

# Dalton Parish Council

## Minutes of the Ordinary Meeting of Dalton Parish Council at 6.30pm 18<sup>th</sup> March 2021 held remotely by Zoom.

Members: Cllrs R Gleadhall (Chair), M Gleadhall, P Botham, C Malia, M Bray, J Carrington, R Fox, B Boyle

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

**5820 To receive apologies for absence given in advance of the meeting**

**Resolved: Apologies for Cllrs N McHale, D Pickering, S Pickering**

**5821 To consider the approval of reasons given for absence**

**Resolved : The reasons given for absence were approved**

**5822 To note any declarations of interest on items to be discussed at this meeting**

5829.5 – Cllr J Carrington

**5823 To approve the minutes of the Council meeting held on 21<sup>st</sup> January 2021**

To note the February meeting was not quorate and therefore there are no minutes for February.

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

**5824 To receive the approved minutes of the Finance and Employment Committee held on the 7<sup>th</sup> January 2021 and 4<sup>th</sup> February 2021**

Minutes were received as appendices.

**5824.1 To receive a verbal update of the Finance and Employment Committee meeting held on 4<sup>th</sup> March 2021**

A verbal overview was given of the items discussed at the meeting. Sickness for staff was noted.

**5824.2 To approve a change to the Finance and Employment Committee terms of reference to meet quarterly**

**Resolved : Terms of reference approved to meet quarterly**

**5825 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: That press and public are to be excluded from item 5829.6.**

**5826 To note any issues from members of the public in attendance**

None



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**5827 To consider any community matters from Councillors**

None. An informal discussion took place with regard to election processes

**5828 To receive a verbal Clerk update regarding matters from previous meetings**

**5828.1 To receive an update from Police regarding off-road vehicles and any local issues**

Clerks updated that the police had been notified of the off-road issues and were aware and taking action on the issues.

**Cllrs R.Fox and B.Boyle joined the meeting**

**5829 To consider financial matters including: -**

**5829.1 The authorisation of payment of accounts since the last meeting**

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

CHQ/DD	Transaction Detail	Date Paid	Total	Payee Name
103379	Stationary Ruby Cook - Elect 2/12-	18/01/2021	£11.87	Viking Direct
DD	1/1/21	18/01/2021	£57.63	British Gas
DD	Bill for December	19/01/2021	£67.78	O2
DD	Pension	19/01/2021	£1,643.91	SYPA
DD	Gas - Ruby Cook	20/01/2021	£119.04	CNG Power Up
DD	Gas - DPH	20/01/2021	£298.72	CNG Power Up
DD	Rates - DPH	20/01/2021	£254.00	Rotherham MBC
Various	Salaries	20/01/2021	£3,591.38	Various
103385	Memo of Fee's 114649	20/01/2021	£42.00	Robert Ogle
103386	Tax & Ni	20/01/2021	£717.74	HMRC
DD	Photocopy Chges Inv 70636	22/01/2021	£13.20	Copy Print Scan Limited
DD	Electric - DPH	22/01/2021	£94.40	British Gas
DD	Electric - Final Ruby Cook Final Electric Bill Ruby	25/01/2021	£68.95	British Gas
DD	Cook	25/01/2021	£11.32	British Gas
DD	Grass Cutting Contract	26/01/2021	£367.80	Rotherham MBC
DD	Rates - Ruby Cook	27/01/2021	£200.00	Rotherham MBC
DD	February Invoice	28/01/2021	£65.04	XLN Telecom
BACS	Fee	28/01/2021	£15.00	HSBC
103388	Expenses	03/02/2021	£92.56	J Holsey
103387	To Unity Bank Xmas Lights - Rem &	03/02/2021	£80,000.00	Unity Bank
103389	Storage	10/02/2021	£1,944.00	Acorn Festive Lights Limited
DD	Pension Remedial Works -Hardwire	12/02/2021	£685.14	Smart Pension
103390	Test	17/02/2021	£321.70	MD Staniforth
103391	Hardwire Test	17/02/2021	£270.00	MD Staniforth
DD	Bill for January	19/02/2021	£67.78	O2



