

BLAXTON PARISH COUNCIL

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



11 April 2024

Dear Member

You are hereby summoned to the Meeting of Blaxton Parish Council which will be held in **Blaxton Village Hall** on **Wednesday 17 April 2024 at the conclusion of the Annual Parish Meeting** which will start 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 PARISH COUNCIL MEETING HELD ON 20 MARCH 2024 – ATTACHED**
- 5 PUBLIC PARTICIPATION**
- 6 WARD MEMBERS REPORT**
- 7 CDC AND SOUTH AREA COMMUNITIES TEAM ISSUES**
Great British Spring Clean – Litter Pick 24 March 2024
- 8 POLICING ISSUES**
- 9 CONSULTATIVE COMMITTEES**
 - a) South Yorkshire Branch of the YLCA – Next Meeting 19/06/24
 - b) CDC Parish Councils' Joint Consultative Committee (PCJCC) – Meeting 04/04/24
 - c) Public Rights Of Way (PROW) Forum – Meeting 11/04/24

10 FINANCIAL AND ADMINISTRATIVE MATTERS

a) Payments for approval on 17 April 2024:-

<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
					1,400.93

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

- b) Bank Reconciliation at 31 March 2024 – **attached**
- c) Net Position 11 April 2024 – **attached**
- d) Staffing Committee – **report to follow**
- e) Delegation to the Parish Clerk – **report to follow**
- f) YLCA Training Programme – **circulated 22/03/24 & 08/04/24**
- g) Appointment of Clerk – **update**
- h) CDC Bin Emptying 2024/25 – **to consider cost & schedule**
- i) Climate Change & Sustainability – **to receive any updates**
- j) Park Lane Access Issues – **to receive an update**

11 PLANNING APPLICATIONS

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

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.

13 JOINT PLAYING FIELD

- a) Future Management of the Joint Playing Field – **to receive any updates**
- b) Blaxton and Finningley Joint Playing Field Improvement Projects Funded by Section 106 Grant (12/01327/EXTM) – Final Financial Monitoring Summary at 31 March 2024 – **emailed 02/04/24**

14 BLAXTON VILLAGE HALL

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

15 DATE OF NEXT MEETING

The Annual Parish Council meeting is scheduled to be held on Wednesday 15 May 2024 in Blaxton Village Hall at 19:00.

DISTRIBUTION

Parish Councillors:- R Johnson, P Raybould, J Hill, J Steventon and I Collett

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

DMBC Stronger Communities:- D Flicker, S Thomas and P Williams

Police Safer Neighbourhood Team:- Inspector Adrian Luscombe, Sgt Chris Rogers, PCSO Kathryn Martin, PCSO Joanne Watson

Internal Auditor:- A Stanley

Blaxton Parish Council

Prepared by: Pamela Reeves
Name and Role (Clerk/RFO etc)

Date: 11/04/24

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

	Bank Reconciliation at 31/03/2024			
	Cash in Hand 01/04/2023			72,622.78
	ADD Receipts 01/04/2023 - 31/03/2024			29,796.32
				102,419.10
	SUBTRACT Payments 01/04/2023 - 31/03/2024			37,734.59
A	Cash in Hand 31/03/2024 (per Cash Book)			64,684.51
	Cash in hand per Bank Statements			
	Petty Cash	31/03/2024	0.00	
	3 - Barclays Business Current Accc	31/03/2024	0.00	
	4 - Barclays Business Savings Acc	31/03/2024	0.00	
	1 - Unity Current	31/03/2024	251.63	
	2 - Unity Deposit	31/03/2024	64,432.88	
				64,684.51
	Less unrepresented payments			
				64,684.51
	Plus unrepresented receipts			
B	Adjusted Bank Balance			64,684.51
	A = B Checks out OK			

Blaxton Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

01 Income		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
1	Precept		24,660.00	24,660.00			
2	Bank Account Interest			1,827.06			1,827.06
4	Grants						
19	Other Minor Income			45.00			45.00
82	VAT			3,264.26			3,264.26
			24,660.00	£29,796.32			5,136.32

