

# Dalton Parish Council

## Minutes of the Annual Meeting of Dalton Parish Council at 6.30pm 15<sup>th</sup> May 2025 held at Dalton Parish Hall

Members: Cllrs D Pickering, S Pickering, C Malia, K Mackenzie, R Holsey, J Carrington, C Malia, I.C.Barron, J Workman, G Walker

In Attendance: R Chico (Clerk), J Holsey (Clerk), Two members of the public

**6631 To elect the Chairperson of the Council for 2025-26 and to receive Chairpersons declaration of office**

Nominations were received for Cllr D Pickering, K Oxley and J Workman.

**Resolved : To appoint Cllr D Pickering as Chairperson of the council for 2025-26 and receive declaration of office**

**6632 To elect the Vice-chairperson of the Council for 2025-26 and to receive Vice-chairpersons declaration of office**

**Resolved : To appoint Cllr J Workman as Vice-chairperson of the council for 2025-26 and receive declaration of office**

**6633 To receive apologies for absence given in advance of the meeting**

Cllr K Oxley

**6634 To consider the approval of reasons given for absence**

**Resolved : Reasons given for absence approved**

**6635 To note any declarations of interest on items to be discussed at this meeting**

Cllr J Carrington declared an interest on item 6650

**6636 To approve the minutes of the Ordinary meeting held on 17<sup>th</sup> April 2025**

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

**6637 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

**6638 To consider co-option for Councillor vacancies**

One member of the public was present for co-option consideration

**Resolved : To co-opt G Walker**

**6639 To note any issues from members of the public in attendance**

Two members of the public in attendance with regard to items regarding Norwood Street allotments around water supply. Both aired their concerns regarding water supply. This item is discussed by the council in item 6650

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## **6640 To consider any community matters from Councillors**

Cllr Workman raised information regarding a former veteran of Sunnyside and an article relating to her services to the community.

## **6641 To receive a verbal Clerk update regarding matters from previous meetings**

The wayleave is completed along with the works which were due to be completed on the day the meeting was held.

## **6642 To review the committees of the Council** **6642.1 To re-note councillors code of conduct**

**Resolved : Councillors code of conduct noted**

### **6642.2 To re-note civility and respect pledge**

**Resolved : Civility and respect pledge noted and certificate signed**

### **6642.3 Finance and employment terms of reference**

**Resolved : Finance and employment terms of reference were accepted**

### **6642.4 Sunnyside community centre terms of reference**

**Resolved : Sunnyside community centre terms of reference were accepted**

## **6643 To elect members to the Committees of the Council** **6643.1 Finance and employment**

**Resolved : Cllrs K Mackenzie, C Malia, J Workman, S Pickering, D Pickering and K Oxley were elected to the finance and employment committee**

### **6643.2 Sunnyside community centre (4) Councillors (4) Volunteers (from different user groups from the centre)**

**Resolved : Cllrs D Pickering, K Oxley, C Malia and J Workman were elected to the Sunnyside community centre committee. Along with J Perkins and B Palliser as community volunteers**

### **6643.3 To elect representative for YLCA**

**Resolved : Cllr D Pickering elected as representative for YLCA**

## **6644 To review and adopt standing orders**

Front sheet to be updated and 24 to be removed from contents page.

**Resolved : Subject to the above amendments standing orders to be adopted**

## **6645 To review and adopt financial regulations**

**Resolved : Financial regulations were reviewed and adopted**

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**6646 To approve the financial risk assessment for 2025/26**

