

BLAXTON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON WEDNESDAY 17 JULY 2024 AT 19:00 IN BLAXTON VILLAGE HALL

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

APOLOGIES: Councillor Ian Collett

MEMBERS OF THE PUBLIC: None

IN ATTENDANCE: E Lear (Clerk)

1. APOLOGIES

- a) To receive and note apologies from councillors who are unable to attend the meeting
- b) To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.

RESOLVED (1)

- a) That apologies are received from Councillor Collett
- b) That the reason for absence is accepted from Councillor Collett.

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

RESOLVED (2)

That the public be excluded from the meeting during Items 10 j) and k) 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 JUNE 2024

RESOLVED (3)

That the Minutes of the Parish Council Meeting held on 19 June 2024 be confirmed as a correct record and signed by the Chair.

5. PUBLIC PARTICIPATION – None

6. WARD MEMBERS REPORT – None present.

Councillor S. Cox had contacted the Clerk for direct details of the councillor attending the Ward meeting.

RESOLVED (4)

That communication regarding the meeting be sent to the Clerk but copying in the attendee i.e. Councillor Johnson (reserve Councillor Hill)..

7. CDC AND SOUTH AREA COMMUNITIES TEAM ISSUES

The Coronation tree plaque on the Summerfields green space has not yet been installed.

RESOLVED (5)

That the Clerk chase CDC for an update for the next meeting.

8. POLICING ISSUES - None

9. CONSULTATIVE COMMITTEES

- a) CDC Parish Councils' Joint Consultative Committee (PCJCC) – Next Meeting 08/08/24 – **Councillor Johnson to attend.**

10. FINANCIAL AND ADMINISTRATIVE MATTERS

- a) Payments considered for approval on 17 July 2024:-

RESOLVED (6)

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> |
|----------------------|-----------------------|--|------------|------------|--------------|
| 36 DD 05/07/24 | Nest | Clerk's pension 01/06/24 – 30/06/24 (Retrospective payment for June contribution) | 14.28 | 0.00 | 14.28 |
| 37 | P Reeves | Salary July 2024- half month | 734.39 | 0.00 | 734.39 |
| 37 | P Reeves | Office, Telephone, Broadband Allowance July 2024- half month | 12.50 | 0.00 | 12.50 |
| 38 | P Dennis | Salary July 2024 | 103.37 | 0.00 | 103.37 |
| 39 | E Lear | Salary July 2024 | 543.59 | 0.00 | 543.59 |
| 39 | E Lear | Office, Telephone, Broadband Allowance July 2024 plus back payment for June and half month May | 50.00 | 0.00 | 50.00 |
| 40 DD 31/07/24 | Nest | Clerk's pension 01/07/24 – 31/07/24 | 11.81 | 0.00 | 11.81 |
| 41 | HMRC | HMRC M4 | 190.07 | 0.00 | 190.07 |
| 42 – DD 31/07/24 | Ionos 203042929815 | 1&1 Website Hosting costs 08/07/24 -08/08/24 | 23.00 | 4.60 | 27.60 |

| <u>Voucher No</u> | <u>Payee/Invoice</u> | <u>Description</u> | <u>Net</u> | <u>VAT</u> | <u>Total</u> |
|----------------------|---|--|------------|------------|-----------------|
| 43 | Glendale Countryside GC446-0306 | Playing Field Car Park Play Area Grass Cutting 11 & 26 June 2024 | 98.32 | 19.66 | 117.98 |
| 44 | CDC 29970350 | Bin Emptying Q1 for Blaxton Playing Field and Mosham Road | 22.50 | 4.50 | 27.00 |
| 45 | John L Hargreaves 2188 | Spray off along path leading down from 'Darkie' Lane | 65.00 | 0.00 | 65.00 |
| 46 | John L Hargreaves 2189 | Spray off along the ramp on JPF | 85.00 | 0.00 | 85.00 |
| 47 | John L Hargreaves 2190 | Application of herbicide and strim of skate park on JPF | 200.00 | 0.00 | 200.00 |
| 48 | John L Hargreaves 2191 | Strim around benches near between skate park and ramp, strim around teen shelter on JPF Application of herbicide. | 25.00 | 0.00 | 25.00 |
| 49 DD 14/07/24 | Compete 366 INV -21185 | NCE 365 Month to month license | 5.52 | 1.10 | 6.62 |
| | | | | | £2214.21 |

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

b) Bank Reconciliation at 30 June 2024 – **Noted**

c) Net Position July 2024 – **Noted**

d) Staffing Policy

RESOLVED (7)

That this item be deferred to the next meeting following circulation of the policy.

e) Delegation to the Parish Clerk

RESOLVED (8)

That the circulated Delegation Scheme be approved.

f) Arrangements for the Lenovo desktop/keyboard/mouse

Discussion about what will happen to the equipment in the long term and where it will be stored in the short term

RESOLVED (9)

- That the computer be offered to the Village Hall Committee for discussion in their September meeting with consideration by Council to follow in October.

- That the computer be stored in the Village Hall cupboard with its hard drive removed and any necessary back up performed prior to storage.

g) YLCA Training Programme – circulated 05/07/24– **Noted**

h) Climate Change & Sustainability

An email had been received from CDC Highways that a licence can be issued for the Cycle Repair Station. BPC must have £5 million public liability in place. CDC Road Safety Team need to approve locations. Awaiting reply from CDC Public Health Team regarding information about funding.

