

A.

Dalton Parish Council

Minutes of the Ordinary Meeting of Dalton Parish Council at 6.30pm 15th June 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

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

6231 To receive apologies for absence given in advance of the meeting

Cllrs M Gleadhall, R Gleadhall, J Carrington, R Fox

6232 To consider the approval of reasons given for absence

Resolved : Reasons for absence were approved

6233 To note any declarations of interest on items to be discussed at this meeting

None

6234 To approve the minutes of the Council meeting held on 18th May 2023

Resolved: The minutes were accepted as a true record

6235 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

6236 To note any issues from members of the public in attendance

None in attendance

6237 To consider any community matters from Councillors

None

6238 To receive a verbal Clerk update regarding matters from previous meetings

All items included within the agenda

6239 To consider financial matters including: -

6239.1 The authorisation of payment of accounts since the last meeting (distributed at the meeting)

Resolved : The below payments of accounts were approved: -

CHQS/DD	Transaction Detail	Date Paid	Total	Payee Name
DD	Bank Charges	22/06/2023	£8.00	HSBC
DD	Mobile Phones	07/06/2023	£13.22	EE
DD	Pension Fee	01/06/2023	£18.00	Smart Pension



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DD	Pension	10/06/2023	£805.39	Smart Pension
DD	Pension	19/06/2023	£2,111.70	SYPA
DD	Mobile Phones	19/06/2023	£82.33	O2
DD	Photocopying	28/06/2023	£59.61	Copy Print Scan Ltd
DD	Phone/Broadband	28/05/2023	£136.83	XLN Telecom
DD	Electricity	12/06/2023	£314.85	Scottish Power
BACS	Tax & Ni	26/05/2023	£1,120.09	HMRC
BACS	Salaries May	26/05/2023	£4,228.10	Various
BACS	Memo of Fee's	26/05/2023	£57.60	R Ogle
BACS	Legionella Remedial Works	26/06/2023	£377.42	High Pressure Plumbing
BACS	Expenses	26/06/2023	£41.17	J Holsey
BACS	Boiler Repair	26/06/2023	£65.00	Hicks Facility Services
BACS	Deposit Refund	26/06/2023	£50.00	S Hussain
BACS	Tree Survey re Planning Magna	26/06/2023	£120.00	Wharncliffe Consultancy
BACS	Tree Reports	26/06/2023	£1,130.00	Wharncliffe Consultancy
BACS	Magna Lane Play Repairs	26/06/2023	£689.13	HAGS - SMP Ltd
BACS	Bar Refurb SSCC	26/06/2023	£15,480.00	SBS Ltd
BACS	Cooler SSCC	26/06/2023	£630.00	Dan Air Conditioning
BACS	Premises License	26/06/2023	£720.00	RMBC
BACS	Expenses	26/06/2023	£260.83	J Holsey
BACS	Skip for Sunnyside Allotments	26/06/2023	£228.00	KCM Ltd
BACS	Remainder of audit fee	26/06/2023	£116.25	Phil Parkin Limited
BACS	Holiday Club & Seated Exercise	26/06/2023	£760.00	Activ Regen
BACS	HR Support Package	26/06/2023	£720.00	VAR
BACS	Repair to Shutter	26/06/2023	£100.00	RP Manufacturing
BACS	Year End	26/06/2023	£906.00	Rialtas Ltd
BACS	Annual Hygiene Visits	26/06/2023	£585.90	Eden Washroom Services
DD	Scottish Power	26/06/2023	£108.38	Electricity 30/5-12/6
DD	SSE	26/06/2023	£1,546.14	Gas 28/2-17/5

6239.2 To receive and agree bank reconciliation to April 2023

Resolved : The bank reconciliation was agreed to April 2023

6239.3 To receive and approve the Community Infrastructure Levy (CILS) monitoring form 121B for the financial year 2022/2023

Resolved : CILS monitoring form 121B approved for the financial year 2022/2023

6239.4 To note the fixed asset register figure for 2022/2023 included on page 5 of the Annual Governance and Accountability Return (AGAR)

Resolved : The fixed asset register figure of £888846 was noted and approved



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6239.5 To receive and note the Annual Internal Audit Report from Phil Parkin Limited for 2022/2023 to be published on the parish councils website, also included on page 3 of the AGAR 2022/2023

Resolved : The annual internal audit report from Phil Parkin Limited for 2022/23 was noted and to be published on the parish council's website and included on page 3 of the AGAR 22/23

6239.6 To consider and approve Section 1 – Annual Governance Statement 2022/2023 for Dalton Parish Council on page 4 of the AGAR 2022/2023

Resolved : Section 1 – Annual Governance Statement 2022/23 for Dalton Parish Council on page 4 of the AGAR 2022/23 was approved

6239.7 To consider and approve Section 2 – Accounting Statements 2022/2023 for Dalton Parish Council on page 5 of the AGAR 2022/2023 (Signed by the RFO before being presented to Dalton Parish Council for approval)

