

Dalton Parish Council

Minutes of the Ordinary Meeting of Dalton Parish Council at 6.30pm 18th January 2024 held at Dalton Parish Hall

Members: Cllrs K Oxley, D Pickering, S Pickering, C Malia, I Barron, J Workman

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

The meeting commenced at 7pm, D Pickering chaired the meeting

6346 To receive apologies for absence given in advance of the meeting

R Fox, R Gleadhall, M Gleadhall

6347 To consider the approval of reasons given for absence

Resolved: Reasons given for absence were approved

6348 To note any declarations of interest on items to be discussed at this meeting

None

6349 To approve the minutes of the Council meeting held on 16th November 2023

Resolved: The minutes were accepted as a true record

6350 To approve the minutes of the Extraordinary Parish Council Meeting held on 21st December 2023

Resolved: The minutes were accepted as a true record

6351 To note approved minutes of Finance and Employment Committee Sept 2023

Resolved: The minutes were noted

6352 To note approved minutes of Sunnyside CC Committee Sept 2023

Resolved: The minutes were noted

6353 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 : No items to be excluded

6354 To note any issues from members of the public in attendance

A member of the public joined prior to the meeting commencing and the councillors had an informal discussion regarding their concerns over a land issue.

6354.1 To consider a request to send a complaint to SYPTE regarding 117

Resolved : Council agreed for a complaint to be submitted

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6355 To receive a verbal Clerk update regarding matters from previous meetings 6355.1 To confirm costings for email addresses

Following the decision at a previous meeting it was clarified the cost would be around £150/200 per annum due to the need of further storage space

6355.2 To note relocation of planter at the Brecks due to highway changes

The Council had been contacted by RMBC with regard to the two planters that were located near the bus stop at the Brecks. Highway works have been carried out and one of the planters was requested to be moved. The Clerks requested that they were spaced out and not put side by side, one was therefore moved to near the supermarket. Sites limited due to highway constraints.

6355.3 To note Christmas lights stolen from Dalton Christmas Tree

The council were updated that some of the lights on the Christmas tree located outside Dalton Parish Hall had been stolen prior to Christmas. The details and CCTV footage of the event had been passed to the police. The council currently have spare lights and it is believed that only a power supply will be required in order to have the lights on the tree next year.

6356 To appoint councillor to the Finance and Employment Committee for current vacancy

Resolved : Cllr K Oxley appointed to Finance and Employment Committee

6357 To consider financial matters including: -

6357.1 The authorisation of payment of accounts since the last meeting (distributed at the meeting)

Resolved : The below payments of accounts were approved: -

DD/BAC S	Transaction Detail	Date Paid	Total	Payee Name
BACS	Payroll Fee	22/12/2023	£57.60	Robert Ogle
BACS	SSCC Roof Repair	22/12/2023	£2,040.00	Delta Roofing
BACS	PAYE	22/12/2023	£1,900.64	HMRC
BACS	Salaries	22/12/2023	£5,449.41	Various
BACS	Dep & Over Pymt Refund	22/12/2023	£55.50	S Tancosova
DD	Website Fee	14/12/2023	£11.99	Go Cardless
BACS	Seated Exercise	22/12/2023	£240.00	Activ Regen
BACS	Xmas Lights Repair Install	22/12/2023	£3,661.80	Acorn Lighting
BACS	Xmas Lunches	22/12/2023	£1,232.50	Sharon's Catering
BACS	Grit Salt	22/12/2023	£70.38	Turner Hire & Sales
BACS	Expenses	22/12/2023	£319.98	J Holsey
BACS	Grit Salt	22/12/2023	£95.40	Turner Hire & Sales
BACS	Payroll Fee	22/12/2023	£57.60	Robert Ogle
BACS	Salaries - December	22/12/2023	£4,331.94	Various
BACS	Expenses	22/12/2023	£308.71	R Chico
BACS	Expenses	22/12/2023	£789.76	J Holsey