RESOLVED (10)

- That quotes are obtained for the supply and installation of a cycle repair station.
- That locations discussed with CDC Highways will be distributed by Councillor Hill for approval via email.
- That the Clerk chase CDC Public Health for potential funding.
- That a soft consultation is undertaken using Facebook and the website, following discussion with Councillor Hill.

i) Blaxton Roundabout

Walkers had informed the council that there would be:

- no cost for the planting
- there would be a cost of £150/ year to maintain for a period of 3 years
- the roundabout would need to be cleared prior to commencing work

RESOLVED (11)

That the Clerk contact CDC for:

- cost of clearance
- information regarding the permit and process
- any traffic management requirements for the site

Admission of public to meetings of local authorities and other bodies

RESOLVED (12)

That, under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, (as amended) members of the public and press be excluded for the duration of the following item because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

j) Annual Leave not taken by Former Clerk P Reeves

A request had been made by the former Clerk to be paid untaken annual leave on leaving the council. This had been calculated as:

- 5 days of carry-over from the previous year (2023/24)
- this year's leave entitlement (pro rata) until leaving date
- 1 bank holiday for this leave year

Totalling:
£411.04

RESOLVED (13)

That the Council pay P Reeves £411.04 for untaken annual leave.

k) Additional Hours worked by Former Clerk P Reeves

Though the former Clerk does not wish to pursue a claim for further payment, they would like it noted that the additional hours have been worked, above contractual hours.

RESOLVED (14)

That the Council thanks P Reeves for not making a claim and pass on their appreciation for the work undertaken in the additional hours.

11. PLANNING APPLICATIONS – None received.

12. BLAXTON PLAYING FIELD

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

Councillor Hill had received support for the project from Ward Councillor Steve Cox. Councillor Hill will now contact planning regarding pre-planning advice.

Your Doncaster are donating trees which the council felt would be relevant to the project.

RESOLVED (15)

That the Clerk register interest for fruit trees and financial support for planting and maintenance of the trees. Councillor Johnson to circulate information and for further discussion to take place to allow a quick application as the closing date is the 30th of September.

b) Vegetation Management around Playground Equipment

A quote of £75 was received for the clearance of vegetation from around the playground equipment. Following emails, the order has been placed- **Noted**

c) Car Springer

Following inspection of the playground equipment by CDC, a quote had been received to remove the damaged car seat and replace with new.

RESOLVED (16)

That the order be placed for £168 to replace the car springer.

13. JOINT PLAYING FIELD

a) Future Management of the Blaxton and Finningley Joint Playing Field

An email was received from FPC at 17.46 on the date of this meeting. It states that they have reviewed the proposal from BPC discussed in the meeting on the 19th of June and rejected it. The email continues to say that FPC have now retracted their previous proposal i.e. option 2.

They will continue to cut the grass on the BPC side of the field for now but matters pertaining to BPC's land and structures will be the sole responsibility of BPC.

RESOLVED (17)

That the Clerk reply to FPC stating that they will now revert back to the minutes of the meeting of the PFA on September 6th 2023 when the dissolution of the PFA took place and are requesting the equal split of the balance of the PFA bank account on this date. The reply will state that BPC will also be seeking an independent review of all of the assets on the whole site.

Consideration of the sentence from the email 'After careful consideration and in light of further information...' took place.

RESOLVED (18)

That the Clerk ask CDC if there will be a governance review of Finningley and Blaxton Parish Councils.

Consideration of emails sent to BPC regarding fly-tipping on FPC land.

RESOLVED (19)

That no response be sent to the emails regarding fly-tipping. The situation is to be monitored with the potential use of red bags by volunteers being an alternative.

That the Clerk contact CDC for a supply of red bags for use by volunteers in the Parish.

b) Vegetation Management around Benches & Ramp

- Need a Hand provided a quote for £85 to spray off the ramp following action by BPC. The work was ordered and now completed- **noted**
- Need a hand provided a quote for £25 to strim and apply herbicide to the benches between the skate park and teen shelter, as well as the teen shelter. The work was ordered and now completed- **noted**

c) Annual Play Area Inspection

Play Inspections have provided a quote for the addition of the skate park to the annual RoSPA inspection.

RESOLVED (20)

That the order be placed for £90.25 for the addition of the inspection of the skate park.

d) Site Inspection Sheet & Signage

A check sheet had been distributed for discussion following a stipulation from the insurance provider for the addition of the items on the JPF.

RESOLVED (21)

That following additions to the site inspection sheet, the sheet was approved for use.

BPC were updated that signage was not available from CDC due to them not owning skate parks.

RESOLVED (22)

That the Clerk approach other parish councils who are owners of skate parks for information on signage.

14. BLAXTON VILLAGE HALL

Village Hall Committee –Next Meeting 25/09/24 – **Noted**

15. DATE OF NEXT MEETING

The next Parish Council meeting is scheduled to be held on
Wednesday 18 September 2024 in Blaxton Village Hall at 19:00

Meeting closed at 20.50

Chair: _____

Date: _____