

DINNINGTON ST. JOHN'S TOWN COUNCIL

Minutes of the Town Council Meeting Held on Monday 10th June 2019 The Lyric, Laughton Road, Dinnington

Present: Cllrs D Smith (Chair), D Adams (Vice Chair), D Boughton, L Clarke, G Cruickshanks, P Davies, J Hart, B Lewis, W Loftus, A Milner, R Mugglestone, P Russell, S Scott, J Simmonds, P Smith

1 member of the public attended

In attendance: A Evans (Clerk), L Warne (Asst Clerk)

- 58/19** To allow for questions from electors of Dinnington to ask one question only in respect of business itemised on the agenda or on a pertinent issue that may arise. - None
- 59/19** To note apologies for absence. Not required.
- 60/19** To record any Declarations of Interest. Cllr Boughton - Item 68/19(A) (non-pecuniary interest)
- 61/19** To consider any matters which should be dealt with in open, or confidential session (items for which the Press and Public may be excluded further to the Public Bodies (Admission to Meetings) Act 1960 and Part 1 of Schedule 12A to the Local Government Act 1972 - Admission to Meetings).- None
- 62/19** Monthly Accounts Schedule and relevant Budget Update Information:
- (A) To approve the Monthly Accounts for May 2019
- Members were presented with up to date accounts information from the new Scribe accounting system, details of which were explained by the Clerk
Cllrs Loftus and P Smith Proposed and Seconded that the payments list of the monthly accounts be approved. Vote: 13 For, 1 Against. Approved

**Dinnington St John's Town Council
PAYMENTS LIST 10/5/19 - 6/6/19**

Code	Date	Minute	Description	Supplier	Net	VAT	Total
Wages incl PAYE					10033.52		10033.52
Pension contributions					254.11		254.11
Lyric - Operation of Lights	13/05/2019		Lyric lighting/AV	Flourish New Media	50.00	0.00	50.00
Lyric Bar Purchases	13/05/2019		Bar supplies	HB Clark	424.26	84.85	509.11
Vehicle Fuel	13/05/2019		Fuel	HM Wainwright	108.13	21.63	129.76
Grave Digging	13/05/2019		Gravedigging	M&C Elliott	840.00	0.00	840.00
Petty Cash	14/05/2019		Community club support	Lynne Warne	2.98	0.00	2.98
CCTV Maintenance	14/05/2019		CCTV Maintenance	AT Alarms	198.73	39.75	238.48
Cemetery Drainage	14/05/2019		Water Drainage	Water Plus	217.69	0.00	217.69
Sundry Expenditure	14/05/2019		DBS check fee	Voluntary Action Rotherham	12.00	0.00	12.00
Sundry Expenditure	16/05/2019		ID Card - G Cruickshanks	Imagin Products	9.25	1.85	11.10
Petty Cash	16/05/2019		Sunscreen for cemetery staff	Ellen Stanger	0.00	0.00	0.00
Cemetery - Misc Supplies incl staff uniform	21/05/2019		Cemetery supplies	Torne Valley	41.65	8.33	49.98
Member/Staff Training	21/05/2019		Staff training	YLCA	115.00	0.00	115.00
Website Fees	21/05/2019		Annual webhosting fee	Abbeylea Web	168.00	0.00	168.00
Cemetery - Misc Supplies incl staff uniform	21/05/2019		Cemetery supplies	Rackfords	15.25	3.05	18.30
Lyric Bar Purchases	21/05/2019		Bar supplies	HB Clark	638.02	127.60	765.62
Mobile Phones	21/05/2019		Mobile phone charges	EE	73.92	14.78	88.70
Lyric - Operation of Lights	28/05/2019		Lyric lighting/AV	Flourish New Media	50.00	0.00	50.00
Bank fees	28/05/2019		Commission	Co-op Bank	4.00	0.00	4.00
Vehicle Servicing & Repairs	28/05/2019		Vehicle repairs	CDG Farm Services	372.30	74.46	446.76
Lyric Miscellaneous Supplies/Equipment Repairs	28/05/2019		Equipment hire	AVL	50.00	0.00	50.00
Petty Cash	28/05/2019		Sun cream for cemetery staff	Ellen Stanger	5.83	1.17	7.00
Project - Cemetery Admin Block Refurb	29/05/2019	53/19	Donation	Brinsworth PC	100.00	0.00	100.00
Stationery	29/05/2019		Stationery	Staples	1.00	0.20	1.20
Stationery	29/05/2019		Stationery	Staples	69.28	13.86	83.14
Cemetery - Misc Supplies incl staff uniform	30/05/2019		Cemetery supplies	Torne Valley	101.22	20.24	121.46
Internal Audit	30/05/2019		Internal audit fee	Spectrum Futures	415.00	0.00	415.00
Grave Digging	03/06/2019		Gravedigging	M&C Elliott	1,120.00	0.00	1,120.00
Cemetery - Misc Supplies incl staff uniform	03/06/2019		Cemetery supplies	Rackfords	6.80	1.36	8.16
Lyric Electrical/PAT Testing	03/06/2019		Electrical work	Contact Electrical	160.00	0.00	160.00
Lyric Events Budget	04/06/2019		Lyric Event	Emma Stanger	28.40	5.68	34.08
Lyric Events Budget	04/06/2019		Lyric Event	Emma Stanger	43.24	8.65	51.89
Lyric Events Budget	04/06/2019		Lyric Event	Emma Stanger	20.00	4.00	24.00
Xmas Festival - Electricity, Misc Supplies	04/06/2019		Misc xmas festival supplies	Emma Stanger	13.00	2.60	15.60
Grants & Community Activities/Support	04/06/2019		Community club support	Lynne Warne	15.72	0.00	15.72
Lyric Events Budget	04/06/2019		Lyric Event	E Lambley	607.50	0.00	607.50
Lyric Events Budget	04/06/2019		Lyric Event	George Formby Experience	250.00	0.00	250.00
Neighbourhood Plan	04/06/2019		Neighbourhood Plan Consultancy	Andrew Towler Associates	300.00	60.00	360.00
Cemetery Drainage	04/06/2019		Water Drainage	Water Plus	-217.69	0.00	-217.69
Lyric Miscellaneous Supplies/Equipment Repairs	05/06/2019		Lyric supplies	Emma Stanger	39.90	7.98	47.88
Lyric Bar Stock Take	05/06/2019		Bar audit fee	PSB Stocktaking	80.00	0.00	80.00
Cemetery - Misc Supplies incl staff uniform	05/06/2019		Equipment service	M&R Lawnmower Services	87.75	0.00	87.75
Vehicle Fuel	05/06/2019		Fuel	HM Wainwright	22.66	4.53	27.19
Microshade	05/06/2019		Monthly hosting fee	Microshade	131.25	26.25	157.50
Cemetery - Misc Supplies incl staff uniform	06/06/2019		Cemetery supplies	Ryton DIY	292.91	0.00	292.91
Project - Office Flag Pole	06/06/2019		Flag pole	Amazon	20.79	4.16	24.95
Total					17,393.37	536.98	17,930.35

