

Dalton Parish Council

Minutes of the Ordinary Meeting of Dalton Parish Council at 6.30pm 20th July 2023 held at Dalton Parish Hall

Members: Cllrs K Oxley, D Pickering, S Pickering, P Botham, C Malia, M Bray, I C Barron, J Workman, R Gleadhall, M Gleadhall, J Carrington, R Fox

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

6254 To receive apologies for absence given in advance of the meeting

None

6255 To consider the approval of reasons given for absence

None

6256 To note any declarations of interest on items to be discussed at this meeting

Cllr K Oxley and Cllr J Workman declared an interest on item 6263.3

6257 To approve the minutes of the Council meeting held on 15th June 2023

Resolved: The minutes were accepted as a true record

6258 To receive the approved Finance and Employment Minutes 30th March 2023

Resolved : The approved Finance and Employment Minutes of 30th March 2023 were received.

6259 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

6260 To note any issues from members of the public in attendance

None in attendance

6261 To consider any community matters from Councillors

A discussion took place around road closures in the area and responsibilities for notifying residents. Any issues regarding road closures should be raised to Highways at RMBC.

**6262 To receive a verbal Clerk update regarding matters from previous meetings
6262.1 To receive an update following meeting with hall hirer**

The meeting had taken place in the month of July with the hall hirer that had raised issues with rent costs in March. An update was given to council of the discussions which took place around the uses of the building, storage which had not been agreed and rent payments. It was noted that the group had received a grant and were able to pay the rent.

Dalton Parish Council

6263

To consider financial matters including: -

6263.1 The authorisation of payment of accounts since the last meeting (distributed at the meeting)

Resolved : The below payments of accounts were approved: -

CHQ/DD	Transaction Detail	Date Paid	Total	Payee Name
DD	Phone & Broadband	28/06/2023	£136.83	XLN Telecom
BACS	Salaries for June	28/06/2023	£4,225.26	Various
BACS	Memo of Fees	28/06/2023	£57.60	R Ogle
BACS	PAYE	28/06/2023	£1,131.49	HMRC
DD	Bank Charges	30/06/2023	£1.20	Unity
DD	Bank Charges	30/06/2023	£36.15	Unity
BACS	Salaries for July	26/07/2023	£4,503.13	Various
BACS	PAYE	26/07/2023	£1,139.07	HMRC
BACS	Memo of Fees	26/07/2023	£57.60	R Ogle
DD	Pension	10/07/2023	£805.38	Smart Pension
BACS	Expenses	26/07/2023	£924.98	R Chico
BACS	Expenses	26/07/2023	£228.55	J Holsey
BACS	Cleaning Materials	26/07/2023	£155.63	Ace janitorial
BACS	Painting Materials - DPH	26/07/2023	£590.84	Ferguson s
BACS	Masking Tape	26/07/2023	£25.49	Ferguson s
BACS	Play Area Repairs - Magna	26/07/2023	£2,473.72	HAGS
BACS	CCTV	26/07/2023	£78.00	PN Alarms
BACS	Keys Cut	26/07/2023	£15.80	PN Alarms
BACS	Honours Board	26/07/2023	£60.00	Edward Signs
BACS	BL Allotments Lease	26/07/2023	£190.00	RMBC
BACS	YLCA Training Course	26/07/2023	£37.00	YLCA
BACS	Resurfacing - Ruby Cook	26/07/2023	£19,673.56	Lightmain Ltd
BACS	Grant	26/07/2023	£500.00	Yorks Air Ambulance
BACS	Deposit Refund 15/7	26/07/2023	£50.00	R Javangwe
BACS	Deposit Refund 1/7	26/07/2023	£50.00	M Hameed
BACS	Deposit Refund 8/7	26/07/2023	£50.00	S Samanta
BACS	Deposit Refund 19/7	26/07/2023	£50.00	L Wells
BACS	Fire Ex Service	26/07/2023	£241.63	Chubb
BACS	Expenses- 2 x Wreaths	26/07/2023	£100.00	J Holsey
BACS	New Emergency Light	26/07/2023	£70.00	M Staniforth
DD	Photocopying	28/07/2023	£55.54	CPS Ltd
DD	Pension	19/07/2023	£2,111.70	SYPS
DD	Pension Fee	01/07/2023	£18.00	Smart Pension
DD	Mobile Phone	07/07/2023	£13.22	EE
DD	Mobile Phone	20/07/2023	£82.33	O2
DD	Electric 13/6-11/7	25/07/2023	£258.69	Scottish Power
DD	Bank Charges - HSBC	22/07/2023	£8.00	HSBC
BACS	Skip	26/07/2023	£186.00	KCM
BACS	Plumbing re Legionella RA	26/07/2023	£548.30	HP Plumbing

Dalton Parish Council

BACS	Plumbing re Legionella RA	26/07/2023	£228.48	HP Plumbing
BACS	New Locks re FRA	26/07/2023	£421.80	SF Locksmith
BACS	Grant	26/07/2023	£5,000.00	Sunnyside Community Centre

6263.2 To receive and agree bank reconciliation to May 2023

The bank reconciliation to May had been agreed at the Finance and Employment Committee meeting.

6263.3 To consider a grant request from SEND Youth Club

Cllr K Oxley and Cllr J Workman declared an interest in this item. Cllr D Pickering chaired the item and Cllr J Workman left the room.

Resolved : To give a grant of £450

6263.4 To discuss and consider additional Clerk hours for further works – Policy reviews, transparency code, website update, data audit, GDPR, Legal documents and titles

Resolved : 20 hours per month approved to be reviewed at each meeting following an update to council re progress and further hours agreed on a monthly basis.

6264 To consider any general correspondence and publications including:-

6264.1 To receive a summary and agree any actions for play inspections reports

The council were updated on issues at the three play areas: -

Ruby Cook – Graffiti

Sunnyside – Overgrown bushes

Magna Lane – Moving bin / Graffiti

6264.2 To consider YLCA notice regarding D-Day 80th Anniversary and to agree to take any further action

Resolved : To consider incorporation within the gala planned for 2024 as a D-Day theme and look at options to turn the lights on the war memorial at the times shown in the YLCA guidance

6265 To receive an update regarding the surrender of the lease for Brecks Lane allotments and agree any further action

The council were update with regard to the site visit that had taken place and the issues raised with regard to access.

Resolved : To write back to RMBC explaining the disappointment in response when the land meets the aims the council have been targeting around tree planting, environmental impact etc. To state that the council still wish for RMBC to take back this portion of land.

6266 To consider quotation to move lighting column at Sunnyside Top field and agree on any further action

Dalton Parish Council

Resolved : To proceed with moving the lighting column as per the guidance and quotation.

6267 To consider and agree Dalton Parish Council complaints policy

Resolved : Dalton Parish Council complaints policy agreed and approved.

6268 To consider and agree Dalton Parish Council Freedom of Information policy

Resolved : Dalton Parish Council Freedom of Information policy agreed and approved.

6269 To consider and agree Freedom of Information Model Publication Scheme

Resolved : Dalton Parish Council Freedom of Information Model Publication Scheme agreed and approved.

6270 To consider pricing for security / fencing at Sunnyside Allotments and agree way forward

Resolved : Awaiting third quote – item to move to September agenda.

6271 To discuss and agree actions for the pathway at Magna Lane park in terms of flooding

The issue regarding the path flooding and action taken in jetting the pipes, site visit with RMBC re cause and solutions was discussed. The pricing for a soak away solution was discussed and further discussion around reasons why it is happening.

Resolved : Vote 6/5 with 1 abstention to carry out further investigation for the reasons for the water log prior to committing to any further works.

6272 To consider options to replace relief caretaker at Sunnyside Community Centre including advertising the position (previously discussed at Employment and Finance Committee)

6273 Subject to decision above, agree hours, person spec, job spec, job advert and where to advertise. Agree interview dates and appoint 2 councillors to the interview panel with the 2 Clerks

Resolved : Items 6272 & 6273 - To proceed with a vacancy for litter picker / relief caretaker at hours between 8 and 12 per week. Person spec, job spec, advert etc to be updated accordingly. Cllrs J Workman and R Gleadhall to carry out interviews

6274 To agree dates and location for the scheduled gala for 2024

Resolved : As per item 6264.2 to proceed with a gala for 2024 with part being theme around D-Day 80th Anniversary. Gala to take place on the closest Saturday to D-Day Anniversary, which is Saturday 8th June at Sunnyside Top Field. 1 abstention.

6275 To agree to proceed with the annual fire risk assessment for Dalton Parish Hall

Resolved : To proceed with the annual fire risk assessment for Dalton Parish Hall at a cost of £300.

Dalton Parish Council

- 6276 To consider and agree the annual grant to be paid to the charity Sunnyside Community Centre (Budget showing the deficit position is as detailed on the appendices for the Charity agenda taking place prior to this meeting)

Resolved : Permission granted for a transfer of up to £10,000 as per the budget allocation, with an initial figure of £5000 being moved in July / August.

- 6277 To consider planning matters including new planning applications in Dalton
6277.1 Planning: - 24 – 28 (List 28 items to be emailed to councillors prior to the meeting)

There were no new planning items.

It was noted that a planning item Dalton Parish Council had objected to RB2023/0468 had been refused.

- 6278 To notify the Parish Clerk for any matters for inclusion on a future agenda

None

- 6279 To note dates of future committee meetings, events, and the next Parish Council

Parish Council – 6:30pm

21st Sept 2023

19th Oct 2023

16th Nov 2023

Other Meetings / Events

Dalton Parish Council Community Café held on the above dates at 9.00am – 1230 at Dalton Parish Hall

Finance Meeting – 6:30pm

7th September 2023

Sunnyside Charity Meeting – 6pm

19th October 2023

Sunnyside Meeting – 6:30pm

14th September 2023

The meeting was closed at 20.30pm

Chairman.......... Date 21st September 2023