

Dalton Parish Council

Minutes of the Ordinary Parish Council Meeting of 6.30pm 18th July 2019 held at Dalton Parish Council

Members: Cllrs D Pickering (Chair), R Gleadhall (Vice-Chair), M Gleadhall, B Boyle, R Fox, N McHale, P Botham, C Malia, C Barron, S Pickering, M Wilcox

In Attendance: R Chico (Clerk), J Holsey (Clerk), One member of the public

5615 To receive and accept apologies for absence

None, J Carrington was not in attendance.

5616 To note any declarations of interest on items to be discussed at this meeting

Cllr D Pickering - planning
Cllr C Malia and Cllr R Fox - grant application for Danes View

5617 To approve the minutes of the Council meeting held on 20th June 2019

Resolved: Subject to the amendment of the time, the minutes were accepted as a true record

5618 To receive the approved minutes of the Finance and Employment committee held on 6th June 2019

The minutes were distributed at the meeting and were noted.

5618.1 To receive a verbal update of the finance and employment committee meeting held on 4th July 2019

A verbal update of the meeting was given to the council and noted.

5619 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 : Item 5627 to be excluded to due employment information.

5620 To note any issues from members of the public in attendance

No items raised. On overview was given of the Parish Council and co-option.

5621 To consider any community matters from Councillors

Discussion took place with regard to the land sold to the NHS and the history of the process. This was raised following the current land owners making contact with regard to covenants on the land. Land owner is looking into the item with his solicitors, no action to be taken until a response is received.

Cllr Wilcox informed the Council of the Start-A-Heart event.



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It was noted that Cllr Wilcox has contacted RMBC with regard to the state of the roads with weeds and debris. Parish Council to follow up on the email with support for a resolve to the issue.

5623 To note matters arising from the minutes of the Council Meeting of 20th June 2019

Noted

5624 To consider financial matters including:-

5624.1 The authorisation of payment of accounts since the last meeting

Resolved : The below payments of accounts were authorised: -

RMBC	Grounds Maintenance Contract	1797.74
British Gas	Electric Charges Brecks CC 4/3-3/6	167.11
British Gas	Electric Charges DPH 6/4-5/6	467.42
British Gas	Gas Charges - Brecks CC 6/3-4/6	662.21
RMBC	Brecks CC – Rates	53.00
RMBC	Ruby Cook – Rates	196.00
BT	Parish Hall Landlines x 2	94.20
EE	Litter Pickers Mobiles	20.50
British Gas	Electric Charges - DPH 1/4-18/6	48.74
Smart Pension	Pension	606.94
O2	07887623674	24.30
Mrs K Butler	Refund Deposit for room hire 6/7	50.00
Mrs C Bates	Refund Deposit for room hire 14/7	50.00
S Richardson	Refund Ruby Cooke - 2 Games	82.00
KCM Waste Management Limited	Skip - Sunnyside Allotments	216.00
Mr P Brooks	Roller Shutter Repair - DPH	120.00
Chubb Fire & Security Ltd	Annual Fire Safety Service Contract	332.14
Robert Ogle	Payroll services	28.80
HMRC	Tax & Ni for Month 4	1061.44
Monthly Salaries	Staff Salaries & Redundancy Paymt - Month 4	6519.77
ICO	Information Commissioners Office Registration	40.00
J Holsey	J Holsey – Expenses	87.21

5624.2 To consider a grant application for Danes View Centre

Cllr C Malia and Cllr R Fox left the room for the discussion and decision with regard to the grant.

Resolved : To issue a grant of £1000



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5624.3 To accept and approve the investment policy

Resolved : To accept and approve the investment policy

5624.3.1 To agree the specific financial investments for Dalton Parish Council

Discussions took place with regard to available options and the reasoning of spreading the financial risk to the council by holding only up to the limit protected under the FSA.

Resolved : To proceed with three accounts, 1 year, 95 day and instant access. Item to be taken to an extra ordinary Finance and Employment Committee meeting to confirm specific policies to proceed with.

5624.4 To agree utilities contract provider and terms for the Parish Hall

Resolved : To proceed with the 3 year contract option.