02 Administration		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
10	Clerk Salary				6,304.00	7,218.57	-914.57
11	Former Clerk Salary				1,480.00	-177.66	1,657.66
12	Clerk Allowance for Workir				300.00	300.00	
13	Employer Pension Contrib						
14	Clerk Travel Expenses				270.00		270.00
15	Employers NI						
20	Postage						
21	Office Equipment, Materia				300.00	143.19	156.81
22	Office 365 Software				450.00	450.00	
23	Financial Management So				270.00	345.60	-75.60
24	Chairman's Allowance				200.00		200.00
25	Members' Expenses				100.00		100.00
26	Election Fees						
27	Room Hire + Zoom				20.00		20.00
28	Audit - Internal				230.00	225.00	5.00
29	Audit External				300.00	210.00	90.00
30	Insurance				700.00	702.20	-2.20
31	Training - Members				700.00		700.00
32	Training - Officers				780.00		780.00
33	Subscriptions - YLCA, SL				680.00	660.00	20.00
34	Publications				100.00	60.00	40.00
35	Parish Publicity				150.00		150.00
36	QPJ-2022 : Coronation-20				2,070.00	2,050.36	19.64
37	Website				1,800.00	276.00	1,524.00
38	Bank Charges				72.00	72.00	
					17,276.00	£12,535.26	4,740.74

03 Blaxton Playing Field		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
40	Maintenance of Playing Fi				500.00	385.00	115.00
41	Grounds Maintenance anc				900.00	536.28	363.72
42	New Equipment and Furni						
44	Projects to add to S106 1£						
45	Waste Bin Emptying BPF				322.00	248.48	73.52
					1,722.00	£1,169.76	552.24

04 Joint Playing Field		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
50	Grant				2,000.00		2,000.00
51	Ramp Maintenance Costs						
52	Waste Bin Emptying JPF				322.00	157.10	164.90
53	JPF Projects Funded from						
54	Contingency and Dispute I						
					2,322.00	£157.10	2,164.90

05 Village Hall		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
60	Grant				1,600.00	1,600.00	
61	Defibrillator Related Costs				250.00		250.00

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Blaxton Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

				1,850.00	£1,600.00	250.00	
06 War Memorial, Street Furniture and S							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
70	Waste Bin Emptying Mosh				322.00	179.85	142.15
71	Planter Maintenance and I				800.00	735.00	65.00
72	Replacement War Memori				95.00	108.90	-13.90
73	War Memorial Maintenanc				200.00	159.66	40.34
74	Street Furniture (inc trees)				500.00	235.00	265.00
75	Street Furniture - New					25.00	-25.00
76	Christmas Lights (New, In:				300.00		300.00
77	Remembrance Traffic Mar				1,250.00	975.00	275.00
78	Memorial Stone Cleaning						
					3,467.00	£2,418.41	1,048.59
07 Section 137 Expenditure							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
80	Grants to Charity				50.00	100.00	-50.00
81	Wreath Donation				150.00	150.00	
					200.00	£250.00	-50.00
08 Carbon Literacy							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
90	Initial Budget						
50 Joint Playing Field S106 Projects 202							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
3	Section 106 Grant - Joint f						
500	Section 106 Grant						
501	Field Enlargement					3,520.00	-3,520.00
502	Field Improvement					12,599.95	-12,599.95
503	Adult Gym Equipment						
504	Cricket Wicket Matting						
505	Children's Play Area						
506	Gas Meter Relocation						
507	CCTV Upgrade						
508	Tennis Courts - 3 Year Ma						
509	Administrative Costs					1,872.00	-1,872.00
510	Contingency JPF S106 Pr						
						£17,991.95	-17,991.95
NET TOTAL			24,660.00	£29,796.32	26,837.00	£36,122.48	-4,149.16

BLAXTON PARISH COUNCIL**MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 20 MARCH 2024
AT 19:00 IN BLAXTON VILLAGE HALL**

PRESENT: Councillors R Johnson, P Raybould and J Hill

APOLOGIES: Councillors J Steventon and I Collett

MEMBERS OF THE PUBLIC: Nine

IN ATTENDANCE: P Reeves (Clerk and Responsible Financial Officer) and Ward Councillor Allan Jones

1) APOLOGIES

RESOLVED (1)

That apologies for absence be accepted from Councillors J Steventon and I Collett

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 21 FEBRUARY 2024**

That the Minutes of the Parish Council Meeting held on 21 February 2024 be confirmed as a correct record and signed by the Chair.

