

BLAXTON PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON WEDNESDAY 21 MAY 2025 AT 19:00 IN BLAXTON VILLAGE HALL

PRESENT: Councillors R Johnson, J Hill, I Collett, L. Wilson (from item 5)

APOLOGIES: J. Steventon

MEMBERS OF THE PUBLIC: One (until item 4)

IN ATTENDANCE: E Lear (Clerk)

1. ELECTION OF CHAIRMAN

RESOLVED (1)

That Councillor R Johnson be appointed Chair for the 2025/26.

2. SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Johnson signed the Declaration of Acceptance of Office and took the Chair

3. ELECTION OF VICE CHAIR

RESOLVED (2)

That Councillor J.Hill be appointed Vice Chair for the 2025/26.

4. APOLOGIES

a) To receive and note apologies from councillors who are unable to attend the meeting – Received from Councillor J Steventon

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

RESOLVED (3)

That the reason for absence be accepted.

c) To consider the provision for signing of the Declaration of Acceptance of Office- Not required.

5. TO APPROVE THE CO-OPTION OF ONE PARISH COUNCILLOR

One application had been received for consideration for co-option to the Parish Council.

RESOLVED (4)

That Mr Luke Watson be co-opted to the Parish Council with immediate effect.

Mr L Watson signed the Declaration of Acceptance of Office and joined the Meeting.

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

7. **DECLARATION OF PREJUDICIAL INTERESTS, OTHER INTERESTS, THE RECEIPT OF GIFTS AND HOSPITALITY AND REQUESTS FOR DISPENSATION** – None

8. **MINUTES OF THE ANNUAL PARISH MEETING HELD ON 16 APRIL 2025**

RESOLVED (5)

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

9. **MINUTES OF THE PARISH COUNCIL MEETING HELD ON 16 APRIL 2025**

RESOLVED (6)

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

10. **PUBLIC PARTICIPATION-** None

11. **APPOINTMENT OF PARISH COUNCILLORS TO UNDERTAKE THE HALF YEARLY INTERNAL AUDIT OF THE ACCOUNTS FOR 2025/26**

RESOLVED (7)

That Councillors Johnson and Watson be appointed to undertake the half-yearly Audit of the accounts for 2025/26.

12. **APPOINTMENT OF REPRESENTATIVE AND DEPUTY REPRESENTATIVE TO CDC PARISH COUNCILS' JOINT CONSULTATIVE COMMITTEE (PCJCC) FOR 2025/26**

RESOLVED (8)

That Councillor Johnson be appointed representative and Councillor Collett be appointed deputy representative on the CDC Parish Councils' Joint Consultative Committee for 2025/26.

13. **APPOINTMENT OF REPRESENTATIVES (2) TO THE BLAXTON VILLAGE HALL COMMITTEE FOR 2025/26**

RESOLVED (9)

That Councillors Collett and Steventon be appointed as representatives on the Blaxton Village Hall Committee for 2025/26.

14. APPOINTMENT OF REPRESENTATIVE, AND DEPUTY, TO THE SOUTH YORKSHIRE BRANCH OF THE YORKSHIRE LOCAL COUNCIL ASSOCIATIONS FOR 2025/26 (ANYONE MAY ATTEND)

RESOLVED (10)

That Councillor Johnson be appointed as representative and Councillor Collett be appointed as deputy representative for the South Yorkshire Branch of The Yorkshire Local Council Associations for 2025/26.

15. APPOINTMENT OF REPRESENTATIVE TO THE YORKSHIRE WILDLIFE PARK (YWP) CONSULTATIVE COMMITTEE FOR 2025/26

RESOLVED (11)

That Councillor Hill be appointed as representative and Councillor Watson be appointed as deputy representative for The Yorkshire Wildlife Park (YWP) Consultative Committee for 2025/26.

16. APPOINTMENT OF REPRESENTATIVE(S) TO CDC PUBLIC RIGHTS OF WAY FORUM 2025/26

RESOLVED (12)

That the representative would be decided upon and appointed before each meeting.