**Resolved : Financial risk assessment for 2025/26 approved**

**6647 To review effectiveness of internal controls**

**Resolved : The effectiveness of internal controls were reviewed as effective**

**6648 To consider financial items including: -**

**6648.1 The authorisation of payment of accounts since the last meeting (distributed at the meeting)**

**Resolved : The below payments of accounts were approved: -**

	Transaction Detail	Date Paid	Total	Payee Name
DD	Telephone & Broadband	28/05/2025	£ 154.50	XLN Telecom
DD	DPH Electric 9/4-13/5	27/05/2025	£ 435.89	Scottish Power
DD	Website Fee	14/05/2025	£ 11.99	Hugo Fox
DD	Pension Fee	07/05/2025	£ 26.40	Smart Pension
DD	Pension	12/05/2025	£ 962.79	Smart Pension
DD	Pension	19/05/2025	£ 2,288.99	SYPA
DD	Mobile Phone	20/05/2025	£ 104.47	O2
DD	Photocopying	30/05/2025	£ 151.17	Copy Print Scan
DD	Water Brecks Allotments 12/1-11/4	30/04/2025	£ 6.77	Business Stream
DD	Water - DPH	02/05/2025	£ 199.51	Business Stream
DD	Gas 27/3-29/4	13/05/2025	£ 129.75	British Gas
DD	Bank Charges	22/05/2025	£ 8.00	HSBC
BACS	Deposit Refund HH 3/5/2025	26/05/2025	£ 50.00	Hall Hirer ( SS)
BACS	Deposit Refund HH 26/4/2025	26/05/2025	£ 50.00	Hall Hirer ( AAS)
DD	Bank Charges	31/05/2025	£ 12.90	Unity Trust Bank
BACS	Expenses	26/05/2025	£ 28.80	Clerk
BACS	Year end	26/05/2025	£ 1,046.40	Rialtas
BACS	Deposit - Floor Refurb DPH	26/05/2025	£ 1,195.20	Floor Angels
BACS	Jetting of Drain - DPH	26/05/2025	£ 114.00	Lanes for Drains
BACS	Hand Rail Removal - Magna Lane Rec	26/05/2025	£ 1,116.00	KDS Construction Ltd
BACS	SLCC Membership Fee	26/05/2025	£ 360.00	SLCC
BACS	YLCA Course	26/05/2025	£ 27.40	YLCA
BACS	Solicitor Fee - Wayleave	26/05/2025	£ 900.00	Arthur Jackson
BACS	Xmas Lights Repairs, Storage & Testing	26/05/2025	£ 3,879.60	Acorn Festive Lights
BACS	Mnthly Grounds Maintenance			Sheds Ground
BACS	Contract	26/05/2025	£ 1,768.13	Maintenance
BACS	Internal Audit	26/05/2025	£ 607.60	FH Accountancy Services
BACS	Tax & Ni	26/05/2025	£ 1,591.57	HMRC
BACS	Payroll Fee	26/05/2025	£ 63.60	Robert Ogle
BACS	Salaries	26/05/2025	£ 4,779.71	Various
BACS	Transfer of Funds	ASAP	£ 84,300.00	Hampshire Trust Bank
BACS	Floor Refurb for SSCC	26/05/2025	£ 2,482.00	Floor Angels

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## **6648.2 To agree the annual standing orders and direct debit payments**

**Resolved :** The below annual standing orders and direct debit payments were approved: -

1. Copy Print Scan
2. Smart Pension
3. South Yorkshire Pension Scheme
4. O2
5. British Gas ( Gas)
6. Rotherham MBC
7. XLN Telecom ( Daisy)
8. ICO
9. EE and T Mobile
10. Scottish Water
11. Salaries
12. HMRC
13. TV License
14. Scottish Power
15. Biffa Waste Services
16. HSBC – Bank Charges
17. Unity Trust Bank - Bank Charges
18. Business Stream
19. Hugo Fox – Go Cardless - Website Fee
20. Scottish Power ( Electric)

## **6648.3 To receive and agree bank reconciliation to 31<sup>st</sup> March 2025**

**Resolved :** The bank reconciliation was received and approved to 31<sup>st</sup> March 2025

## **6648.4 To approve the reserves policy for 2024/25**

**Resolved :** The reserves policy for 2024/25 was approved

## **6648.5 To review and agree all bank signatories**

**Resolved :** Bank signatories as per below:-

**Dalton Parish Council Accounts:-**

**HSBC – Cllrs D Pickering, J Workman, K Mackenzie and C Malia**

**Unity Trust Bank – Cllrs D Pickering, K Oxley, J Workman and K MacKenzie plus Clerk R Chico**

**United Trust Bank – Cllrs J Workman, C Malia, S Pickering and K Mackenzie**

**Hampshire Trust Bank (HTB) – Cllrs D Pickering, C Malia, K Oxley and K Mackenzie**

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**Redwood Bank – Cllrs D Pickering, J Workman, C Malia and K Oxley**