5) PUBLIC PARTICIPATION

The Members of Public were residents of Park Lane and in attendance to put forward the issues faced with access along the Lane. The Chair advised this would be discussed under Item 10 k).

One Member of Public also expressed concern over the recent information given out by Doncaster Council (CDC) regarding Blue Recycling Bin collections. CDC had contacted residents via email to advise that a new bin tagging scheme was being rolled out across Doncaster, where crews would leave tags on bins that had the wrong items in and the bins would not be emptied. If your bin was tagged, the incorrect items would need to be taken out so that it could then be emptied on the next scheduled collection day. The Member of Public felt that residents should have been given more time to prepare for this change and that a 'warning' should have been considered in the first instance.

The Chair confirmed that the Parish Council had not received any information regarding this new bin tagging scheme and that residents who were having issues with bins not being emptied, should contact the Clerk to inform.

6) WARD MEMBERS REPORT

The Chair asked Ward Cllr Jones if he had anything to report. Cllr Jones responded to say he had nothing to add and was in attendance for Item 13) Joint Playing Field. The Clerk reported that Ward Councillor S Cox had circulated details of a Rural England Prosperity Fund which Parish Councils may be eligible to apply for.

RESOLVED (2)

That consideration be given to the Rural England Prosperity Fund in respect of the projects on the Blaxton Playing Field or other areas if appropriate.

7) CDC AND SOUTH AREA COMMUNITIES TEAM ISSUESGreat British Spring Clean 15 to 31 March 2024

The Volunteer Spring Litter Pick had been arranged for Sunday 24 March 2024 at 1:30pm, meeting at Blaxton Village Hall. Litter picking equipment would be provided and arrangements would be made for litter collection – **Noted**

8) POLICING ISSUES – None**9) CONSULTATIVE COMMITTEES**

- a) South Yorkshire Branch of the YLCA – Meeting 21/02/24 – Minutes circulated 20/03/24 – **Noted**
- b) CDC Parish Councils' Joint Consultative Committee (PCJCC) – Next meeting 04/04/24 – **Noted**
- c) Yorkshire Wildlife Park Consultative Committee – Awaiting date for annual meeting – **Noted**
- d) Yorkshire and Humber Climate Commission (YHCC) – **No updates to report**

10) FINANCIAL AND ADMINISTRATIVE MATTERSa) D-Day Flag

It was reported that a D-Day 80 Flag of Peace had been ordered and this would be displayed at the War Memorial to commemorate the 80th Anniversary of D-Day on 6 June 2024 – **Noted**

b) Payments considered for approval on 20 March 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>
101	P Reeves	Salary March 2024	700.70	0.00	700.70
101	P Reeves	Office, Telephone, Broadband Allowance March 2024	25.00	0.00	25.00
102	P Dennis	Salary March 2024	103.77	0.00	103.77
103	HMRC	HMRC M12	25.80	0.00	25.80
104 – DD 23/03/24	Ionos 203040940331	1&1 Website Hosting costs 08/03/24 – 08/04/24	23.00	4.60	27.60
105	Amazon GB412GF0ABEI	HP A4 Printer Paper x 2500	20.19	4.04	24.23
106	YLCA INV-1610	Vacancy Advert for Clerk/RFO onto YLCA website and bulletins	15.00	0.00	15.00
107 – DD 31/03/24	Unity Trust Bank	Current Account Service Charge	18.00	0.00	18.00
108 JPF S106	Taurus Sportsturf F030	JFP Field Improvement Project: Slitting football pitches, chain harrow football pitches, cut playing fields (November 2023)	933.33	0.00	933.33
109 JPF S106	Taurus Sportsturf	JFP Field Improvement Project:	933.33	0.00	933.33