Resolved : Section 2 – Accounting Statements 2022/23 for Dalton Parish Council on page 5 of the AGAR 2022/23 was approved

6239.8 To set the dates for the period of public rights of inspection in relation to the AGAR for 2022/2023 (proposed dates commencing Monday 26th June 2023 and ending Friday 4th August 2023 with announcement to be made at least the working day before)

Resolved : The dates for the period of public rights of inspection in relation to the AGAR for 22/23 were agreed as 26th June 2023 to 4th August 2023 and with announcement to be made at least the working day before

6239.9 To agree publication of the following documents under the Accounts and Audit Regulations 2015, prior to 1st July 2023:-

6239.9.1 Notice of the period for the exercise of public rights (as agreed in point 6239.8 above) and a declaration that the accounts are unaudited

6239.9.2 Section 1 – AGAR 2022/2023 – approved and signed, page 4

6239.9.3 Section 2 – AGAR 2022/2023 – approved and signed page 5

6239.9.4 Internal Audit Report

Resolved : Approved for the publication of the following documents under the accounts and audit regulations prior to 1st July 2023: -

- Notice of the period for the exercise of public rights – 26th June 2023 to 4th August 2023

- Section 1 – Signed and approved AGAR 22/23

- Section 2 – Signed and approved AGAR 22/23

- Internal Audit Report

6239.10 To appoint the internal auditor for 2023/2024

Resolved : FH Accountancy appointed as internal auditor for 2023/2024

6240 To consider any general correspondence and publications including:-

6240.1 To receive a summary and agree any actions for play inspections reports



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Noted Ruby Cook play area floor to be resurfaced in the next few weeks

- 6241 **To consider pricing for security / fencing at Sunnyside allotments and agree a way forward**
- One quotation received so far for 74m, awaiting further quotes. Item to be raised on the July agenda
- 6242 **To decide on the colour scheme for internal painting Dalton Parish Hall**
- Resolved : White coffee walls, at the beach gloss, mocha blinds**
- 6243 **To consider tree report for Ruby Cook Recreation Ground**
- Resolved : Two trees to fell, severe ivy at base on two trees, pricing to be obtained for works**
- 6244 **To consider if to give permission to Wickersley Youth Football Club to apply for a grant for a new kitchen at their leased premises of Ruby Cook Recreation Ground**
- Resolved : Permission given to Wickersley Youth Football Club to apply for a grant for a new kitchen at their leased premises.**
- 6245 **To consider a grant request from Yorkshire Air Ambulance**
- Resolved : A donation of £500 to be granted.**
- 6246 **To receive letter from hirer of Sunnyside Community Centre and consider action to be taken**
- Resolved : To re-offer the group the meeting as previously offered, and not taken up by them. Cllrs to attend M Bray, P Botham, C Malia**
- 6247 **To consider and agree changes to governance of Brecks Lane allotments for fires**
- Resolved : To alter agreements to state no fires before 6pm or after 10pm and to include the relevant section regarding fires from the allotment society alliance.**
- 6248 **To consider a plumbed water boiler for Sunnyside Community Centre**
- Resolved : Approved to purchase water boiler and associated installation costs.**
- 6249 **To discuss and agree action for the pathway at Magna Lane park in terms of flooding**
- A meeting has been arranged for a site visit to consider options – to be considered at a future meeting,
- 6250 **To receive an update with regard to travellers at Ruby Cook recreation ground**



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The council were updated with the issues that had arisen at Ruby Cook and the steps taken to remove the travellers. The Clerks met Wickersley Youth to discuss options for increased security and the particular areas of concern.

6250.1 To consider and agree permission for Wickersley Youth to proceed with security changes to the site

Resolved : To permit Wickersley Youth to make the security changes to the site – entrance barrier, new lock, trench on particular problem areas of potential access.

6251 To consider planning matters including new planning applications in Dalton
6251.1 Planning: - 20 – 23 (List 23 items to be emailed to councillors prior to the meeting)

Resolved : The below items were noted: -

RB2023/0707 - 7 Beech Avenue Brecks - Demolition of existing conservatory and erection of first floor side extension, first floor rear extension, single storey rear extension, single storey front extension, creation of rooms in the roofspace with dormer window to rear

RB2023/0670 - 390 Markfield Drive Flanderwell - Single storey side and rear extension

6252 To notify the Parish Clerk for any matters for inclusion on a future agenda

None

6253 To note dates of future committee meetings, events, and the next Parish Council

Parish Council – 6:30pm

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 9.00am – 12.30 at Dalton Parish Hall

Finance Meeting – 6:30pm

6th July 2023

Sunnyside Charity Meeting – 6pm

20th July 2023

Sunnyside Committee Meeting – 6:30pm

14th September 2023

The meeting was closed at 20.00pm

Chairman.....  **Date 20th July 2023**