

Dalton Parish Council

Minutes of the Extra Ordinary Meeting of 10th June 2020 held remotely by Dalton Parish Council

Members: Cllrs D Pickering (Chair), R Gleadhall, M Gleadhall,
S Pickering, Martin Bray and R Fox

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

5709 To receive and accept apologies and reason for absence

Cllrs N Mchale, P Botham and B Boyle

Resolved: To accept the apologies and reasons for absence from the above-mentioned Councillors.

5710 To note any declarations of interest on items to be discussed on the agenda

None

5711 To approve the minutes of the Ordinary Meeting meeting held on 27th February 2020

Resolved: The minutes were accepted as a true record

5712 To receive the approved minutes of the Finance & Employment Meeting held on 6th February 2020

The minutes distributed as an appendix were noted

5713 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

5714 To note any issues from members of the public in attendance

No public in attendance

5715 To note matters arising from the minutes of the Council Meeting of 27th July 2020

5702.7 – Equipment purchased totalled £1469 plus VAT – a slight increase due to increase in supplier costs. The two other quotes were well in excess of the revised figure.

5704.11 - Brecks Lane Allotments tidy up with the probation service was cancelled due to Covid 19.

5716 To approve the retrospective and ongoing delegated powers to the Clerks after reference to the Chair and Vice Chair of the Council until face to face meetings can resume

Dave Pickering



Dalton Parish Council

Resolved: that Council approves the retrospective delegated powers and agrees the ongoing delegated powers to the Clerks until face to face meetings can resume.

5717 To note latest advice from NALC – L01-20, with reference to remote meetings and particularly that there is no requirement to hold an annual meeting

Members noted the advice, which was distributed as an appendix prior to the meeting.

5718 To consider financial matters including: -

5718.1 The authorisation of payment of accounts since the last meeting

Resolved: - That the payments below, distributed as an appendix prior to the meeting are approved.

103073	Mayor's Charity re Easter Egg	02/03/2020	£100.00	Mayor's Charity
103074	Cleaning Materials	02/03/2020	£38.30	Ace Janitorial
103075	Pension	04/03/2020	£743.28	SYPS
BACS	HSBC Stop Chq Fee Taken twice by HSBC - To	04/03/2020	£10.00	HSBC Stop Chq Fee
BACS	Refund	05/03/2020	£10.00	HSBC Stop Chq Fee
DD	BT Bill for February	08/03/2020	£100.92	British Telecom
DD	Litter Pickers Mobiles	08/03/2020	£20.50	EE and T.Mobile
103076	Pension	11/03/2020	£1,059.16	SYPA
103077	Memo of fees 113940	11/03/2020	£42.00	Robert Ogle
Various	Month 12 Salaries	11/03/2020	£5,478.92	Various
103078	PAYE	11/03/2020	£1,228.54	HMRC
103084	T Rowley	11/03/2020	£250.00	T Rowley
DD	Pension	12/03/2020	£590.97	Smart Pension
DD	Water Ruby Cook 21/11-27/2 A Jukes HH Deposit refund	13/03/2020	£1.49	Business Stream
103086	29/2 Magna Lane Play Area	16/03/2020	£50.00	A Jukes
103087	Repairs	16/03/2020	£1,363.34	HAQS SMP
103088	J Holsey - Expenses	16/03/2020	£141.65	J Holsey
103089	Computer Remote Working T Mounsey - Overpaymt Ref	16/03/2020	£1,762.80	Cynetix Group Ltd
103090	12/9	18/03/2020	£6.30	T Mounsey
DD	Gas DPH February	20/03/2020	£400.91	CNG Power Up
DD	Ruby Cook Gas - February Final Pymt Back Pymt for	20/03/2020	£65.91	CNG Power Up
DD	Rates	20/03/2020	£2,503.00	Rotherham MBC
103091	Bond Reimbursement 7/3	20/03/2020	£50.00	S Atkinson
DD	Mobile Bill 07887 623674 Brecks Lane Allotments 25/3-	21/03/2020	£25.10	O2
103092	23	23/03/2020	£190.00	RMBC
103093	Brecks Lane Hedge Works	24/03/2020	£210.34	Rotherham MBC
103094	Hedge Cutt'g-Central Ave-	24/03/2020	£266.40	Rotherham MBC

