

Dalton Parish Council

Minutes of the Ordinary Meeting of Dalton Parish Council at 6.30pm 16th June 2022 held at Dalton Parish Hall

Members: Cllrs D Pickering (Vice-Chair, acting chair for meeting), S Pickering, M Bray, C Barron, C Malia, P Botham, K Oxley, J Workman

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

6035 To receive apologies for absence given in advance of the meeting

Cllrs M Gleadhall, R Gleadhall, J Carrington

6036 To consider the approval of reasons given for absence

Resolved: That reasons for absence are approved

6037 To note any declarations of interest on items to be discussed at this meeting

None

6038 To approve the minutes of the Council meeting held on 19th May 2022

Subject to amending D.Pickering as Vice-chair

Resolved: The minutes were accepted as a true record

6039 To note minutes of Sunnyside committee meeting

Resolved: The minutes were noted

6040 To note minutes of Finance and Employment committee meeting

Resolved: The minutes were noted

6041 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

6042 To note any issues from members of the public in attendance

None in attendance

6043 To consider any community matters from Councillors

Cllr had raised the issue of fly tipping. Clerks have requested an enforcement officer to attend a future meeting.

6044 To receive an update from the Police

No police in attendance

6045 To receive a verbal Clerk update regarding matters from previous meetings

6045.1 Review of Gala

6045.1.1 Final budget

It was noted the gala had all taken place within the assigned budget of £10000

6045.1.2 To confirm the donations received

Councillors were given a report of costings and donations received

6045.1.2.1 To confirm use for donations funds

Resolved : Donation funds to be used toward the community cafe

6045.1.3 To approve overtime hours

Resolved : Overtime hours approved for staff and to be either paid or taken as time of lieu

6045.1.4 To confirm any other payments in relation to the gala

Resolved : Payment of £100.00 to be made to Sunnyside allotment society as a thank you for the clearing of the path

6045.1.5 Chair thanks to all councillors, volunteers and staff

Thanks were given to everyone involved in a successful event

6045.1.6 Recommendations for changes

Possible car show, further food stalls. It was noted that due to the dates many organisations were already booked due to the popularity of the date.

6046 To consider financial matters including: -

**6046.1 The authorisation of payment of accounts since the last meeting
(distributed at the meeting)**

Resolved : The payments of accounts were authorised

DD	Litter Picker Mobiles	07/06/22	£23.14	EE and T.Mobile
DD	Pension Fee	03/06/22	£18.00	Smart Pension
DD	Pension	12/06/22	£762.67	Smart Pension
DD	Pension	17/06/22	£1,805.21	SYPS
DD	Bill for 20/4-20/5	19/06/22	£67.27	O2
DD	Bank Charges	22/06/22	£8.00	HSBC
DD	Electric 08/05-7/6	22/06/22	£127.29	British Gas
DD	Gas 1/3/22-24/5/22	11/06/22	£382.01	SSE
DD	Grass Cutting Contract	26/06/22	£1,314.48	RMBC
DD	Telephone & Broadband	28/06/22	£119.60	XLN Telecom

Dalton Parish Council

MM6

DD	Copying Charges	30/06/22	£19.46	Copy Print Scan Limited
BACS	New Camera & Cage	26/06/22	£540.00	PN Alarms Ltd
BACS	Sanitary Services	26/06/22	£585.90	Eden Washroom
BACS	Tree Maintenance BLA	26/06/22	£348.00	M & L Tree Services Ltd
BACS	Cleaning Products	26/06/22	£12.67	Ace Janitorial
BACS	Cleaning Products	26/06/22	£346.44	Ace Janitorial
BACS	Bus for Gala	26/06/22	£500.00	SYTM
BACS	Audit	26/06/22	£444.50	P Parkin Ltd
BACS	Expenses	26/06/22	£202.10	JHolsey
BACS	Lease Brecks Lane Allotments	26/06/22	£190.00	RMBC
BACS	PAYE	26/05/22	£1,049.34	HMRC
BACS	Memo of Fees	26/05/22	£36.00	R Ogle
BACS	Memo of Fees	26/05/22	£54.00	R Ogle
BACS	Salaries for May	26/05/22	£4,188.51	Various
BACS	Toilets for Gala	26/05/22	£282.00	Green Toilet Co
BACS	Inflatables/Stage for Gala	27/05/22	£5,821.80	DB Entertainment
DD	Bank Charges	30/06/22	£33.90	Unity Trust Bank