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DD	Pension	19/02/2021	£1,653.79	SYPA
DD	Final Bill - Ruby Cook Water - Brecks Lane	20/02/2021	£23.13	CNG Power Up
DD	Allotments	22/02/2021	£43.35	Business Stream
DD	Electricity - DPH	23/02/2021	£90.48	British Gas
103392	Expenses	24/02/2021	£33.69	J Holsey
DD	March Invoice Expenses - Microsoft	26/02/2021	£65.04	XLN Telecom
103393	Renewal	26/02/2021	£79.99	J Holsey
DD	Grass Cutting Contract	26/02/2021	£367.80	Rotherham MBC
DD	Litter Pickers Mobiles Magna Lane Play Area	26/02/2021	£20.93	EE and T.Mobile
103394	Repairs	26/02/2021	£4,881.48	HAGS SMP
DD	Pension	12/03/2021	£652.31	Smart Pension
BACS	Salaries	24/02/2021	£3,112.37	Various
BACS	Memo of Fee's 114728	26/02/2021	£44.40	Robert Ogle
BACS	Interim Audit Fee	26/02/2021	£200.00	Phil Parkin Limited

## **5829.2 To discuss and agree action regarding damaged artificial Christmas tree located at Sunnyside Community Centre**

**Resolved** : To install a permanent tree sleeve and install a real tree each year, first year cost £975 including sleeve and tree. To give delegated powers with a budget to £500 for decorations for the tree.

## **5829.3 To approve recommended change to section of Financial Regulations following the change to allow internet payments**

**Resolved** : The change to financial regulations to reflect internet payments being permitted was approved.

Cllr R Fox left the meeting

## **5829.4 To review the effectiveness of internal controls**

Discussion took place with regard to the mechanisms and controls in place, the changes in audit reports and the effectiveness of the controls.

**Resolved** : The effectiveness of internal controls was reviewed and agreed.

## **5829.5 To agree the 2022 / 23 allotment rent rates**

Cllr J Carrington declared an interest in this item.

**Resolved** : To maintain allotment rents at current rates.

## **5829.6 To review and agree salaries for 2021 / 2022 for all employees**

Cllr R Fox re-joined the meeting

**Resolved** : Litter pickers to be paid inline with living wage, Caretakers to be increased with the same value. Clerks to proceed to the next salary scale (32) as per their contracts of employment, on completion of their CILCA qualification an automatic



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increase to the next salary scale (33) will occur and subsequent increases each year until they reach the top of the salary scale (36).

**5829.7 To consider and agree decision regarding greenhouse repair for allotment at Brecks Lane**

**Resolved :** A one-off payment of £100 to be paid accompanied by a letter confirming this is a gesture of goodwill and will not be repeated.

**5829.8 To receive the interim audit report**

**Resolved :** The interim audit report was noted and the Clerks thanked for their work.

**5830 To consider and agree response to resident requesting permission to use metal detector on Council land**

**Resolved :** To refuse metal detecting

**5831 To consider and agree response to resident request permission to use Sunnyside lane / Magna Lane for boot camp three mornings per week**

**Resolved :** To offer at £5 per hour with a minimum of 3 hours per week. Clerks given delegated powers for any pricing negotiations

**5832 To decide on the continuation of the contract for pest control at Brecks Lane allotments**

**Resolved :** To renew for one year at £48.75 per quarter and to be reviewed annually

**5833 To note and take any action on correspondence received :-**

**5833.2 Draft Working Agreement with RMBC – emailed to Councillors**

**5833.3 Election information and nomination papers – emailed to Councillors**

**5833.4 SYPTE consultation - Parkgate Link Road, Park & Ride and Taylors Lane Scheme: Public Consultation from 15 March – 16 April 2021 – emailed to Councillors**

All the above items were noted

**5834 Play Areas**

**5834.1 To receive a summary and agree actions for play inspections reports: -**

- i. Magna Lane  
Works carried out by contractor**
- ii. Ruby Cook**
- iii. Sunnyside**

Noted

**5835 To consider RMBC planning applications**

**5835.1 Planning weekly list 4 - 11**

The below planning applications were noted: -



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RB2021/0197 - The Pet Vet, 158 Doncaster Road Dalton - Single storey rear extension

RB2021/0112 - Land at 29 The Crescent West Sunnyside - Erection of 4 no. apartments including private drive access and parking & single garage

RB2021/0439 - Sunnyside Community Centre Flanderwell Lane Sunnyside - Erection of Steel Palisade Fencing

## **5836 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.

## **5837 To note dates of future committee meetings, events, and the next Parish Council**

### **Finance and Employment**

1<sup>st</sup> July 2021

### **Parish Council**

15<sup>th</sup> April 2021

**The meeting was closed at 20.10 pm**

Chairman.....



Date 22nd April 2021