5625 To agree and approve documentation for GDPR

5625.1 Information audit

A large scale version of the information audit carried out by the Clerks was presented at the meeting to give Councillors an overview of the progress to implement the policies which follow.

Resolved : The following policies and documents were approved.

5625.2 Overall Policy

5625.3 General Privacy Notice

5625.4 Subject access request

5625.5 Privacy notice, employees and councillors

5625.6 Document retention policy

5625.7 Data Breach response policy

5625.8 Consent forms

5625.8.1 Councillors

5625.8.2 General

5625.8.3 Volunteers

5625.9 The further information options for Councillors was noted

5626 To consider any general correspondence and publications, including: -

5626.1 To note the resignation of Cllr R Fox for the Sunnyside Community Centre

Resolved : The resignation of Cllr R Fox for Sunnyside Community Centre was noted

5626.2 To receive information from the police with regard to operation Duxford

The press release from the police was made available to Councillors at the meeting.

5627 To confirm the website is in place and to request Councillors to review and email into the Clerk of any additions and alterations.

This item was noted.

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5628 To discuss and agree future plans for Brecks Community Centre

5628.1 To receive an update regarding feedback of the letter distributed on 1st July

420 letters were sent out to the Brecks residents and hand delivered by the litter pickers. 12 replies had been received, of which not all were in favour of the centre staying open.

Discussions took place around the use of the building, the building maintenance issues and finance and employment.

5628.2 To agree the future plan for the centre

Resolved : To serve notice for the lease for Brecks community centre with immediate effect. Consequently the necessary steps with regard to the impact on HR to be taken.

5629 To agree order of service and arrangements for Remembrance Service

Discussion took place regarding the current booklet and it was decided to re-brand the booklet and have a copy on the website for people to download. One of the two purchased wreaths will be laid at Thrybergh.

Resolved : Clerks to finalise details with Chair of the Parish Council

5630 To discuss and agree details for Christmas arrangements

5630.1 Highway decorations

5630.1.1 Price for trees on Doncaster Road

Resolved : To proceed with the purchased lights for Doncaster Road as per the three year agreement.

5630.1.2 Price for other illuminations – Brecks / Woodlathes / Sunnyside – Final year of three year contract term

It was noted that the Council are in a three year terms for the Christmas lights and this will be the final year of the contract.

5630.2 Christmas Functions

The Clerks updated the Council that they had sourced some gifts through community liaison at local supermarkets.

5630.2.1 Sunnyside Community Centre

5630.2.2 Dalton Parish Hall

Resolved : Attendance at the functions to be by recommendation of councillors. Dates to be considered and brought to the next meeting. To proceed with charity option for catering.

5631 To consider planning and licensing matters including new planning applications in Dalton:



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Resolved : The below planning applications were noted: -

RB2019/0842 - 4 Davy Drive Sunnyside - Single storey side extension

RB2019/0862 - 3 Bluebell Wood Lane Sunnyside – Two storey side and single storey extension creating link to existing detached garage

RB2019/0877 - Trinity Croft C of E School Dalton Lane Dalton - Erection of cabin to consist of 2No. Classroom teaching spaces, store rooms and w/c

RB2019/1023 - Erection of 2 No. units for Class C2 use (Residential Institutions) - Residential Development land at Conway Crescent East Herringthorpe

RB2019/0700 - The Brush and Easel Fleming Way Flanderwell - Erection of pergola, fixed seating & picket fencing

RB2019/0720 - 17 Fleming Way Flanderwell - Single storey rear extension

5632 To notify the Parish Clerk for any matters for inclusion on a future agenda

No items, Cllrs asked to email or call with any items they wish to add.

5633 To note the dates of the next meeting: -

Finance and staffing

5th September 2019

3rd October 2019

7th November 2019

5th December 2019

6th February 2020

5th March 2020

Parish Council

19th September 2019

17th October 2019

21st November 2019

19th December 2019

16th January 2020

20th February 2020

19th March 2020

The meeting was closed at 7:50pm

Chairperson.....



Date ~~18th July 2019~~

19th September 2019

