

BLAXTON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON WEDNESDAY 1 OCTOBER 2025 AT 19:00 IN BLAXTON VILLAGE HALL

PRESENT: Councillors R Johnson, J. Hill, I Collett, J. Steventon, L. Watson

APOLOGIES: None

MEMBERS OF THE PUBLIC: One

IN ATTENDANCE: E Lear (Clerk)

1. APOLOGIES

a) To receive and note apologies from councillors who are unable to attend the meeting – None.

b) To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.- Not required.

2. TO CONSIDER THE EXTENT, IF ANY, TO WHICH THE PUBLIC WERE TO BE EXCLUDED FROM THE MEETING- Not required.

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 16 JULY 2025

RESOLVED (1)

That the Minutes of the Parish Council Meeting held on 16 July 2025 be confirmed as a correct record and signed by the Chair.

5. PUBLIC PARTICIPATION-

A member of the public passed over documents that related to the Playing Field Association in the 1970s.

RESOLVED (2)

That the Council receive the documents and review the information.

A member of the public reported that the blackcurrant bushes on Blaxton Playing Field needed pruning as some of the branches were dead.

RESOLVED (3)

That Cllr Steventon will attend to the bushes in the early spring when they start to grow again.

6. **WARD MEMBERS REPORT** – Ward Councillor S. Cox requested that residents of Park Lane make the Parish Council aware of their complaints regarding burning of unidentified waste in a garden on Park Lane.
7. **CDC AND SOUTH AREA COMMUNITIES TEAM ISSUES**- None
8. **POLICING ISSUES**- None
9. **CONSULTATIVE COMMITTEES**
- a) Parish Council Joint Consultative Committee –meeting 07/08/25- attended by Cllr Johnson.
Notes had been distributed which included discussion on the airport boundary hedges on Station Road, overgrown hedges along station road in general, an airport update and a proposal to review the Joint Charter, for which a working party will be created. Cllr Johnson has volunteered for the working party but awaits an update.
- b) Consideration of a Nomination for the Airport Consultative Committee- Though not yet reinstated, it was felt that a representative should be in place for its resurrection.

RESOLVED (4)

That Cllr Collett be nominated as the representative for the Airport Consultative Committee.

10. **FINANCIAL AND ADMINISTRATIVE MATTERS**

- a) Payments Considered for Approval on 20 August 2025:- Clerk's Delegated Powers

<u>Voucher No</u>	<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
43	Tribal Signs SLINV20255321	Planter Stickers (x16) plus delivery (RETROSPECTIVE)	120.70	0.00	120.70
44	Allsigns 1252161	2 x stickers for cycle repair station	18.46	3.69	22.15
45	P Dennis	Salary August 2025 plus back pay	122.16	0.00	122.16
46	E Lear	Salary August 2025 plus back pay	651.16	0.00	651.16
46	E Lear	Office, Telephone, Broadband Allowance August 2025	20.00	0.00	20.00
47- DD 31/08/25	Nest GBP04548149224542569	Clerk's pension 01/08/25 – 31/08/25	27.58	0.00	27.58
48	HMRC	HMRC M5	255.01	0.00	255.01
49- DD 31/08/25	Ionos 203049833416	1&1 Website Hosting costs 08/08/25- 07/08/25	25.00	5.00	30.00
50 – DD 31/08/25	Unity Bank 050	Account fee 01/07/25- 31/07/25	6.00	0.00	6.00
51	Glendale Countryside GC446-1618	1 x grass cuts	54.08	10.82	64.90

<u>Voucher No</u>	<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
52	CDC 31166468	Bin Emptying Q1(07/04/25-29/06/25)	155.20	31.04	186.24
53	Need a Hand 2214	1 x Watering of Planters	35.00	0.00	35.00
54	SLCC MEM254719-4	Clerk's Annual Membership	120.00	0.00	120.00
55	Need a Hand Ltd 2215	Preparation, Sand and Stain of 2 Benches	80.00	0.00	80.00
56	YLCA INV-4562	Data Protection and GDPR Webinar	27.40	0.00	27.40
					£1768.30

