospective payment 13/09/23)	220.00	44.00	264.00
53	SLCC MEM245705-1	Membership	139.00	0.00	139.00
54	PKF Littlejohn SB20231452	External Audit Fee 2022/23	210.00	42.00	252.00
					1,513.94

Note: **DD** - Payment due to be collected by Direct Debit on date shown

b) Bank Reconciliation at 31 August 2023 – Noted

c) Net Position to 14 September 2023 – Noted

d) Defibrillator & CPR Training 06/09/23

The Defibrillator & CPR training session, provided by the Yorkshire Ambulance Service (YAS), was held in the Village Hall on the 6 September 2023 and was very well received by local residents.

Council was requested to consider a donation to the Yorkshire Ambulance Service (YAS).

RESOLVED (5)

That an amount of £100 be donated to the Yorkshire Ambulance Service (YAS) and that the Council's appreciation be passed on to the YAS trainer and all who attended.

e) Annual Return (AGAR) and Notice of Conclusion of External Audit for 2022/23 – **circulated 11/09/23**

Council was requested to receive the completed Annual Return for 2022/23 and note that no issues were raised by the External Auditor. The Notice of Conclusion and AGAR Sections 1, 2 and 3 had been displayed on the notice board and the Council's Website.

RESOLVED (6)

That Council receive the completed Annual Return for 2022/23 and note that no issues were raised by the External Auditor.

f) City of Doncaster (CDC) – Investigation into Management of Section 106 Funds relating to the Joint Playing Field – Impact on Hours worked by Clerks

A report on additional hours worked by the Clerks to deal with complaints made to CDC was circulated on 19/09/23.

Council was requested to consider this report and decide what action was necessary.

RESOLVED (7)

That it be noted that the complaints made to the City of Doncaster (CDC) regarding the Management of Section 106 Funds relating to the Joint Playing Field had greatly impacted on the Parish Council's time and resources

RESOLVED (8)

That the Clerks be thanked for their work involved in the CDC Investigation into Management of Section 106 Funds relating to the Joint Playing Field and that each Clerk receive an additional payment for 10 hours in recognition of the work involved.

g) YLCA Training Programme – circulated 25/07/23, 08/08/23, 14/08/23, 31/08/23, 11/09/23 – **Noted**

h) Yorkshire Air Ambulance

The request for support from Yorkshire Air Ambulance was considered by the Council in the meeting on 19 July 2023 and the decision was made to give this further thought.

It was suggested that the hosting of a clothing bank could be perhaps considered if there was a suitable location in the Village.

RESOLVED (9)

That the Clerk be requested to contact the Village Hall Committee and the Landlords of The Blue Bell Inn and The Station Pub to ask if they are able to consider hosting a clothing bank for Yorkshire Air Ambulance.

i) Coronation Tree

A meeting with a CDC Tree Officer had been arranged for 21/09/23 to request advice on the location and type of Coronation Tree to be planted.

RESOLVED (10)

That the Clerk be requested to report back to the next meeting regarding the advice given by the CDC Tree Officer.

j) Remembrance Sunday Arrangements

Quotations had been requested and received from three Companies for the traffic management of the Remembrance Service on 12 November 2023. Two options were to be considered; Option 1 – Bank End Road closure for the duration of the Service at the War Memorial only; Option 2 – Bank End Road closure for the duration of the Service at the War Memorial with the addition of rolling road closures/traffic management for a Parade along Station Road to St Oswald's Church, Finningley.

The option preferences of the parties involved with the Remembrance Sunday event had also been received and the Council was reminded that Finningley Parish Council had offered support with arrangements/costs for the event.

RESOLVED (11)

That the Council accept the quotation for Option 1 from Chevron Traffic Management Ltd for £945 (excl VAT).

RESOLVED (12)

That the Clerk be requested to update all parties involved with the Remembrance Sunday event and to thank Finningley Parish Council for the offer of support with arrangements/costs for the event, but that it would not be necessary as arrangements were well underway and there had been sufficient funds allocated in the 2023/24 budget for the traffic management costs.

k) Blaxton Roundabout

It was reported that Street Scene had completed the maintenance of the plants on Blaxton roundabout to improve the visibility. An update had again been requested from Highways regarding the addition of road markings at the roundabout.

RESOLVED (13)

That the Council's appreciation be passed on to Street Scene and that the Clerk follow up the request for road markings with Highways and report back to the next meeting.

11) PLANNING APPLICATIONS

- a) **Planning Application 23/01431/FUL** – Erection of a single storey extension to rear, two storey extension to side and front porch extension, and install new dropped kerb (being resubmission of 22/01883/FUL refused on 14/12/23) – 21 Blue Bell Court, Blaxton DN9 3BD – circulated 23/08/23 – **“The Parish Council does not see any significant changes from the original submission that was refused as follows:**

"The application submission fails to include adequate information in regards to the size, design and details of the proposed access/dropped kerb and does not accurately represent the proposal, therefore resulting in an unacceptable impact on highway safety. The application proposal is discordant with Policy 13- Part A.6 of the adopted Doncaster Local Plan (adopted September 2021) and Paragraph 111 of National Planning Policy Framework (July 2021)". – Registered 04/09/23 under Clerk's delegated powers.