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Green					
103095	YLCA Membership Fee	24/03/2020	£1,097.00	YLCA	
DD	Electricity 1/2-29/2	25/03/2020	£21.11	British Gas	
DD	Grounds Maintenance 19-20	26/03/2020	£1,797.74	Rotherham MBC	
DD	DPH Electricity 8/12-7/3	27/03/2020	£460.17	British Gas	
DD	Photocopying for February	29/03/2020	£19.12	Copy Print Scan Limited	Scan Ltd
103096	Printer Ink	30/03/2020	£38.00	Cartridge World	
103097	Replacement Salary Chq's	30/03/2020	£499.00	Employee	
103098	Replacement Salary Chq's	30/03/2020	£499.00	Employee	
103099	Replacement Salary Chq's	30/03/2020	£499.00	Employee	
103100	Replacement Salary Chq's	30/03/2020	£190.81	Employee	
103085	Water Plus	30/03/2020	£72.63	Water Plus	
103101	Pension - Dup chq issued	31/03/2020	£743.28	SYPA	
DD	Bill for March 2020	06/04/2020	£20.50	EE and T.Mobile	
DD	Bill for March	06/04/2020	£101.32	British Telecom	
DD	Smart Pension	14/04/2020	£590.97	Smart Pension	
103102	Memo of Fees 114009	16/04/2020	£42.00	Robert Ogle	
Various	Salaries	16/04/2020	£2,770.61	Various	
103108	PAYE	16/04/2020	£407.29	HMRC	
103109	P A Mumford Pest Control				
103109	BLA	16/04/2020	£48.75	P A Mumford Green Pastures	
DD	Gas DPH March	20/04/2020	£387.99	CNG Power Up	
DD	Gas Ruby Cook March	20/04/2020	£102.24	CNG Power Up	
DD	Rates DPH	20/04/2020	£249.90	Rotherham MBC	
DD	Final Payment 602664415	20/04/2020	£22.00	British Gas	
DD	Mobile Bill x 2	21/04/2020	£95.14	O2	
DD	DPH Water 10/1-9/4	27/04/2020	£129.01	Business Stream	
DD	Grounds Maintenance 19-20	27/04/2020	£1,797.69	Rotherham MBC	
DD	Photocopying for March	28/04/2020	£33.80	Copy Print Scan Limited	
103111	SLCC Membership	04/05/2020	£202.00	SLCC	
103112	Clerks Charity Training	04/05/2020	£30.00	YLCA	
103113	BLA Water 16/1-15/4	04/05/2020	£12.88	Business Stream	
103114	Expenses - JH	05/05/2020	£37.35	J Holsey	
103115	Water - Ruby Cook Rec	05/05/2020	£42.32	Water Plus	
DD	Bill for April	07/05/2020	£166.36	British Telecom	
DD	Litter Pickers Mobiles	07/05/2020	£20.93	EE and T.Mobile	
103116	Year End Closedown	10/05/2020	£672.00	Rialtas Business Solutions	
DD	Pension	12/05/2020	£666.27	Smart Pension	
Various	Salaries	18/05/2020	£2,818.33	Various	
103122	PAYE	18/05/2020	£427.32	HMRC	
103123	Memo of Fees 114119	18/05/2020	£42.00	Robert Ogle	
103124	Training Inv 182-2021	18/05/2020	£18.75	YLCA	
DD	Bill for April	20/05/2020	£88.51	O2	
DD	Gas DPH - April	20/05/2020	£89.53	CNG Power Up	
DD	Ruby Cook Gas - April	20/05/2020	£87.33	CNG Power Up	
DD	Gas - DPH April	20/05/2020	£89.53	CNG Power Up	
DD	Gas - Ruby Cook April	20/05/2020	£87.33	CNG Power Up	
DD	Ruby Cook Electricity 2/2-1/5	22/05/2020	£67.38	British Gas	

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DD	Grass Cutting Contract	26/05/2020	£1,977.43	Rotherham MBC
DD	Photocopy Charges	29/05/2020	£12.00	Copy Print Scan Limited

5718.2 The authorisation of the annual standing orders and direct debit payments

Resolved: - That annual standing orders/direct debits payments, distributed as an appendix prior to the meeting and listed below are approved: -

BT & XLN Telecom – Phone and Broadband

EE & T Mobile – Mobile phones

SYPA – Pension Scheme

Smart Pension – Pension Scheme

Business Stream – Water

CNG Power Up – Gas & Electric

Rotherham MBC – Rates/Grass Cutting

02 – Mobile Phones

British Gas – Gas and Electric

Copy Print Scan Ltd – Photocopier

ICO – Information Commissioners Office

TV Licensing – TV License

5718.3 To receive and approve the Community Infrastructure Levy (CILS) Monitoring Form 121B for the Financial Year 2019/2020

Resolved: - that the 121B form, which was distributed as an appendix prior to the meeting be approved.

5718.4 To receive and approve the Risk Assessment for 1st April 2020/31st March 2021 as recommended by the Finance Committee

Resolved: - that the Risk Assessment, which was distributed as an appendix prior to the meeting be approved.

5718.5 To note the restated Fixed Assets for 2018/2019 included in page 5 of the Annual Governance and Accountability Return 2019/2020 and the letter to external auditor with explanation of the restated figure

Resolved: - that the restated Fixed Assets figure and the letter to the external auditor, which were distributed as an appendix prior to the meeting and letter be noted.

5718.6 To note the Fixed Assets Register figure for 2019/2020 included on page 5 of the Annual Governance and Accountability Return 2019/2020

Resolved: - that the Fixed Asset figure, which was distributed as an appendix prior to the meeting be noted.



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5718.7 To note the Annual Internal Audit Report for 2019/2020 also included on page 3 of the Annual Governance and Accountability Return 2019/2020

Resolved: - that the Annual Internal Audit Report, which was distributed as an appendix prior to the meeting be noted.

5718.8 To consider and approve Section 1 – Annual Governance Statement 2019/2020 for Dalton Parish Council on Page 4 of the Annual Governance and Accountability Return 2019/2020

Resolved: - That the Annual Governance Statement 2019/2020, which was distributed as an appendix prior to the meeting be approved.

5718.9 To consider and approve Section 2 – Accounting Statements 2019/2020 for Dalton Parish Council on Page 5 of the Annual Governance and Accountability Return 2019/2020

Resolved: - that the Accounting Statements for 2019/2020, which were distributed as an appendix prior to the meeting be approved.

5718.10 To approve the publication of documents required by Accounts and Audit Regulations 2015

Resolved: - That the documents required by the Accounts and Audit Regulations 2015 be approved for publication.

5718.11 To appoint the internal auditor for 2020/21 and determine the level of internal audit required

Members were provided with a report and recommendations as an appendix prior to the meeting to consider the three quotes received.

Resolved: - that quotation 2 be accepted, to include an interim audit.

The meeting was closed at 7:05pm

Chairperson.......... Date...16th July 2020

