

Dalton Parish Council

Minutes of the Annual Meeting of Dalton Parish Council at 6.30pm 16th July 2020 held remotely by Zoom.

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

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

5719 To elect the Chairperson of the Council for 2020-21 and to receive Chairpersons declaration of office

Resolved: Cllr D Pickering elected as Chairperson of the Council for 2020-21 and declaration of office received.

5720 To elect the Vice-Chairperson of the Council for 2020-21 and to receive Vice-Chairpersons declaration of office

Resolved: Cllr R Gleadhall elected as Chairperson of the Council for 2020-21 and declaration of office received.

5721 To receive and accept apologies for absence

Resolved: Apologies for Cllrs N Mchale, P Botham received and reasons for absence accepted.

5722 To review and agree the addendum to standing orders relating to the operation of remote meetings

Resolved: The addendum to standing orders was accepted.

5723 To note any declarations of interest on items to be discussed at this meeting

None

5724 To approve the minutes of the Council meeting held on 10th June 2020

Resolved: The minutes were accepted as a true record

5725 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))

None present

5726 To note any issues from members of the public in attendance

No members of the public were in attendance at the meeting.

5727 To note matters arising from the minutes of the Council Meeting of 10th June 2020

None



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5728 To ratify the decisions taken by the Clerks following consultation with the Chair and Vice Chair and take further action where necessary: -

- a. Access to land at Ruby Cook Recreation Ground to enable works by contractor for new access to O2 Mast – Hill Top Farm
- b. Christmas Lighting Contract
- c. Grant for Sunnyside Supplies
- d. Use of Sunnyside Community Centre as a Food bank – now moved to St Francis Church
- e. Tree Survey on Ruby Cook (Subject to separate agenda item)
- f. Telephone contract change from BT to XLN Telecom
- g. Renewal of Sunnyside Community Centre Insurance with Hiscox - £1924.91
- h. Meeting with a resident at Sunnyside regarding land and removal of railings
- i. Letters to residents with gated access onto Magna Lane Recreation Ground

Resolved: - All decisions were ratified by Council

5729 To review the committees of the council

5729.1 Finance and employment terms of reference

Resolved: The terms of reference for the finance and employment committee were approved.

5730 To elect members to the committees of the Council

5730.1 Finance and employment

Resolved: The following Councillors were elected to the finance and employment committee: -

D Pickering, S Pickering, R Gleadhall, M Gleadhall, C Barron, C Malia and J Carrington

5731 To review and approve standing orders

Resolved: The standing orders which were distributed as an appendix were approved.

5732 To review and approve financial regulations

Resolved: The financial regulations which were distributed as an appendix were approved.

5733 To elect representatives to Non-Council Committee and Groups: -

5733.1 South Yorkshire Passenger Transport User Group

Cllr Boyle advised the line of communication with the group had been poor and she had not received a number of invites to the meetings.

Resolved: Cllr B Boyle elected as representative of the South Yorkshire Passenger Transport User Group. Clerk to write to ensure Cllr Boyle receives notification of all meetings.

Dave Pickering

Dalton Parish Council

5733.2 Sunnyside community centre

Resolved: Cllrs P Botham, B Boyle and C Malia elected as representatives of Sunnyside community centre

5733.3 YLCA Council Representatives

Resolved: Cllrs R Gleadhall and M Gleadhall elected as representatives of YLCA Council representatives.

5734 To consider financial matters including: -

5734.1 The authorisation of payment of accounts since the last meeting

Cllr Malia queried the increase in the grass cutting contract and also queries why the council were still paying for the grass cutting at Ruby Cook as Wickersley Youth FC have also been cutting the grass.

Resolved: The below payments of accounts were authorised:

Cheque/DD	Transaction Detail	Date Paid	Total	Payee Name
DD	Water - Ruby Cook	03/06/2020	£7.52	Business Stream
DD	Broadband 1/5-20/5	06/06/2020	£42.73	British Telecom
103130	The Clerks Manual	19/06/2020	£52.30	SLCC Enterprises Limited
103131	Cilca Tutoring	19/06/2020	£300.00	YRTP
103132	Cleaning Supplies	19/06/2020	£89.64	Ace Janitorial
103135	Cilca Tutoring	19/06/2020	£300.00	YRTP
103133	YRTP	19/06/2020	£300.00	YRTP
103135	Sunnyside Supplies Stationary	19/06/2020	£285.93	Viking Direct Sunnyside Community Centre
103134	To repay grant Sunnyside Supplies -	19/06/2020	£3,407.00	S & C Smith Limited
103128	Milk Sunnyside Supplies -	19/06/2020	£19.80	S & C Smith Limited
103127	Milk Sunnyside Supplies -	19/06/2020	£19.80	Sunnyside Supplies
103129	Food	19/06/2020	£185.03	Rotherham MBC
103136	BLA Rent - 24/6-28/9	19/06/2020	£190.00	O2
DD	Bill for May Ruby Cook Gas - May 2020	19/06/2020	£73.73	CNG Power Up
DD	Gas - DPH - May 2020	20/06/2020	£108.17	Rotherham MBC
DD	Rates - DPH	20/06/2020	£254.00	Various
Various	Salary Month 3	24/06/2020	£2,867.65	PAYE
103142	Tax & Ni	24/06/2020	£529.66	Robert Ogle
103143	Memo of Fees 114199 Commercial Waste -	24/06/2020	£42.00	Rotherham MBC
103144	DPH	24/06/2020	£850.00	Rotherham MBC
DD	Grass Cutting Contract	26/06/2020	£1,977.43	Copy Print Scan Limited
DD	Photocopy Charges Sunnyside Supplies -	28/06/2020	£12.00	S & C Smith Limited
103145	Milk	29/06/2020	£55.44	

Dave Pickering



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5734.2 To confirm the bank signatories for the bank accounts

The Clerk advised another signatory needs to be appointed to the Bank accounts where Cllr Wilcox was a signatory.