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BACS	Xmas Light Installation	22/12/2023	£490.77 RMBC
BACS	Grit Salt	22/12/2023	£70.38 Turner Hire & Sales
BACS	Disabled Toilet Repair	22/12/2023	£135.00 P Dickinson
BACS	Brecks Lane Lease	22/12/2023	£190.00 RMBC
BACS	Stationery	22/12/2023	£213.48 Eurooffice Ltd
BACS	Expenses	22/12/2023	£29.12 J Holsey
BACS	Dep Refund HH	22/12/2023	£50.00 K Linney
BACS	Xmas trees	22/12/2023	£1,974.20 RMBC
BACS	Expenses	22/12/2023	£94.65 R Chico
BACS	PAYE	22/12/2023	£1,210.72 HMRC
BACS	Sunnyside All Fencing	22/12/2023	##### AMK Fence In Ltd
BACS	Dep Refund - Can Booking	22/12/2023	£50.00 R Squires
BACS	Planter Repair	22/12/2023	£137.38 RMBC
BACS	Software	22/12/2023	£114.00 Rialtas
BACS	Plaque - Engraving King Cor	22/12/2023	£30.00 Rotherham Engravers
BACS	HH Ref - Cancelled Booking	22/12/2023	£130.00 R Squires
BACS	Lighting Column - SS Top F	22/12/2023	£1,249.78 RMBC
BACS	Litter Bin Magna Lane	22/12/2023	£305.88 RMBC
DD	Electric	27/12/2023	£334.02 Scottish Power
DD	Bank Charges	31/12/2023	£36.15 Unity Trust Bank
DD	Mobile Phone	07/12/2023	£13.22 EE Limited
DD	Pension Fee	07/12/2023	£26.40 Smart Pension
DD	Pension	12/12/2023	£819.23 Smart Pension
DD	Pension	19/12/2023	£2,746.14 SYPA
DD	Mobile Phone	20/12/2023	£51.13 O2
DD	Bank Charges	22/12/2023	£8.00 HSBC
DD	Photocopying	28/12/2023	£41.64 CPS
DD	Phone & Broadband	28/12/2023	£136.83 Daisy (XLN Telecom)
BACS	Chairmans Course	26/01/2024	£66.80 YLCA
BACS	New Radiator - Disabled	26/01/2024	£115.20 High Pressure Plumbing
BACS	Cowling refit SSCC	26/01/2024	£79.00 MD Staniforth
BACS	Cleaning Supplies	26/01/2024	£181.08 Ace Janitorial
BACS	Paint for Parish Hall	26/01/2024	£63.19 AD Ferguson Limited
BACS	Memo of Fees 117482	26/01/2024	£51.60 Robert Ogle
BACS	Salaries - January	26/01/2024	4378.45 Various
BACS	Gas Service SSCC	26/01/2024	£72.00 High Pressure Plumbing
BACS	Gas Service DPH x 2	26/01/2024	£144.00 High Pressure Plumbing
BACS	2 LED Outside Lights	26/01/2024	£111.70 MD Staniforth
BACS	Heating Investigation Bar	26/01/2024	£60.00 High Pressure Plumbing
BACS	Expenses	26/01/2024	£99.06 J Holsey
BACS	Music License - DPH	26/01/2023	£531.49 PPL/PRS
BACS	Hosting - new emails	26/01/2024	£179.98 Cloud Next Limited
BACS	PAYE	26/01/2024	£1,215.36 HMRC
BACS	Christmas Light Removal	26/01/2024	£1,220.40 AFL Ltd

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BACS	Bike Track Design - 50%	26/01/2024	£2,046.00	Bike-Track
DD	Gas Bill - 26/8-9/12	14/01/2024	£559.76	SSE
DD	Website Fee	14/01/2024	£11.99	Hugo Fox
DD	Mobile Phone	07/01/2024	£13.22	EE Limited
DD	Pension Fee	07/01/2024	£26.40	Smart Pension
DD	Pension	11/01/2024	£819.23	Smart Pension
DD	Pension	19/01/2024	£2,238.69	SYPA
DD	Mobile Phone	19/01/2024	£70.20	O2
DD	Bank Charges	22/01/2024	£8.00	HSBC
DD	Photocopying	28/01/2024	£19.32	CPS
DD	Phone & Broadband	28/01/2024	£136.83	Daisy (XLN Telecom)
BACS	Deposit Refund	26/01/2024	£50.00	S Millington
BACS	Deposit Refund	26/01/2024	£50.00	M Nishat

6357.2 To receive and agree bank reconciliation to November 2023

Resolved : The bank reconciliation was received and approved to November 2023

6357.3 To consider a grant request from Danes View

Resolved : Grant request for £1000 approved

6357.4 To note agreements for music licenses for both community centres

Resolved : To proceed with music licenses for both premises

6358 To consider the budget for 2024/2025 for Dalton Parish Council

6358.1 To review income and expenditure to 30th June 2023

The income and expenditure was provided to members in advance of the meeting. It reviewed line by line and any over spend noted

Resolved : The income and expenditure to 30th June 2023 was reviewed and it was agreed to leave overspends to aid budget planning for the following year. Overall figures to 30th June, Income £125,204.00 expenditure £65,581.00, agreed transfer from earmarked reserves £13,474.00, transfer to ear marked reserves (CILS), £17,374.00, net position £55,724.00.