- b) **Planning Appeal 23/00014/REF (Original Planning Application 22/01895/OUT)** – Outline planning application for the erection of up to 4 residential dwellings (with all matters reserved except for access) – Field House, Station Road, Blaxton – **circulated 24/08/23**

RESOLVED (14)

That a response 'Nothing to add to previous comments be recorded'.

- c) Consideration of any Planning Applications received between the issue of the Agenda and the Meeting – **None**

12) BLAXTON PLAYING FIELD

- a) **Play Equipment Cleaning**

It was reported that the cleaning of the play equipment to remove all the moss and debris had been completed on 22/08/23 – **Noted with thanks**

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

The information relating to improvements to Blaxton Playing Field and the list of possible uses was circulated to Ward Members and the Stronger Communities Co-ordinator at City of Doncaster Council (CDC) on 29/08/23. Following this, Cllr Hill had discussions with Cllr Jones and the Stronger Communities Co-ordinator. A suggestion of a consultation to engage with residents was made before obtaining further quotations for improvements to Blaxton Playing Field.

RESOLVED (15)

That Cllr Hill liaise with CDC to proceed with a two-week consultation to receive feedback on improvements to Blaxton Playing Field from residents and report back to Council as soon as possible.

13) JOINT PLAYING FIELD

- a) **Palisade Fencing** – **email received 23/08/23**

It was reported that Cllr Jones had contacted the Clerk regarding a free quantity of used 2m palisade fencing which was available and may be suitable for use on the Joint Playing Field.

Cllr Johnson advised that the suggestion of fencing for the area near the banking in question had been explored and the variation refused by Ward Councillors in 2022. Furthermore, no recent complaints of damage to the banking had been received.

RESOLVED (16)

That the offer of 2m palisade fencing for the area be respectfully declined.

Due to the potential for the following items 13b) and 13c) to include discussion on confidential issues they were deferred and considered at the end of the meeting after Minute 14 below.

b) Playing Field Association (PFA) – Special Meeting 06/09/23

It was reported that notice of a 'Special Meeting' of the PFA was received on the 6 September 2023 for that same evening. The PFA was aware that both BPC representatives were unable to attend the ordinary meeting on this date and had previously given apologies.

The minutes of the Joint Playing Fields Association (PFA) meeting held of 6 September 2023 and a confidential report by the Clerk relating to the PFA minutes from 14 June 2023 onwards were discussed.

RESOLVED (17)

That the minutes of the PFA meeting held on 6 September 2023 and a confidential report by the Clerk relating to PFA minutes from 14 June 2023 onwards be received and noted.

RESOLVED (18)

That the Chair make contact with FPC Chair with a view to identifying opportunities to return to as more harmonious relationship between the stakeholders.

c) City of Doncaster Council Investigation into Concerns relating to the use of Section 106 Public Open Space Allocation

City of Doncaster Council (CDC) Officers contacted Blaxton Parish Council (BPC) on 8 August 2023 about a complaint relating to '*concerns regarding the use of Section 106 Public Open Space allocation*' relating to Projects on the Blaxton and Finningley Joint Playing Field. The concerns related to the '*delivery of the expected requirements, quality of work undertaken, wider community access and contractual/payments to contractors*'. Other 'concerns' were added by CDC later on 8 August 2023. The CDC notification required the collection of '*all relevant documentation on Wednesday 9th August*'.

On the morning of 9 August 2023 a detailed email response was provided to CDC which included a request for details of the actual complaint made and the name of the complainant. BPC Councillors were copied in to the email response sent later that day.

An acknowledgement, promising further contact from CDC, was received later on 9 August 2023 and the proposed meeting did not take place.

The initial email from CDC was marked 'Urgent' and since no further communication had been received from CDC a reminder was sent on 1 September 2023 which was acknowledged. On 7 September 2023 an invitation for the Chair and Clerks was received from CDC '*to discuss the current situation and also obtain information from yourselves*'. Arrangements were made to attend a meeting on 13 September 2023

Further questions were asked at the meeting, and satisfactory explanations provided to CDC Officers. An Audit Report representing the results of a review into the use of Section 106 Funding for the Blaxton and Finningley Playing Fields improvements issued by CDC was received and circulated on 20 September 2023.

RESOLVED (19)

That the Audit Report from City of Doncaster Council (CDC) be received and noted and the following statement from the report be recorded:

“We are satisfied that there is sufficient evidence to show that the work carried out by the Field Improvement Contractor (FIC) is of sufficient quality, is monitored adequately and provided value for money at the time of the quotation exercise”.

14) BLAXTON VILLAGE HALL

Village Hall Committee – Next Meeting 11/10/23 – **Noted**

It was noted that it would be useful to review the financial status of the Village Hall before producing the 2023/24 budget and considering the Village Hall grant request.

RESOLVED (20)

That the Clerk be requested to check what information regarding the financial status of the Village Hall had been received and further information be requested if necessary.

15) DATE OF NEXT MEETING

The next meeting of Blaxton Parish Council to be decided.

Meeting closed at 21:20

Chair: _____

Date: _____