

# Dalton Parish Council

## Minutes of the Parish Council Meeting of 6.30pm 20<sup>th</sup> June 2019 held at Dalton Parish Council

Members: Cllrs D Pickering (Chair), R Gleadhall (Vice-Chair), M Gleadhall, B Boyle, R Fox, N McHale, P Botham, C Malia, C Barron, S Pickering, M Wilcox

In Attendance: R Chico (Clerk), J Holsey (Clerk)

**5595 To receive and accept apologies for absence**

**Resolved: Apologies for Cllr J Carrington received and accepted.**

**5596 To note any declarations of interest on items to be discussed at this meeting**

Cllr D Pickering planning item 2019/0877

**5597 To approve the minutes of the Council meeting held on 16<sup>th</sup> May 2019**

**Resolved: The minutes were accepted as a true record**

**5598 To receive the approved minutes of the Finance and Employment committee held on 2<sup>nd</sup> May 2019**

The minutes were distributed at the meeting and were noted

**5599 To resolve if members of the press and public are to be excluded from any agenda items of the meeting due to the nature of the business to be transacted. Under Public Bodies (Admission to Meetings) Act 1960, S1 (2))**

**Resolved : Items 5609, 5610, 5611, 5612**

**5600 To note any issues from members of the public in attendance**

Discussion took place with regard to the building on Brecks Lane / Wallace Farms Ltd and also regarding CILS and play areas.

**5601 To consider any community matters from Councillors**

The vandalism at Magna Lane park was discussed and councillors notified the paint had been removed and the item posted onto social media.

Discussion took place with regard to the access on the land from the waterboard.

To contact planning with regard to the building on Wallace Farms

It was noted that a litter pick was taking place at Woodlathes at the weekend.

**5602 To note matters arising from the minutes of the Council Meeting of 16<sup>th</sup> May 2019**

The Clerk gave an update on actions taken from the resolutions of the meeting of 16<sup>th</sup> May 2019

**5603 To consider financial matters including:-**





# Dalton Parish Council

## 5603.1 The authorisation of payment of accounts since the last meeting

**Resolved :** The below payments of accounts were authorised: -

RMBC	DD	Grounds Maintenance Contract	1797.74
RMBC	DD	Brecks CC - Rates	53.00
RMBC	DD	Ruby Cook - Rates	196.00
BT	DD	Parish Hall Landlines x 2	94.20
EE	DD	Litter Pickers Mobiles	20.50
EE re 7th May	DD	Litter Pickers Mobiles	20.50
Smart Pension	DD	Pension	245.76
O2	DD	07887623674	24.30
Millenium Quest Ltd	102894	Christmas Motif Storage	1020.00
Plantscape Limited	102895	Hanging Baskets & Planters	6693.60
Ace Janitorial Supplies Ltd	102896	Cleaning Order	224.35
A Wilde	102897	Deposit refund -Party 19/5/19	50.00
Dalton Parish Short Mat Bowls	102898	Grant - Approved F & E Minute No FE25/18	301.32
Ace Janitorial Supplies Ltd	102899	Cleaning Order	103.68
Robert Ogle	102900	Robert Ogle - Memo of Fee 113377	28.80
HMRC	102901	Tax & NI for Month 3	972.44
Yorkshire Water	102902	Water Brecks Community Centre	61.39
Spectrum Futures CIC	102903	HR Package Invoice 2019/67	720.00
Monthly Salaries	Various	Monthly Salaries	4953.27
The British Legion Poppy Appeal	102910	2 X Wreaths	44.00
Phil Parkin Ltd	102911	Internal Auditor Final Fee	100.00
Rotherham Talking Newspaper	102912	Re-issue of 102869	500.00
Cartridge World	102913	Toner for printer from April 2019	59.00
J Holsey	102914	Expenses - Mileage and Stamps	37.48

## 5603.2 To discuss and agree action following receipt of actuary information from SYPA

**Resolved :** To proceed with SYPA for the officers of the council at the rates provided by SYPA.

## 5603.3 To receive an update regarding non-domestic rates

**5603.3.1 To discuss and agree a proposal to RMBC with regard to repayment**



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# Dalton Parish Council

**Resolved :** To pass the item to the next finance and employment committee

**5603.4** To receive and accept the internal audit report 2018-2019

**Resolved :** The internal audit report for 2018-19, which was distributed as an appendix, was received and accepted.

**5603.4.1** To discuss and accept proposed action plan with regard to internal audit report findings

**Resolved :** The action plan, which was distributed as an appendix, was received and accepted.

**5603.5** To approve and accept the annual governance statement of the annual return 2018/2019

**Resolved :** The governance statement was distributed as an appendix and each statement read out at the meeting with a vote by councillors for each line item. The annual governance statement was approved and accepted.

**5603.6** To approve and accept the accounting statement of the annual return 2018/2019

**Resolved :** The accounting statement of the annual return was distributed as an appendix and approved and accepted.

**5604** To consider any general correspondence and publications, including: -

**5604.1** To receive a summary and agree actions for play inspection reports.

The Clerks reported that a site meeting had taken place with RMBC with regard to several items at Magna Lane play area. Subsequently contact has been made with Hags to progress items.