6358.2 To review forecast expenditure to 31st March 2024

Members were provided with a detailed projected budget to 31st March 2024 in advance of the meeting as recommended by the Finance and Employment Committee. Projected income £279,180.00, projected expenditure £275,419.00, projected underspend £3,761.00.

Resolved : The forecast expenditure to 31st March 2024, as recommended by the Finance & Employment Committee, was agreed

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6358.3 To review Budget / Earmarked reserves proposed spend report 2024-2025

Members were provided with a copy of the budget report in advance of the meeting, detailing the forecast expenditure to 31st March 2024, which included an earmarked reserves schedule and proposed spend of earmarked reserve report for 2024/2025 with details of any projects included in the budget as recommended by the Finance and Employment Committee.

Resolved : The budget / earmarked reserves proposed spend report 2024-2025, as recommended by the Finance and Employment Committee, was approved

6358.4 To agree the budget for 2024-2025

Resolved : The below budget for 2024-2025, as recommended by the Finance and Employment Committee was approved: -

Dalton Parish Council	Budget 2024-25
INCOME	
Precept	£219,960.00
Bank Interest	£6,000
Total Bank Interest	£6,000
Dalton Parish Hall Hire	£12,000
Dalton Parish Hall Other Income	£14.00
Total Dalton Parish Hall Income	£12,014
Football Pitch Hire	£0.00
Total Football Pitch Hire Income	£0.00
Allotment Rents - Brecks Lane	£450.00
Allotment Rents - Norwood Street	£733.00
Allotment Rents - Sunnyside	£362.00
Total Allotment Income	£1,545.00
Other income	£0.00
TOTAL INCOME	£239,519.00

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Budget 2024-25

EXPENDITURE

Advertising	£250.00
Phones (inc Mobiles x 4) and broadband	£2,800.00
Postage	£400.00
Stationery	£450.00
IT Equipment and Software	£1,800.00
Mileage & Travel Expenses	£250.00
Health & Safety	£600.00
Sunnyside CC Lease	£150.00
Membership / Subscriptions	£4,400.00
Insurance	£5,000.00
Audit Fees	£2,420.00
Legal and Professional Fees, inc payroll services	£5,700.00
Training - staff & members	£1,050.00
Photocopying	£700.00
Members Expenses	£100.00
Protective Clothing	£100.00
Bank Charges	£275.00
Pension Charges	£350.00
Website Charges	£160.00
Miscellaneous Costs	£200.00
Total Administration	£27,155.00

Salaries - Administration	£63,500.00
Salaries - Caretaking	£29,000.00
Relief Caretaker	£1,000.00
Salaries - Litterpickers	£12,500.00
Tax & NI	£7,000.00
Pension	£15,000.00
Total Staffing	£128,000.00

Environment Costs

Grounds maintenance	£15,000.00
Hanging baskets	£3,000.00
Litter picking equipment	£100.00
Total Environment Costs	£18,100.00

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Gas	£4,000.00
Electric	£4,000.00
Water	£950.00
Repairs/ annual maintenance	£13,600.00

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Fire	£1,100.00
Waste Disposal	£2,500.00
Cleaning materials	£700.00
Legionella Checks	£250.00
Fixtures and Fittings	£4,000.00
Total Dalton Parish Hall	£31,100.00

Play Areas

Inspection Reports	£1,200.00
Flanderwell Lane	£500.00
Magna Lane	£1,000.00
Ruby Cook	£500.00
Total Play Areas	£3,200.00

Allotments

Brecks Lane lease	£850.00
Brecks Lane Miscellaneous Costs	£500.00
Norwood Street Miscellaneous Costs	£500.00
Sunnyside Miscellaneous Costs	£350.00
Total Allotments	£2,200.00