<u>Voucher No</u>	<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
	F031	Slitting football pitches, chain harrow football pitches (December 2023)			
110 JPF S106	Taurus Sportsturf F032	JFP Field Improvement Project: Slitting football pitches, chain harrow football pitches (January 2024)	933.33	0.00	933.33
111 JPF S106	Taurus Sportsturf F033	JFP Field Improvement Project: Slitting football pitches, chain harrow football pitches, removal of all equipment from container and compound as instructed by Finningley Parish Council (February 2024)	933.33	0.00	933.33
112 JPF S106	Taurus Sportsturf F034A	JFP Field Improvement Project: Balance of 1 month's notice of termination of agreement 15 February 2024	466.66	0.00	466.66
					5,140.08

Note: **DD** above indicates payment taken or to be taken by Direct Debit on the date shown
JPF S106 above indicates 'expenditure on Projects on the Joint Playing Field met from the DMBC Section 106 Grant'

c) Bank Reconciliation at 29 February 2024 – **Noted**

d) Net Position to 18 March 2024 – **Noted**

e) Risk Management Assessment

RESOLVED (4)

That the Risk Assessment for 2023/24, issued by email on 20 March 2024, be received and approved on condition of the following change;

- 'Assets' – 'Security of buildings and equipment' – 'Security of Joint Playing Field Pavilion, associated equipment and materials – Change improvements/comments to; "Currently under the (disputed) management of FPC instead of PFA which is subject to ongoing challenge by BPC".

f) Staffing Committee

RESOLVED (5)

That this item to be deferred to the next meeting.

g) Delegation to the Parish Clerk

RESOLVED (6)

That this item to be deferred to the next meeting.

h) YLCA Training Programme – circulated 26/02/24 & 18/03/24– **Noted**

i) Climate Change & Sustainability – **No updates to report**

- j) Maintenance of Planters 2024 – Quotation received from Need A Hand

RESOLVED (7)

That Need A Hand be requested to undertake both the Spring and Autumn 2024 planting of the four planters at Blaxton Roundabout at a cost of £355 per occasion, plus additional charges for each visit for watering and feeding (costs to be confirmed).

- k) Park Lane – Access Issues and Overhanging Hedges

Members listened to the issues raised by the residents of Park Lane in relation to restricted access along the Lane for emergency and public utility vehicles. The Chair referred to an email sent by the Clerk to Ward Councillor Cox summarising the current problems and actions required to try and resolve the issues. Of the actions listed, three involved CDC Highways, two involved CDC Planning and one involved a resident. Council agreed that a meeting comprising of Cllr Cox, the Parish Council, resident representatives, CDC Highways and CDC Planning was a necessary step in getting to a satisfactory resolution.

RESOLVED (8)

That the Clerk be requested to follow up the communication with Cllr Cox to confirm the Parish Council's agreement to the meeting and a willingness to help in whichever way it could to resolve the issues.

The Members of Public left the meeting at this point.

11) PLANNING APPLICATIONS

- a) Planning Application 24/00323/FUL – Erection of a two storey side-rear extension and erection of a single storey extension to the rear – 10 Fernbank Close, Blaxton DN9 3PT – **circulated 11/03/24**

RESOLVED (9)

That a neutral response be recorded.

- b) Planning Request 24/00070/SCRE – Request for a screening opinion for installation of a new pipeline from Finningley STW to Branton STW falls – **circulated 20/03/24**

It was reported that this Screening Opinion Application had not been referred to the Parish Council, but had been picked up from the Planning Website and information had been requested from the Planning Officer. It was advised that Severn Trent are a Statutory Authority who do not have to apply to CDC for permission to lay pipes. The Screening Opinion from the Planning Authority relates to environmental impacts which in this instance are not issues. Severn Trent will need to apply to CDC Network Management for traffic management permission.