Resolved: Bank signatories were agreed as Cllrs: M. Gleadhall, M Bray , R.Gleadhall, P.Botham, C.Malia and R.Fox

5734.3 Bank reconciliations including combined bank reconciliations for February, March, April, and May 2020

Resolved: that the bank reconciliations be approved

5734.4 Confirmation of receipts schedule for February, March, April, and May

Resolved: that the receipts schedules be approved

5734.5 Confirmation of income and expenditure budget to 30th May 2020

The Clerk updated the council due to Covid 19 the income of the hall would show a shortfall however this would be off set as there are no election costs.

5734.6 Outstanding Debtors

The Clerks explained that the monthly repayments from the long outstanding debtor had ceased and was not responding to letters, texts, phone calls or emails.

Cllr Malia abstained from the vote.

Resolved: that the debtor list, received as an appendix be accepted and the clerks initiate formal recovery of the council's money at a cost of £25.00.

5734.7 Letter of engagement from Auditor

The Clerks explained the contents of the letter of engagement and that the audit would undertake a sample of the financial payments/receipts, in line with other councils, rather than a review of every financial payment/receipt.

Resolved: that the Clerks complete and sign and letter of engagement and return it to the internal auditor

5734.8 Interest rate reduction for Hampshire Trust Bank to .90% (previously 1.15%)

Noted.

5734.9 To note discretionary rate relief grant obtained for Sunnyside Community Centre

Noted

5735 To consider and discuss tree survey Ruby Cook Recreation Ground and agree further action where necessary



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Members noted the recommendations of the survey: -

The trees are generally in good health with good vitality and good annual extension growth
The trees are structurally sound.

The trees have been subject to pruning in the past on the side with the gardens.

The trees would not benefit from any pruning work.

No pruning works to the trees at this stage.

Resolved: that the report recommendations be accepted, and letters are issued to the residents advising them of the council decision not to prune the trees

5736 To receive an update regarding Lease for Ruby Cook recreation Ground and agree further action where necessary

Members were appraised of the update from solicitors and the queries raised by them. The lease is due to be completed imminently.

5737 To consider, discuss and agree further action where necessary regarding staffing matters including: -

5737.1 Sickness

Members were appraised of the staff who were presently absent from work due to sickness.

Resolved: - that where absence has been due to Covid 19 that Covid 19 test results are seen and that they obtain another test to confirm negativity prior to recommencing work.

5737.2 Litter pickers contracts of employment

Deferred to next meeting.

5737.3 Clerks Training – Charity, AGAR, Finance, Allotment, Planning and Committees

Members were appraised of the training which the clerks had undertaken during lockdown

5737.4 Parish Liaison Meeting

Members were appraised of the contents of the latest meeting which included: -

- Covid 19 update
- Community Hubs
- Play areas
- Leisure Centres
- Libraries

5738 To consider any general correspondence and publications, including: -

5738.1 To receive a summary and agree actions for play inspection reports.

Dave Pickering



Dalton Parish Council

Members were appraised of the summary from the three play area reports.

Ruby Cook – meeting arranged for Thursday 23rd July at 1.30pm to inspect the play area and look at the recommended remedial works.

5738.2 Letters from two residents regarding agreement of ongoing gated access to Magna Lane Recreation Ground.

The contents of the letters were subject to discussions and members were sympathetic towards the needs of the residents. The members were clear that the residents cannot cultivate any part of the recreation ground.

Resolved: that letters are issued to the two residents confirming they can continue to use the gated access whilst they are in occupation of the property only, with the restriction not to cultivate any land on the recreation ground. The agreement is not transferable.

5738.3 To receive and discuss latest information from NALC/YLCA regarding face to face meetings

Noted.

5739 To discuss the latest government advice regarding re-opening of the buildings and agree any further action where necessary

The information was noted and the decision regarding the opening of the buildings is to be reviewed in September.

5740 To discuss the latest government advice regarding opening of the three play areas and the health and safety requirements issued by NALC/RMBC and agree further action where necessary

The information was noted and the decision to re-open the play area to be reviewed in September.

5741 To consider RMBC planning matters:

Resolved: The planning applications detailed below were noted: -

RB2020/0831 – 87 Brecks Crescent - Application for a lawful planning certificate

RB2020/0758 – 33 Creswick Road – Application for lawful planning certificate for a children's home

RB2020/0461 – 26 Greenfield Road East Herringthorpe - Application of Lawful Development Certificate re: use as a dwelling house (Use Class C3)

5742 To consider planning and licensing matters including new planning applications in Dalton:

None



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5743 To notify the Parish Clerk for any matters for inclusion on a future agenda

Cllrs asked to email or call with any items they wish to add.

5744 To note the dates of the next meeting: -

Finance and employment 3rd September 2020 18:30

Parish Council meeting 17th September 2020 18:30

The 2020/21 meeting dates were noted

The meeting was closed at 20.24pm

Chairman.......... Date 17th September 2020