6046.2 To consider a grant application for Leverton Way

Resolved : Grant to be given for £1000 with a report of spend

6046.3 To confirm and review the bank statement to 30th April 2022

Resolved : Bank statement reviewed and confirmed to 30th April 2022

6046.4 To receive and approve the Community Infrastructure Levy (CILS) monitoring form 121B for the financial year 2021/2022

Resolved : The CILS monitoring form 121B for the financial year 2021/22 was approved

6046.5 To note the Fixed Assets Register figure for 2021/2022 included on page 5 of the Annual Governance and Accountability Return (AGAR)

Resolved : The fixed asset register figure for 2021/22 was noted

6046.6 To receive and note the Annual Internal Audit Report for 2021/2022 to be published on the parish council's website, also included on page 3 of the AGAR 2021/2022

Resolved : The annual internal audit report for 2021/2022 was noted and to be published

6046.7 To consider and approve Section 1 – Annual Governance Statement 2021/2022 for Dalton Parish Council on page 4 of the AGAR 2021/2022

Resolved : Section 1 – Annual Governance Statement 2021/2022 was approved

Dalton Parish Council

MMH

6046.8 To consider and approve Section 2 – Accounting Statements 2021/2022 for Dalton Parish Council on page 5 of the AGAR 2021/2022 (Signed by the RFO before being presented to Dalton Parish Council for approval)

Resolved : Section 2 – Accounting Statement 2021/2022 was approved and signed

6046.9 To set the dates for the period of public rights of inspection in relation to the AGAR for 2021/2022 (proposed dates commencing Monday 20th June 2022 and ending Friday 29th July 2022)

Resolved : The dates for the period of public rights of inspection in relation to the AGAR for 2021/2022 were set as Monday 20th June to Friday 29th July Inclusive

6046.10 To agree publication of the following documents under the Accounts and Audit Regulations 2015, prior to 1st July 2022:-

6046.10.1 Notice of the period for the exercise of public rights and a declaration that the accounts are unaudited

6046.10.2 Section 1 – AGAR 2021/2022 – approved and signed, page 4

6046.10.3 Section 2 – AGAR 2021/2022 – approved and signed page 5

6046.10.4 Internal Audit Report

Resolved : The council agreed to the publication of all the above documents under the accounts and audit regulations 2015. All documents will be published prior to the 1st July 2022

6046.11 To appoint the internal auditor for 2022/2023 and determine the level of audit required (last year of a 3 year contract)

Resolved : P.Parkin appointed as the internal auditor for the year 2022/2023

6047 To discuss and agree any actions with regard to enquiring re purchase of additional land at Dalton Parish Hall

Resolved : Enquiries to be made with RMBC to purchase a section of the land to the side of the current meeting room to the second window of the main hall. The use to be a further conference room.

6048 To discuss and agree further actions with regard to bike track

6048.1 Consultation methods

Resolved : Consultation methods to be : -

- Event at Dalton Parish Hall
- Meeting children in local schools
- Letter to local residents

6048.2 Timescales

To aim for the end of 2022 for consultations to be completed

6049 To discuss and agree options for drainage issues at Magna Lane Park

Dalton Parish Council

mmg

Two quotations had been received to jet the drains which had been inspected and causing flooding at Magna lane park.

Resolved : To proceed with the quotation from RMBC for works to jet drains

6050 To consider any general correspondence and publications including:-

6050.1 To receive a summary and agree any actions for play inspections reports

None received

6050.2 Markets and Library re-development consultation

Details were emailed to all councillors

6051 To consider planning matters including new planning applications in Dalton

6051.1 Planning: - 21 – 24 (List 24 items to be emailed to councillors prior to the meeting)

Resolved: The below planning items were noted: -

No planning items listed

6052 To notify the Parish Clerk for any matters for inclusion on a future agenda

Fly tipping

6053 To note dates of future committee meetings, events, and the next Parish Council

Parish Council – 6:30pm

21st July 2022

15th Sept 2022

20th Oct 2022

17th Nov 2022

Other Meetings / Events

Dalton Parish Council Community Café held on the above dates at 10am – 12 at Dalton Parish Hall

Finance Meeting

7th July 2022

The meeting was closed at 19.59 pm

Chairman..... *M. Gleadhall* **Date 21st July 2022**