Payments considered for approval on 17 September – Clerk's delegated powers

<u>Voucher No</u>	<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
57	P Dennis	Salary September 2025	111.74	0.00	111.74
58	E Lear	Salary September 2025	597.51	0.00	597.51
58	E Lear	Office, Telephone, Broadband Allowance September 2025	20.00	0.00	20.00
59- DD 30/09/25	Nest GBP04548149227636110	Clerk's pension 01/09/25 – 31/09/25	21.26	0.00	21.26
60	HMRC	HMRC M6	228.07	0.00	228.07
61- DD 30/09/25	Ionos 203050408859	1&1 Website Hosting costs 08/09/25- 07/10/25	25.00	5.00	30.00
62 – DD 30/09/25	Unity Bank 051	Account fee 01/08/25- 31/08/25	6.00	0.00	6.00
63	Glendale Countryside GC446-1746	2 x grass cuts	108.16	21.64	129.80
					£1144.38

Payments to be considered for approval on 1 October

RESOLVED (5)

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>
64	PKF LittleJohn SB20252380	Limited Assurance Review for the year ended 31 March 2025	315.00	63.00	378.00
					£378.00

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

- a) Bank Reconciliations at 31 July and 31 August 2025– **Noted**
- b) Net Position at 5 August and 9 September – **Noted**
- c) YLCA Training Programme (within Weekly News & Notifications) - circulated 31/07/25, 19/08/25, 08/09/25, 15/09/25 and 22/09/25- **Noted**
- d) IT Policy- Circulated prior to meeting as a new policy. Suggested changes were discussed and the changes agreed.

RESOLVED (6)

That the IT Policy is adopted with the changes agreed.

- e) Record Management/Document Retention Policy- Circulated prior to meeting as a new policy.

RESOLVED (7)

That the Record Management/Document Retention Policy is adopted.

- f) ICO Payment- Change in ICO DD payment from £40 to £52 (subject to discount)- **Noted**.

- g) Climate Change & Sustainability –

- 1. Update on Cycle Repair Station- Two stickers have been installed on the repair station detailing use.

A member of the public has notified the council that a part was easy to remove and subsequently another part is missing. The supplier of the repair station has visited site and is awaiting further information from the manufacturer.

- h) Mosham Road Improvements-

- 1. A response to the CDC Bus Stop improvement plans-was sent as Clerk's delegated powers. Though supporting the improvements, the council once again asked for the addition of a footpath to the Walker's Nurseries entrance, along the grass verge on the same side as the bus stop- no further response has been received from CDC.
- 2. Consideration of Update on the Mosham Road/ Gatehouse Lane junction- The developer was contacted via the business contact page on the website but no response has been received. Discussion followed regarding the location of the junction in Auckley parish and the strength of the request.

RESOLVED (8)

That the Clerk writes to Auckley Parish Council requesting their further support in writing to the developer and Ward Councillors asking for the pedestrianised junction, as it was felt that the case would be stronger from two parish councils.

- 3. Consideration of Response from Walker's Nurseries to Blaxton Parish Council update regarding attempts to improve Mosham Road for users- None received.

RESOLVED (9)

That the Clerk writes to Walker's Nurseries requesting a response.

i) Station Road Improvements

A response was sent to the CDC Dropped Kerbs, Church Lane plans as Clerk's delegated powers, requesting information about access to the post office- no further response received.

RESOLVED (10)

That the Clerk contact CDC requesting a response.

j) 'Sharing' Station-

The Sharing Station was installed in August outside the village hall and there is evidence that it is being used. A further receipt was provided by Cllr Collett for the installation pegs.

RESOLVED (11)

That Cllr Collett is thanked for his efforts to produce the sharing station and the receipt is reimbursed as it fell within the agreed budget.

Discussion took place about people asking about what the structure is.

RESOLVED (12)

That two permanent signs are purchased for the sharing station. One for the back which states 'Sharing Station' and is visible from the car park and another on the side stating the rules for use.

k) Remembrance Day-

1. Update on Road Traffic Management- The road closure application was submitted to Doncaster Council for Option 2 (parade down Station road) in early September. The plans for the road closures and signage have now been agreed and it is hoped that the parade has now been agreed.

Finningley Parish Council have agreed to cover half of the costs.

2 Consideration of requirement for Marshals-

The cadets and scouts will provide their own marshals for their respective groups. On the basis that one marshal is provided for 25 participants in the parade (not including the uniformed groups), there will be enough people to act as marshals.

A marshal is also required for the installation of road closure signs along the parade route.

Car parking arrangements at Hill House School were discussed to take into account the parade route.

RESOLVED (13)

That the Clerk confirm with FPC that responsibility for the parade will take place at the parish boundary.

RESOLVED (14)

That the Clerk arrange a brief meeting with the uniformed groups and FPC to discuss parade marshals, the traffic management and other items for the day.