**DINNINGTON ST JOHN'S TOWN COUNCIL
Receipts List 10/5/19 - 6/6/19**

Code	Date	Minute	Description	Supplier	Net	VAT	Total
Lyric Bar Income			Bar receipts	Bar income	1,901.68	380.32	2,282.00
Cemetery Income			Burial fee		3,295.00	0.00	3,295.00
Bookings Income			Lyric Hire		585.00	0.00	585.00
General Income (incl. interest, wayleave)			Commission	Tubz	20.40	0.00	20.40
Rugby Club Rent Income	03/06/2019		Ground rent	Dinnington Rugby Club	250.00	0.00	250.00
Allotment rent income	05/06/2019		Allotment fee		23.00	0.00	23.00
Total					380.32	380.32	6,455.40

Total Net Expenditure (+) and Income (-)

11,474.95

- (B) To approve a bank reconciliation
**Cllrs Hart and P Smith Proposed and Seconded that the bank reconciliation be approved.
Vote: 13 For, 1 Against. Approved**
- (C) To receive a report from the internal auditor
**Cllrs Simmonds and Loftus Proposed and Seconded to accept the Internal Audit Report.
Vote: 13 For, 1 Against. Accepted**
- (D) To approve the end-of-year accounts for 2018/19 incl. approval of Annual Governance and Accountability Return sections 1 and 2.

Cllrs Hart and P Smith Proposed and Seconded that Section 1 – Annual Governance Statement 2018/19 be approved. Vote: 12 For, 1 Against, 1 Abstained. Approved
Cllrs Hart and P Smith Proposed and Seconded that Section 2 – Accounting Statements 2018/19 be approved. Vote: 12 For, 2 Abstained. Approved

- (E) To approve the appointment of an internal auditor for 2018-19

The Clerk recommended that Faye Hazlehurst, Community Accountant, Voluntary Action Rotherham, continues as the Internal Auditor

Cllrs Milner and Boughton Proposed and Seconded that Faye Hazlehurst be appointed as the Internal Auditor. Vote: Unanimous

- 63/19** To approve the minutes of the meetings of the Council held on:

- (A) 13th May 2019
Cllrs P Smith and Adams Proposed and Seconded that the minutes be approved. Vote: 12 For, 2 Abstained. Approved

- 64/19** To consider any matters raised in the Public Session. - None

- 65/19** To consider/approve the following planning applications:

- (A) New planning applications

Planning Reference	Details	Consultation End Date
RB2019/0642	Application to prune various trees protected by RMBC (No.4) 1978 made 5th January 1979 land to rear of 29 Gleneagles Road Dinnington	11/06/19
RB2019/0685	Change of use to residential dwelling (use Class C3), erection of porch to front, and formation of pitched roof over existing flat roof building to rear 21-25 Barleycroft Lane, Dinnington	11/06/19
RB2019/0707	Formation of vehicle access 11 Swinston Hill Road, Dinnington	28/05/19
RB2019/0741	External rear staircase 73 Laughton Road Dinnington	11/06/19

Members had no planning based objections to the above applications

- 66/19** Booking Concessions and Donations: Nil

- 67/19** For Members consideration and decisions:

- (A) To discuss an updated proposal from I-Safe for council Health & Safety support

Following the Clerk receiving a lower quote for H&S support from a different company, I-Safe recommended that the current contract be switched to a lower cost, but more suitable contract (Gold Option) that was financially comparable and would not reduce the council's health and safety cover. The Clerk recommended the Council stay with I-Safe on the Gold Option, as I-Safe have a more in-depth knowledge of the Council's needs than the new company would have.

Cllrs Simmonds and Mugglestone Proposed and Seconded that the Council remain with I-Safe on the Gold Option. Vote: 12 For, 2 Abstained. Recommendation approved.

- (B) To agree an updated grants policy
Cllrs Russell and Simmonds Proposed and Seconded that the Council agree the updated policy. Vote: Unanimous. Agreed

- (C) To discuss and agree DSJTC's approach to RMBC re day care centre closures

The Chair had invited the Cabinet Member to attend the meeting, but he was unable to attend. Cllr Clarke urged Members to object to the closures in the strongest possible terms due to the severe impact this would have on both carers and patients.

Cllrs Clarke and Boughton Proposed and Seconded that DSJTC write to RMBC with an objection to the closures. Vote: Unanimous. Agreed

- (D) To discuss the condition of council noticeboards (Cllr Clarke)

Cllr Clarke expressed his concerns over the untidy condition of Council noticeboards around Dinnington as they gave an unprofessional impression of the Council. The Clerk agreed to have them tidied up. Cllr P Smith requested that the Minutes of Council meetings be posted on the Nursery Road/New Street notice board.

68/19 Park Avenue Cemetery/Lyric Theatre/Allotments/Land:

(A) Allotment strip disposal update

The transfer should soon be completed by the solicitors.

(B) To discuss possible development of the old Scarsdale allotment site

The Neighbourhood Plan Working Group had proposed that a Community Land Trust be established so the land could be used for social housing with DSJTC retaining ownership of the land. Further information would be provided at a future meeting.

(C) To discuss an offer for land at Constable Lane

The council had received an offer for a small strip of land the council owned adjacent to the snooker club. Members were reminded that if the land were to be disposed, it would need to be advertised for sale generally first. However, in discussion Members showed no desire to offer the land for sale.

Cllrs Russell and Boughton Proposed and Seconded to reject the offer.

Vote: Unanimous

69/19 Dinnington Town Council Grants: Nil

70/19 General Matters:

(A) Neighbourhood Plan update (Chair)

The Neighbourhood Plan had been completed and was ready to be submitted to RMBC and an independent assessor. The public referendum was planned for September 2019

(B) Area Housing Panel update

Cllr Hart updated Members with outcomes from the previous Housing Panel meeting, details of which could be requested from Cllr Hart.

Cllr Mugglestone requested to withdraw as a council representative. Agreed

(C) Where We Live Group Update – no recent meeting, so no update

(D) Community Club update

The Fashion Show on 6th June was reported a great success by members of the community and had raised a total of £169, which would be presented to the Council's nominated Charity, the Royal British Legion (Dinnington Branch), at the next Community Club event on 4th July. The August event was to be aimed at activities for young families with it being the school holidays. These would be craft activities and a provider of these activities had been appointed. Members were asked if they would like to help at future events and donate prizes for raffles.

(E) To discuss the 'running list' of outstanding items

The Clerk updated Members on the current status of the list.

Cllr P Smith asked for additional item to be added.

Date and time of next meetings:

- (A) 8th July 2019 at **7:00pm at The Lyric, Laughton Road**, Dinnington

D SMITH
Chair
Dinnington St John's Town Council

Date: