



DALTON PARISH COUNCIL

Dalton Parish Hall,
Doncaster Road,
Dalton,
Rotherham.
S65 3ET

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11th May 2023

Dear Councillors,

You are hereby summoned to attend the **Annual Meeting** of the Parish Council, to be held on **Thursday 18th May 2023**, at Dalton Parish Hall, Doncaster Road, Dalton commencing at **6.30 p.m.** for the purpose of transacting the following business:

R.Chico

Rachel Chico
Clerk to the Council

BUSINESS

Enclosure:

1. To elect the Chairperson of the Council for 2023-24 and to receive Chairpersons declaration of office
2. To elect the Vice-Chairperson of the Council for 2023-24 and to receive Vice-Chairpersons declaration of office (Not compulsory)
3. To receive apologies for absence given in advance of the meeting
4. To consider the approval of reasons given for absence
5. To note any declarations of interest on items to be discussed at this meeting
6. To approve the minutes of the Council Meeting held on 20th April 2023 (A)
7. 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))
8. To note any issues from members of the public in attendance
9. To consider any community matters from Councillors
10. To receive a verbal Clerk update regarding matters from previous meetings
 - 10.1 To receive an update regarding tree enquiry with RMBC
 - 10.1.1 To consider three options for protecting any new tree installation
 - 10.1.2 To confirm final arrangement for coronation tree planting



DALTON PARISH COUNCIL

- 10.2 To receive an update following site visit to Sunnyside allotments and agree any further action with regard to boundary fencing
11. To review the committees of the Council
 - 11.1 To re-note councillors code of conduct
 - 11.2 Finance and employment terms of reference (B)
 - 11.3 Sunnyside community centre terms of reference (C)
 - 11.3.1 To confirm Sunnyside community centre is an advisory committee (all members to adhere to councils code of conduct)
12. To elect members to the Committees of the Council: -
 - 12.1 Finance and employment
 - 12.2 Sunnyside community centre (4) Councillors (4) Volunteers (from different user groups of the centre)
13. To review and approve standing orders (D)
14. To review and approve financial regulations (E)
15. To approve financial risk assessment for 2023/2024 (F)
16. To review effectiveness of internal controls
17. To consider financial matters including:-
 - 17.1 The authorisation of payment of accounts since the last meeting (distributed at the meeting)
 - 17.2 To agree the annual standing orders and direct debit payments (G)
 - 17.3 To confirm the review of the bank statement to 31st March 2023
 - 17.4 To approve the reserves policy for 2022/2023 (H)
 - 17.5 To consider increased hours request from Sunnyside caretaker and take further action where necessary
 - 17.6 To agree time off in lieu for one clerk for attendance at Kings Coronation Gala – 4.5 hours
18. To receive the Legionella Risk Assessment for Dalton Parish Hall and take any further action where necessary (I)
19. To receive tree reports and take any further action where necessary
20. To consider new colour scheme for Dalton Parish Hall so redecoration can commence
21. To consider removal of metal railing that runs alongside the driveway of the parish hall, nearest windows only, to allow easier access to windows and shutters
22. To re-confirm eligibility for the General Power of Competence
 - 22.1 Confirm Dalton Parish Council have a qualified Clerk
 - 22.2 Confirm Dalton Parish Council had two thirds elected Councillors
 - 22.3 Confirm Dalton Parish Council are eligible for the General Power of Competence
23. To consider any general correspondence and publications, including: -
 - 23.1 To receive a summary and agree any actions for play inspections reports: -
 - 23.1.1 Magna Lane
 - 23.1.2 Ruby Cook
 - 23.1.3 Sunnyside
24. To consider planning matters including new planning applications in Dalton: -



DALTON PARISH COUNCIL

Planning: - 16 – 19 (List 19, items to be emailed to councillors prior to the meeting)

RB2023/0533 - Land at Greenfield Road, Hounsfield Crescent Hounsfield Road & Langley Close East Herringthorpe - Variation of condition 2 (Approved Plans Plot 3, Site 4) imposed by RB2022/1017

RB2023/0567 - Honeysuckle Farm Brecks Lane Herringthorpe - Erection of 1No residential bungalow

25. To notify Parish Clerk for any matters for inclusion on a future agenda
26. To note dates of future committee meetings, events and the next Parish Council Meeting

Parish Council – 6:30pm

15th June 2023

20th July 2023

21st Sept 2023

19th Oct 2023

16th Nov 2023

Other Meetings / Events

Dalton Parish Council Community Café held on the above dates at 900am – 1230 at Dalton Parish Hall

Finance Meeting – 6:30pm

6th July 2023

Sunnyside Charity Meeting – 6pm

20th July 2023

Sunnyside Meeting – 6:30pm

8th June 2023

PUBLIC NOTICE

PARISHIONERS ARE ENCOURAGED TO ATTEND MEETINGS OF THE PARISH COUNCIL AND ARE PERMITTED PARTICIPATION IN ITEM “To note any issues from members of the public in attendance” , BUT NOT IN THE DECISIONS ON OTHER AGENDA ITEMS, SPEAKING ONLY WHEN SPECIFICALLY INVITED TO DO SO BY THE CHAIRPERSON