RESOLVED (15)

That Hill House school are requested to open their car park between 10am and 1pm.

3. Consideration of Consultation with local residents- due to the length of the road closure, CDC have requested that the public are made aware of the event and road closures especially around the Church Close corner.

RESOLVED (16)

That advertising using social media takes place as soon as possible, with a second advert placed closer to the event date.

RESOLVED (17)

That FPC are also asked to advertise and let the residents around Church Close know about the parade.

l) War Memorial

1. A quotation of £174.16 was received to undertake an electrical inspection of items at the Blaxton War Memorial including contents of the cabinet, plus PAT testing of the Christmas lights.

RESOLVED (18)

That an order is placed for the electrical inspection and PAT testing at a cost of £174.16.

m) Bench Between Walkers & Gatehouse Lane

1. The bench has been removed from Mosham Road. The wood has been removed and the two cast iron ends are being stored.
2. Consideration of quotation for reinstallation- no quote received. Await further update.

n) Hedges Along Station Road

1. The hedges adjacent to the airport along Station road are now being managed by Fly Doncaster which will arrange to have them cut.
2. Consideration of the hedges adjacent to the Joint Playing Field- CDC have confirmed that the hedges do not belong to them and do not maintain-

Noted.

o) Communication With Residents

Following a suggestion to install a noticeboard, discussions about locations took place, including the wall of the post office where there is currently a community noticeboard which is full and Finningley Parish Council's noticeboard.

RESOLVED (19)

That the Clerk contact FPC, requesting to share the FPC noticeboard.

p) Open Spaces Society

1. Consideration of the renewal of the subscription for £45

RESOLVED (20)

That the subscription is allowed to lapse as it can be reinstated when required.

11. PLANNING APPLICATIONS-

Responses sent under the Clerk's Delegated Powers

- a) 25/00839/FUL - Erection of new 5 bedroom detached self-build dwelling with garage - Finningley Convenience Store And Post Office, Station Road, Blaxton- **Objected**.
- b) 25/01569/FUL- Erection of a ground floor rear extension and a first floor rear extension over existing and new footprint. Proposed loft conversion with two flat roof dormers, 1 no. new window and 5no. rooflights. Installation of cladding and replacement of existing roof- 3 Bank End Road Blaxton – **Neutral Response**

12. BLAXTON PLAYING FIELD

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

1. Though the Council have been notified of the awarding of the funding, it is still awaiting further information regarding the documentation and transfer of the funds. The lack of update means that this and subsequent projects for which the council already has funding, are delayed.

RESOLVED (21)

That the Clerk contact CDC's Chief Executive Officer, copying in the Ward councillors, requesting assistance with the speeding up of the process to transfer the money as soon as possible as the council have obtained further updated quotes which will be out of date if the funding is not received soon.

2. Consideration of Quotations for the Nature Trail- The council had met three contractors onsite and obtained quotes from each.

RESOLVED (22)

That the decision regarding the awarding of the contract is deferred until the funding is obtained.

RESOLVED (23)

That the Clerk inform the Contractors of the current situation.

13. JOINT PLAYING FIELD

- a) Future Management of the Blaxton and Finningley Joint Playing Field- FPC responded on the 4th of August, proposing a meeting with discussion of items to occur beforehand. They proposed a list of five items which was discussed by BPC. The council felt the first two were not appropriate as they implied that a transfer of land would be discussed when the council only wished to discuss the creation of a management agreement. Further additions were discussed.

RESOLVED (24)

That the Clerk contact FPC stating that BPC only wishes to discuss a management agreement.

RESOLVED (25)

That the Clerk contacts FPC requesting the addition of two further items:

1. A mechanism for raising concerns
2. A mechanism for review and termination of the contract.

- b) Pavilion Modifications Proposal by FPC- No update. Item to be removed.

14. BLAXTON VILLAGE HALL

- a) Village Hall Committee – Meeting 24/09/25- attended by Cllr Steventon who gave a summary of the meeting:
The roof has been completed and an asbestos report was produced which can be used in the future. The committee were looking at fire procedures which may involve a fire drill for hall users. There had been an enquiry for a mother and toddler group. Further enquiries were needed to ascertain if fees would be charged or not (if not a business and for community use).

15. DATE OF NEXT MEETING

The next Parish Council meeting
is scheduled to be held on
Wednesday 22 October in Blaxton Village Hall
at 19:00.

Meeting closed at 21.30

Chair: _____

Date: _____