**Loughborough Building Society – Cllrs D Pickering, K Oxley, K Mackenzie plus clerk R Chico**

**New Account to be opened with Lloyds Bank - Cllrs D Pickering, K Oxley, J Workman and K McKenzie plus the clerk R Chico**

**Charity Account – Sunnyside Community Centre**

**Unity Trust Bank – Cllrs D Pickering, C Malia, K Oxley, K MacKenzie and clerk, R Chico**

**HSBC - Cllrs D Pickering, J Workman, C Malia and K MacKenzie**

A summary list to be distributed to all concerned to show each account with signatories

**6649 To discuss and agree action with regard to diseased tree at Ruby Cook recreation ground**

A report had been prepared and distributed with the agenda papers in advance of the meeting. The clerk explained a resident had raised concerns with regard to a tree on the boundary of the footpath at Ruby Cook recreation ground. Advice had been sought from a tree specialist, the council discussed the options regarding the tree being diseased

**Resolved : To fully remove the tree to the ground**

**6650 To consider items with regard to allotment sites**

**6650.1 To consider and agree action with regard to pricing for asbestos removal at allotment sites**

Options of removal were given to the council for all sites. For the site which is most effected two options were discussed:- to fully remove all asbestos or to remove all with the exception of asbestos on one plot. The plot holder to be given the option of encapsulation due to the extent of the asbestos on the plot which forms boundary walls. If the asbestos is removed from this particular plot then a significant cost would be incurred to the plot holder to replace the walls. If the sheeting is encapsulated, this would allow the plot holder to budget for replacement of the boundary walls at some point in the future. Regardless, all sites to monitored annually by way of asbestos management survey.

**Resolved : To proceed with removal of the asbestos as per quotations and to discuss the option of encapsulation with the plot holder. Subject to the plot holders agreement, encapsulation to be agreed if not then to proceed with full removal. Should encapsulation be agreed with the plot holder then the allotment society to notify the plot holder any future costs involved in replacement of the boundary walls will be their responsibility. Additionally annual management surveys to be undertaken on all sites to monitor the condition of the asbestos.**

**6650.2 To consider and agree action regarding water extensions on allotment sites**

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The attending public concerns were taken into account with regard to this item. The clerk explained the site this is in relation to is not an allotment site managed directly by the parish council. Therefore the first process for any issues should be for them to be raised with the allotment association.

**Resolved : The allotment holders to raise their concerns with Norwood Street allotment society.**

Meeting suspended at 1955 for a comfort break, recommenced 1958

**6651 To consider fencing prices for Magna Lane and agree action**

**Resolved : To install palisade fencing at the far end of Magna Lane recreation ground at a cost of £1100**

**6652 To consider pricing and agree action for the refurbishment of the basketball areas at Ruby Cook**

Item deferred to the next meeting as due to costings three prices are required and awaiting responses.

**6653 To consider any general correspondence and publications including:-**  
**6653.1 To receive a summary and agree any actions for play inspections reports**

No new items

**6654 To consider planning matters including new planning applications in Dalton Planning: - 16 – 19 (List 19 items to be emailed to councillors prior to the meeting)**

**Resolved : To note the below planning applications: -**

RB2025/0526 - Grass land park area Magna Lane Dalton - Creation of all wheels bike track

**6655 To notify the Parish Clerk for any matters for inclusion on a future agenda**

None

**6656 To note dates of future committee meetings, events, and the next Parish Council**

**Parish Council – 6:30pm**

19<sup>th</sup> June 2024

**Other Meetings / Events**

Dalton Parish Council Community Café held on the above dates at 900am – 1230 at Dalton Parish Hall

**Finance Meeting – 6:30pm**

3<sup>rd</sup> July 2025

**Sunnyside Charity Meeting – 6pm**

17<sup>th</sup> July 2025

**Sunnyside Meeting – 6:30pm**

11<sup>th</sup> Sept 2025

**The meeting was closed at 8:05pm**

# Dalton Parish Council

Chairperson

*D Pickering*

Date 19<sup>th</sup> June 2025