Discussion took place with regard to possible options to try and reduce the risk of vandalism for example signage from local schools.

**5604.2** To note receipt of thanks from Rotherham Talking Newspapers for the donation

Noted

**5604.2** Libraries and Neighbourhood hubs consultation

The details for consultation were distributed as an appendix to the papers and noted.

**5604.3** PCSO Update

The update was distributed as an appendix to the papers and noted.

**5604.4** Planning Consultation – Statement of community involvement

The details for consultation were distributed as an appendix to the papers and noted.



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# Dalton Parish Council

**5605 To consider a request for a fairground to use Magna Lane as a site for a fair**

Discussion took place with regard to the history of the site and concerns re parking.

**Resolved : To proceed for the suggested fee with a bond.**

**5606 To discuss and agree archiving of files with RMBC**

**5606.1 To confirm files to archive**

**Resolved : To archive Parish Council minutes.**

**5606.2 To agree any confidentiality requirements with regard to files**

To be reviewed in line with the document retention policy and GDPR requirements at a later date.

**5607 To discuss and agree emergency lighting requirements for Dalton Parish Hall at a cost of £597.09**

**Resolved : Clerks to try and obtain an additional third quote and to proceed with the lowest quote.**

**5608 To consider a request to use the field at the side of the allotments for a charity event**

**Resolved : Agreed on the condition that the land is left as found following the event and that the event hosts inform neighbours in advance of the event the details of the event and times. It was stated all licenses, health and safety and event requirements would be the responsibility of the event holders.**

**5609 To discuss and agree the future plans for Brecks Community Centre**

**Resolved : Letter to be distributed to local residents for feedback.**

**5609.1 To discuss and agree letter to residents**

**Resolved : Letter approved and to be distributed by the handymen.**

**5610 To discuss and agree progress of discussions with community group for Ruby Cook**

**5610.1 To agree action to be taken for progression**

The report distributed as an appendix to the papers was discussed. The emphasis of the discussions was to ensure parish facilities are used to maximum benefit for the community.

**Resolved : To proceed with the lease to Wickersley Youth Football Club. Inventory documentation to be produced prior to a handover. To proceed with the solicitors for the lease, with a cost to the parish of £700.**

**5610.2 To discuss any related items and actions required**

The Clerks gave an update with regard to implications of the resolution of 5610.10

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# Dalton Parish Council

**Resolved : To proceed with HR processes accordingly with emphasis of a difficult decision and the need to ensure community facilities are used to their best potential.**

## **5611 To discuss and agree required actions following the finance and employment committee of 6<sup>th</sup> June 2019**

### **5611.1 To receive a general update from the meeting**

A general update of the meeting was noted.

### **5611.2 To confirm and agree recommendation from finance and employment committee with regard to Clerk vacancy**

**Resolved : Clerks to have 25 hours per week for an interim period to the end of the 4 month trial period. Hours to be considered on a temporary basis by Finance and Employment Committee.**

### **5611.3 Alteration to standing orders – to agree to remove section 24 of standing orders**

**Resolved : To remove section 24 of standing orders.**

## **5612 To receive an update from the Clerks**

### **5612.1 Meeting with allotments**

A meeting had been held with Brecks allotment holders, this is the only allotment site which is not run on a allotment committee basis. The option of doing this was raised with the attendees however no attendees came forward to volunteer for the required roles.

### **5612.2 Sunnyside community centre**

Following further investigation regarding Sunnyside community centre the meeting was cancelled due to being notified of previous communications with YLCA. The Clerks have arranged a meeting with YLCA to discuss the information and to progress. The meeting will be re-arranged once the Clerks are clear on the format of the centre. The urgent plumbing works have been completed in light of the delay of the meeting.

## **5613 To consider RMBC planning matters:**

**Resolved : The below planning applications were noted: -**

RB2019/0877 - Trinity Croft C of E School Dalton Lane Dalton - Erection of cabin to consist of 2No. Classroom teaching spaces, store rooms and w/c

RB2019/0862 - 3 Bluebell Wood Lane Sunnyside - Two storey side and single storey extension creating link to existing detached garage

## **5614 To notify the Parish Clerk for any matters for inclusion on a future agenda**

No items, Cllrs asked to email or call with any items they wish to add.



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# Dalton Parish Council

5615 To note the dates of the next meeting: -

**Finance and staffing**

- 4<sup>th</sup> July 2019
- 5<sup>th</sup> September 2019
- 3<sup>rd</sup> October 2019
- 7<sup>th</sup> November 2019
- 5<sup>th</sup> December 2019
- 6<sup>th</sup> February 2020
- 5<sup>th</sup> March 2020

**Parish Council**

- 18<sup>th</sup> July 2019
- 19<sup>th</sup> September 2019
- 17<sup>th</sup> October 2019
- 21<sup>st</sup> November 2019
- 19<sup>th</sup> December 2019
- 16<sup>th</sup> January 2020
- 20<sup>th</sup> February 2020
- 19<sup>th</sup> March 2020

The meeting was closed at 7:55pm

Chairperson.......... Date 18<sup>th</sup> July 2019