Other

Gala	£7,000.00
Christmas Events	£2,800.00
Other Events	£2,000.00
Christmas Lights	£7,100.00
Youth Diversionary Work	£580.00

Total Other Expenditure	£19,480.00
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Grants & Donations

Grant to Sunnyside CC	£10,000.00
Grants & Donations	£3,000.00
Section 137 Donations	£0.00
Total Grants and donations	£13,000.00

TOTAL EXPENDITURE	£242,235.00
SURPLUS / -DEFECIT	-£2,716.00

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EARMARKED RESERVE EXPENDITURE

(EMR), approved as part of the budget setting process

Elections	7,500.00
Repairs and Maintenance	19,000.00
Play Area - Magna Lane	£2,500.00
Play Area - Ruby Cook	£10,000.00
Youth Diversionary Activities	£6,920.00
Miscellaneous - Tree Works	£4,000.00
Bike Track	125,000.00
Parish Improvements	£10,000.00
TOTAL EMR EXPENDITURE	£184,920.00

6358.5 To agree the precept Value for 2024-2025

The information had been provided to members in advance of the meeting with the recommendation by the Finance and Employment Committee that Precept is increased to £219,960.00 for 2024-2025.

Resolved : The precept value for 2024-2025 was agreed at £219,960.00, which represents a 5.24% increase on a Band D property for the financial year 2024/2025 so making a Band D property £81.57

6359 To consider any general correspondence and publications including:-

6359.1 To receive a summary and agree any actions for play inspections reports

The works required for the basketball net at Ruby Cook were discussed, which also formed a part of the discussion during the budget items.

6360 To consider and discuss possible land encroachment at Sunnyside Top Field, to note actions taken and agree further action where necessary

The resident had been in attendance and had an informal discussion with the council prior to commencement of the meeting. The resident had received a letter from the council highlighting that there appeared to be a land encroachment, following him removing the hedge line and replacing with fencing on the opposite side of where the hedge was previously located. Information had been obtained from the land registry and formal measurements are required to ascertain the situation.

The resident said they had discussed with their ward councillor and the housing association at RMBC. The council explained the land is not RMBC's and the houses are not housing association so they are unable to advise and discussions have to be with Dalton Parish Council.

Resolved : To proceed with discussions with surveyor and legal representatives

6361 To consider a request to be involved in Joseph Foljambe Rotherham Swing Plough

Resolved : Dalton Parish Council are in support of the idea and will offer for any commemorative event to be held at Dalton Parish Hall

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6362 To review pricing for allotment works at Norwood street and agree any further action

Quotes were requested from three potential suppliers but only received from 2.

Resolved : To proceed with quote at a cost of £9700.00 plus VAT

6363 To consider the purchase of a permanent Christmas tree at Sunnyside Community Centre

Discussions took place with regard to the possibility of planting a tree in the spot where the temporary tree is normally situated. It was noted the costs of the trees and the appearance of this years tree was not impressive.

Resolved : Item to be brought to a future meeting

**6364 To consider planning matters including new planning applications in Dalton
6364.1 Planning: - 46– 1 (List 1 items to be emailed to councillors prior to the meeting)**

The below items were noted: -

RB2023/1581 - 25 St Andrews Close Bramley - Single storey rear extension

RB2023/1724 - Land east of Brecks Lane Herringthorpe - Full planning application for the erection of 36 dwellings (to replace 24 dwellings) to facilitate re-plan of development approved under Planning Permission RB2019/1891 and RB2021/2054, to increase overall development from 70 to 82

RB2023/1754 - 4 Maplewood Avenue Sunnyside - Single storey front extension

6365 To notify the Parish Clerk for any matters for inclusion on a future agenda

None

6366 To note dates of future committee meetings, events, and the next Parish Council

Parish Council – 6:30pm

15th Feb 2024

Other Meetings / Events

Dalton Parish Council Community Café held on the above dates at 9.00am – 1230 at Dalton Parish Hall

Magna Park Clean up - Thursday, February 15th between 10am and 1pm

Finance Meeting – 6:30pm

4th April 2024

Sunnyside Charity Meeting – 6pm

18th January 2024

Sunnyside Meeting – 6:30pm

14th March 2024

The meeting was closed at 19:58pm

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Chairman *K Oxley* Date 15th February 2024