

Dalton Parish Council

Minutes of the Annual Meeting of Dalton Parish Council at 6.30pm 16th May 2024 held at Dalton Parish Hall

Members: Cllrs K Oxley, D Pickering, S Pickering, R Gleadhall, M Gleadhall, IC Barron, R Holsey, R Fox, J Workman

In Attendance: R Chico (Clerk), J Holsey (Clerk), 2 members of the public

6431 To elect the Chairperson of the Council for 2024-25 and to receive Chairpersons declaration of office

Resolved : Cllr K Oxley elected as Chairperson for 2024-25

6432 To elect the Vice-Chairperson of the Council for 2024-25 and to receive Vice Chairperson declaration of office (Not compulsory)

Resolved : Cllr D Pickering elected as Vice-Chairperson for 2024-25

6433 To receive apologies for absence given in advance of the meeting

Cllrs C Malia, J Carrington

6434 To consider the approval of reasons given for absence

Resolved: Reasons given for absence were approved

6435 To note any declarations of interest on items to be discussed at this meeting

None

6436 To approve the minutes of the Council meeting held on 18th April 2024

Resolved: The minutes were accepted as a true record

6437 To approve the minutes of the Extraordinary Meeting held on 30th April 2024

Resolved: The minutes were accepted as a true record

6438 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 6446.6 with regard to staffing

6439 To note any issues from members of the public in attendance

No items

6440 To consider any community matters from Councillors

Cllr J Workman raised a highways issue on Oldgate Lane, information regarding where to report to be fed back.

Cllr I C Barron updated council on trespassers response to him using the recreation ground.

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- 6441 To receive a verbal Clerk update regarding matters from previous meetings**
- 6441.1 To receive an update regarding flooding on public footpath from Doncaster Rd to Magna Lane park**
- The flood has now been rectified but the pathway is churned up from the vehicles that have had to be used on site.
- 6442 To review the committees of the Council**
- 6442.1 To re-note councillors code of conduct**
- Resolved : Councillors code of conduct noted**
- 6442.2 To re-note civility and respect pledge**
- Resolved : Civility and respect pledge noted**
- 6442.3 Finance and employment terms of reference**
- Resolved : Finance and employment terms of reference approved**
- 6442.4 Sunnyside community centre terms of reference**
- Resolved : Sunnyside community centre terms of reference approved**
- 6443 To elect members to the Committees of the Council: -**
- 6443.1 Finance and employment**
- Resolved : Finance and employment committee members: -
Cllrs D Pickering, S Pickering, J Workman, C Malia, K Oxley**
- 6443.2 Sunnyside community centre (4) Councillors (4) Volunteers (from different user groups of the centre)**
- Resolved : Sunnyside Community Centre committee members: -
Cllrs C Malia, D Pickering, S Pickering, K Oxley
Volunteers : J Perkins, B Palliser**
- 6443.3 To elect representative(s) for YLCA**
- Resolved : YLCA representative Cllr D Pickering**
- 6444 To review and approve standing orders**
- Resolved : Standing orders approved**
- 6445 To review and approve financial regulations**
- Resolved : Financial regulations approved**
- 6446 To approve financial risk assessment for 2024/2025**
- Resolved : Financial risk assessment approved**

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6447 To review effectiveness of internal controls

Resolved : The council reviewed the effectiveness of internal controls and deemed them effective and adequate

6448 To consider financial matters including: -

6448.1 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	Business Water	03/05/2024	£145.57	Scottish Water
DD	Mobile Phone	07/05/2024	£14.27	EE Limited
DD	Pension Fee	07/05/2024	£26.40	Smart Pension
DD	Pension	11/05/2024	£809.71	Smart Pension
DD	Pension	17/05/2024	£2,238.69	SYPA
DD	Mobile Phone	20/05/2024	£76.37	O2
DD	Bank Charges	22/05/2024	£8.00	HSBC
DD	Phone & Broadband	28/05/2024	£147.66	Daisy (XLN Telecom)
DD	Website Fee	14/05/2024	£11.99	Hugo Fox
DD	Electricity 26/3-29/4	08/05/2024	£392.21	Scottish Power
BACS	Repairs Xmas Lights & Storage	24/05/2024	£1,710.00	Acorn Festive Lights
BACS	Face Painter/Balloon	24/05/2024	£250.00	Knights Entertainment
BACS	Modeller	24/05/2024	£700.00	M W Whiting
BACS	Fairground Rides Gala	24/05/2024	£273.68	J Craven
BACS	Caretaking	24/05/2024	£1,039.90	Ians Mobile Farm
BACS	Mobile Farm	24/05/2024	£260.00	Barney Baloney
BACS	Kids Entertainment - Gala	24/05/2024	£39.00	Cartridge Rotherham
BACS	Printer Cartridges	24/05/2024	£118.80	Nat World Publishing
BACS	Job Advert	24/05/2024	£118.80	Nat World Advertising
BACS	Job Advert	24/05/2024	£1,041.60	Rialtas
BACS	Omega Closedown	24/05/2024	£38.02	Ace Janitorial
BACS	Cleaning Materials	24/05/2024	£48.75	Green Pastures
BACS	Pest Control - BLA	24/05/2024	£140.15	PN Alarms
BACS	Key Cutting plus Padlock	24/05/2024	£13,440.00	AMK Fencing
BACS	Pallisade Fencing & Clearance	24/05/2024	£300.00	J Darling
BACS	Entertainment - Gala	24/05/2024	£1,008.37	Biffa
BACS	Waste Services	24/05/2024	£50.00	P Green
BACS	Deposit Refund	26/04/2024	£50.00	J Stubbins

