

Dalton Parish Council

Minutes of the Annual Meeting of Dalton Parish Council at 6.30pm 15th 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 17th 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 31st March 2025

Resolved : The bank reconciliation was received and approved to 31st 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

19th 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

3rd July 2025

Sunnyside Charity Meeting – 6pm

17th July 2025

Sunnyside Meeting – 6:30pm

11th Sept 2025

The meeting was closed at 8:05pm

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Chairperson

D Pickering

Date 19th June 2025