RESOLVED (10)

That the Clerk be requested to update the Parish Council and the website/social media page with any traffic management notifications.

- c) Planning Application 24/00119/FUL – Proposed siting of two containers for a temporary period and removal of one of the existing storage containers – Sports Pavilion, Recreation Ground, Lindley Road, Finningley

Following the consideration of this Planning Application at the meeting on 21 February 2024, the Clerk had spoken with the Planning Officer and highlighted the interest of

Blaxton Parish Council as part owner of the playing field and the condition that it is used as a sports ground and playing field as per the Deeds of the Playing Field. When asked, Ward Councillor Jones confirmed that the container was specifically for the use of the Cadets – **Noted**

12) BLAXTON PLAYING FIELD

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

It was reported that two quotations had been received for the Nature Trail options and additional quotations were being followed up. These would be shared with Doncaster Council (CDC) – **Noted**

13) JOINT PLAYING FIELD

a) Consideration of Finningley Parish Council email of 21/02/24 regarding future management of the Joint Playing Field

Following repeated attempts by Blaxton Parish Council (BPC) to engage with Finningley Parish Council (FPC) regarding the future management of the Joint Playing Field, it was reported that an email had been received on 21 February 2024 from Finningley Parish Council, requesting consideration of 3 options. The Chair sought Members' views.

During the discussion that followed, the Ward Councillor present became quite heated, interrupted and accused the Chair of being obstructive and the Council of failing to progress Joint Playing Field matters. The Chair requested that the remarks be recorded in the minutes. The Clerk gave a reminder that BPC had made numerous attempts to engage with FPC to resolve the issues which had been ignored, at which point the Ward Councillor said he did not know anything about that and was discourteous towards the Clerk. The discussion continued amongst Members and a meeting between Parish Councils was suggested to discuss one of the options in further detail. The Ward Councillor volunteered that he would be able to arrange a meeting with Chairs, Vice-Chairs and Clerks of both Parish Councils.

RESOLVED (11)

That the Clerk be requested to update the FPC Clerk regarding BPC's preference towards one of the options for the future management of the Joint Playing Field and request that a meeting be arranged between the Chairs, Vice-Chairs and Clerks of both Parish Councils.

Ward Councillor left the meeting at this point.

b) Consideration of Potential Event on the Joint Playing Field – notification received from Finningley Parish Council on 07/03/24

It was reported that an email had been received from FPC on 07/03/24 regarding a potential event on the Joint Playing Field with the request that the information be passed on to BPC.

RESOLVED (12)

That the Clerk be requested to contact the FPC Clerk to confirm that BPC does not have any issues with the potential event on the Joint Playing Field and to request future updates so that these can be shared with the Community.

c) Anti-social behaviour

The Clerk reported that advice regarding the potential removal/relocation of the teen shelter had been requested from the Stronger Communities Team at Doncaster Council (CDC). Further advice would need to be sought from another department – **Noted**.

d) Dissolution of Joint Playing Field

It was advised that the Parish Council had sought legal advice on the matter of the disputed dissolution of the Joint Playing Field Association and this advice was shared with Members.

RESOLVED (13)

That the report provided by the Clerk be noted and be reserved for future consideration at a future date if necessary.

RESOLVED (14)

That the Clerk respond with thanks for the legal advice and feedback Resolution 11.

14) BLAXTON VILLAGE HALL

Village Hall Committee – Meeting 24/01/24 Minutes circulated 07/03/24 – Next Meeting AGM 08/05/24 – **Noted**

It was also reported that the Clerk had requested guidance from Doncaster Council regarding the state of the surfacing and car park outside the Village Hall and would report any updates when available – **Noted**

15) DATE OF NEXT MEETING

That the next meeting of Blaxton Parish Council be held on Wednesday 16 April 2024 in Blaxton Village Hall at the conclusion of the Annual Parish Meeting which will start at 19:00

Meeting closed at 21.28

Chair: _____

Date: _____