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BACS	Expenses	24/05/2024	£1,114.99	J Holsey
BACS	Salaries	24/05/2024	£2,804.78	Various
BACS	HMRC	24/05/2024	£1,039.04	Tax & Ni
BACS	Payroll Fee	24/05/2024	£57.60	R Ogle
BACS*	Bailiffs	24/05/2024	£5,022.00	Able Investigations

*Bailiffs only to be paid if
Caravans do not leave as
indicated by Police

6448.2 To agree the annual standing orders and direct debit payments

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

6448.3 To receive and agree bank reconciliation to 31st March 2024

Resolved : The bank reconciliation was received and approved March 2024

6448.4 To approve the reserves policy for 2023/2024

Resolved : The reserve policy for 2023/2024 was approved

6448.5 To consider free / reduced let requests for Dalton Parish Hall

Two free lets for two different community groups approved as one-off bookings

6448.6 To consider and agree staff salaries

Resolved : Staff salaries approved in accordance with salary grades

6449 To re-confirm eligibility for the General Power of Competence

6449.1 Confirm Dalton Parish Council have a qualified Clerk

Resolved : The council confirmed they have two qualified Clerks

6449.2 Confirm Dalton Parish Council had two thirds elected Councillors

Resolved : The council confirmed they had two thirds elected councillors

6449.3 Confirm Dalton Parish Council are eligible for the General Power of Competence

Resolved : The Council confirmed they are eligible for the General Power of Competence

6450 To consider any general correspondence and publications including:-

6450.1 To receive a summary and agree any actions for play inspections reports

The Clerk updated that anti-vandal swing chains had been ordered for two of the play areas.
Trees / bushes to be cut back at Sunnyside play area.

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6451 To receive an update on recent accident at Magna Lane and discuss and agree any actions required, including costings for fencing

An update was given with regard to the accident and concerns with regard to the security at that section of the boundary line. Prices have been obtained for palisade fencing, 25m at £2800.

Councillors wish to have a site visit to discuss at the next meeting.

6452 To receive an update with regard to trespass and agree action to be taken

An overview was given of the steps taken, notification on the day of arrival, Sheriff's office attendance, meeting with solicitors and further pricing for removal.

Resolved: Council agreed to proceed with the bailiff removal at a cost of £5000. Clerks to assess based on movement on site and proceed with action as necessary. Blocks to be installed to deter further access.

6453 To receive an update with regard to accident at Sunnyside Community Centre

An accident had occurred in one of the user group classes, the insurance company had been informed and the requirements they requested acted upon. No claim has been made at this stage.

6454 To consider and agree works for quotations for flooded area of Magna Lane Park

Three quotations had been obtained for suggested works for the site, however all had differences in approach.

Site visit to look at the area and the fencing as per 6449. To be discussed at the next meeting.

6455 To receive an update on the Gala for 2024 and allocate tasks for the day

All items finalised for the day. Volunteers for the event KO, JW plus one, PB, RH

6456 To consider caretaking to cover absence

Applications for the posts have been received and to be interviewed once the closing date is completed. Sub-contract cover currently in place to cover the hall.

6456.1 To discuss and agree installation of a key box for Dalton Parish Hall

Resolved : To install a key box for Dalton Parish Hall to hold the lower lock key for cases of emergency use only

6457 To consider planning matters including new planning applications in Dalton

6457.1 Planning: - 16– 19 (List 19 items to be emailed to councillors prior to the meeting)

The following planning items were noted: -

RB2024/0471 - 3 Lakeside Close Sunnyside - Erection of single storey extension to front

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6458 To notify the Parish Clerk for any matters for inclusion on a future agenda

Member of the public in attendance wishes to be considered for co-option at the next meeting.

6459 To note dates of future committee meetings, events, and the next Parish Council

Parish Council – 6:30pm

20th June 2024

Other Meetings / Events

8th June 2024 Dalton Gala – Sunnyside Top Field

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

Finance Meeting – 6:30pm

4th July 2024

Sunnyside Charity Meeting – 6pm

18th July 2024

Sunnyside Meeting – 6:30pm

13th June 2024

The meeting was closed at 20:15pm

Chairperson *Ellie K Oxley*

Date 20th June 2024