17. APPOINTMENT OF REPRESENTATIVE(S) TO YORKSHIRE AND HUMBER CLIMATE COMMISSION (YHCC) 2025/26

RESOLVED (13)

That Councillor Hill be appointed as representative for the Yorkshire and Humber Climate Commission (YHCC) for 2025/26.

18. APPOINTMENT OF REPRESENTATIVE(S) TO QUARTERLY JOINT PARISH MEETING 2025/26

RESOLVED (14)

That the Chair be appointed as representative and Deputy Chair be appointed as deputy representative for the quarterly Joint Parish Meeting 2025/26.

19. WARD MEMBERS REPORT – None

20. CDC AND SOUTH AREA COMMUNITIES TEAM ISSUES- None.

The Neighbourhood Officer will monitor dog faeces on the Joint Playing Field.

21. POLICING ISSUES- None

22. CONSULTATIVE COMMITTEES

YLCA South Yorkshire Branch Annual Meeting – **Next meeting 18/06/25**

a) Nominations for the YLCA JEB

RESOLVED (15)

That David Rowley of Ravensfield P.C. be nominated for Chair and Derek Lidell of Silkstone P.C. for Vice Chair.

b) Topics for the meetings

RESOLVED (16)

That no topics be suggested at this time.

23. FINANCIAL AND ADMINISTRATIVE MATTERS

a) Payments Considered for Approval on 21 May 2025:-

RESOLVED (17)

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>
9	P Dennis	Salary May 2025	108.40	0.00	108.40
10	E Lear	Salary May 2025	579.43	0.00	579.43
10	E Lear	Office, Telephone, Broadband Allowance May 2025	20.00	0.00	20.00
11- DD 31/05/25	Nest GBP04548149215789098	Clerk's pension 01/05/25 – 31/05/25	19.15	0.00	19.15
12	HMRC	HMRC M2	219.16	0.00	219.16
13- DD 31/05/25	Ionos 203048144844	1&1 Website Hosting costs 08/05/25- 07/06/25	25.00	5.00	30.00
14 – DD 31/05/25	Unity Bank 047	Account fee 01/04/25- 30/04/25	6.00	0.00	6.00
15	Royal British Legion 31302761	44 Lamp Post Poppies		36.67	220.00
16	Glendale Countryside GC446-1242	3 x grass cuts	162.24	32.46	194.70
17	Viking Trees & Gardens BlaxtonPC002	Prune Bird Cherry to existing pruning points	250.00	50.00	300.00
18	Clear Councils LC002122	Insurance Policy for 01/06/25- 31/05/26	892.25	0.00	892.25
19	Blaxton Village Hall	Carbon Footprint Reduction Grant	1600.00	0.00	1600.00
					£4189.09

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

b) Bank Reconciliations at 30 April 2025– **Noted**

c) Net Position– **Not presented at May Meeting.**

d) Annual Governance and Accountability Return (AGAR) 2024/25 – circulated 20/05/24

1. Internal Audit Report for 2024/25

The Report didn't note any actions but the internal auditor recommended a change in presentation for the Risk Assessment.

RESOLVED (18)

That the Internal Audit Report for 2024/25, be received and noted.

2. Annual Governance Statement 2024/25 – Section 1

RESOLVED (19)

That the Annual Governance Statement for 2024/25 be approved and signed by the Chair.

3. Accounting Statements 2024/25 – Section 2

RESOLVED (20)

That the Accounting Statements 2024/25 be approved and signed by the Chair.

4. Supporting documents to the accounts for 2024/25

RESOLVED (21)

That the Bank Reconciliation (01/04/24-31/03/25), Receipts and Payments Listings from SCRIBE (the Council's Financial Management System), the Blaxton PC Explanation of Variances 2024-25) and the Asset and Inventory Register 2024-25 be received and noted.

5. Notice of the Period for the exercise of Public Rights – 9 June to 18 July 2025

RESOLVED (22)

That it be noted that the Period for the Exercise of Public Rights had been set as 9 June to 18 July 2025.

e) Policies & Procedures

1. Standing Orders

RESOLVED (23)

That the updated Standing Orders based on the NALC Model 2025 be adopted.

RESOLVED (24)

That the Clerk check with the YLCA the reference to £60,000 in the Financial Controls & Procurement section

2. Financial Regulations

RESOLVED (25)

That the item is deferred until a future meeting.

3. Scheme of Delegation

RESOLVED (26)

That the Scheme of delegation was reviewed and no changes were made.

4. Council's Code of Practice for Handling Complaints

RESOLVED (27)

That the Council's Code of Practice for Handling Complaints be adopted.

- f) Council's Expenditure Under S137 of the Local Government Act 1972 in 2024/25- £200 donation made to the Royal British Legion- **Noted**
- g) Schedule of Ordinary Meetings until April 2026- received and **Noted**
- h) Insurance Quotation
An Insurance quotation for the annual premium had been received from Clear Councils for £892.25.

RESOLVED (28)

That the quotation be accepted, £892.25 paid and the insurance will commence on the 1st of June 2025.

- i) YLCA Training Programme (within Weekly News & Notifications) - circulated 22/04/25, 28/05/25 12/05/25 and 15/05/25 - **Noted**
- j) Climate Change & Sustainability –
1.Update on Cycle Repair Station- The Clerk is liaising with CDC but is awaiting an installation date for the concrete base.

RESOLVED (29)

That the Clerk contact CDC stating that the Council have had the Miscellaneous licence for over a month and would like to know when they are installing the base.

- k) Cycle Path Proposal/ Mosham Road Improvements-
No response from the developer of the junction between Mosham Road and Gatehouse Lane to the request for a pedestrian crossing.

RESOLVED (30)

That the Clerk contact the person who suggested they could assist with contacting the developer to the Chair at the PCJCC meeting, for assistance.

RESOLVED (31)

That the Clerk contact the Ward Councillors again requesting an update about discussions with Highways about the junction and expressing concern that walking between the villages is being deterred.

l) 'Sharing' Station-

CDC emails raised issues about the requirement for a Licence to Dig and the use of approved contractors at the Station road location. Alternative locations were discussed.

RESOLVED (32)

That the Clerk contact CDC raising concerns that issues weren't initially raised and that the Parish council have subsequently incurred costs.

RESOLVED (33)

That the Clerk contact the VHC requesting permission to locate the sharing station in front of the village hall within the boundary of the fence.

m) VE Day 80-

The VE Day 80 flag was raised at 9.30am and a lamp lit in the evening, on Thursday 8th of May, in line with national commemorations to celebrate VE Day 80.

n) Remembrance Day-

1. Consideration of Tommy/ Women in War Statues

RESOLVED (34)

That the pair i.e. male and female are ordered at a cost of £325.

2. When installing the lamp post poppies, CDC have requested that the number on the columns is recorded.

3. Talks have commenced with FPC about potentially organising a road closure to facilitate the parade of the uniformed groups along Station Road.

o) Summerfields Green Space-

The Clerk provided advice from the Open Spaces Society, Getting Greens Registered booklet and asked questions about the creation of the green space which suggested complications for applying for Village Green status.

RESOLVED (35)

That the Clerk enquire about the cost of the application and start the application process.

p) Tools and Equipment-

The mulcher and mower (missing a grass box) have now been collected and are being stored in the village hall shed.

FPC have kept the hover mower and brushcutter but these can be borrowed by contacting the Chairman of FPC.

24. PLANNING APPLICATIONS

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

25. BLAXTON PLAYING FIELD

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

All S106 applications for the area are with the Legal department of CDC.

RESOLVED (36)

That a further update on the release of the funding is sought.

- b) Improvements to Blaxton Playing Field- National Lottery funding
- no update.

26. JOINT PLAYING FIELD

- a) Future Management of the Blaxton and Finningley Joint Playing Field
No updates.

- b) Pavilion Modifications Proposal by FPC
No updates.

27. BLAXTON VILLAGE HALL

Village Hall Committee – Meeting 04/06/25

Cllr Hill had provided facts to the village hall committee regarding the roof and solar panel proposals.

28. DATE OF NEXT MEETING

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

Meeting closed at 20.59

Chair: _____

Date: _____

