

DINNINGTON ST. JOHN'S TOWN COUNCIL

Minutes of the Town Council Meeting Held on Monday 11th March 2019 The Salvation Army Hall, Leicester 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, P Russell, S Scott, J Simmonds, P Smith

0 members of the public attended

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

20/19 Presentation – Ian Huddleston, Community Organiser, RotherFed

Ian Huddleston was unable to attend the meeting and sent his apologies

21/19 Presentation – Matt Finn/Lewis Coates, Selective Licensing, RMBC

Matt Finn/Lewis Coates did not attend the meeting

Public Forum (not exceeding 30 minutes)

22/19 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

23/19 To note apologies for absence. - Cllr Mugglestone – Accepted by the Council.

24/19 To record any Declarations of Interest. –

Cllrs Hart, Scott and Loftus – Item 31/19(A) Cllr Boughton – Item 32/19(B)

25/19 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

26/19 Monthly Accounts Schedule and relevant Budget Update Information:

(A) To approve the Monthly Accounts for February 2019

Cllrs Loftus and Adams Proposed and Seconded that the monthly accounts be approved. Vote: 13 For, 1 Abstained. Accounts approved

(B) To approve a bank reconciliation

Cllrs Russell and P Smith Proposed and Seconded that the bank reconciliation be approved. Vote: 13 For, 1 Against. Bank reconciliation approved

(C) To receive a budget update report

Cllrs Russell and Loftus Proposed and Seconded that the budget update be approved. Vote: 13 For, 1 Abstained. Budget update approved

(D) To discuss and agree end-of-year invoice payments

The Clerk & Finance Officer requested a special dispensation from the Council to pay invoices before the year end, so as to make the processing of the year end easier

Cllrs Milner and Hart Proposed and Seconded that the request be granted. Vote: 13 For, 1 Abstained. Budget update approved

27/19 To approve the minutes of the meetings of the Council held on:

(A) 28th January 2019 (Precept meeting)

**Cllrs Milner and P Smith Proposed and Seconded that the minutes be approved.
Vote: 12 For, 2 Abstained. Vote: Majority vote to approve**

(B) 11th February 2019

**Cllrs P Smith and Simmonds Proposed and Seconded that the minutes be approved.
Vote: 9 For, 1 Against, 4 Abstained. Vote: Majority vote to approve**

28/19 To consider any matters raised in the Public Session. - None

29/19 To consider/approve the following planning applications:

(A) New planning applications

Planning Reference	Details	Consultation End Date
RB2018/1975	Demolition of existing rear extension and erection of two storey and single storey rear extensions with rear dormer window 17 Breck Lane Dinnington	12/3/19
RB2019/0179	Two storey side and single storey rear extension 157 Swinston Hill Road Dinnington	12/3/19

Members had no planning based objections to the above applications

(B) To consider amended plans for planning application RB2018/1683 – erection of industrial unit (use class B2) with ancillary warehouse and office building at land off Todwick Road

Members discussed their concerns of how close this industrial unit would be to Bluebell Wood Children's Hospice. Members felt it only right to support Bluebell Wood in their objections to this planning application. The Clerk to compose a letter of objection and for 5 Councillors to also sign the letter.

(C) To discuss an appeal to planning application RB2018/0690 - Application to vary conditions 02 (realignment of garage footprint, alterations to garage, increase in height and provision of lean to structure) & 03 (boundary treatment) imposed by application RB2017/0897 82 Swinston Hill Road

Members were advised of the details, which were duly noted

30/19 Booking Concessions and Donations:

(A) Nil

31/19 For Members consideration and decisions:

(A) To discuss/agree a council charity for 2019

The Dinnington and District Branch of the Royal British Legion had written to the Council asking to be considered for the DSJTC nominated Charity 2019/20, which would include free use of The Lyric for fundraising events.

**Cllrs Boughton and Russell Proposed and Seconded that the requests of the Dinnington and District Branch of the Royal British Legion be granted
Vote: 10 For, 1 Against. Vote: Majority vote for the Dinnington and District Branch of the Royal British Legion to be the DSJTC Charity for 2019/20**

(B) To consider RMBC's review of polling districts, polling places and polling stations

Members agreed that DSJTC were to make representation to RMBC to consider using The Lyric as a Polling Station due to its ease of access located next to the Bus Station and free car parks

- (C) To review Financial Regulations

Cllrs Simmonds and Loftus Proposed and Seconded that the Financial Regulations be approved as presented. Vote: Unanimous

- (D) To approve a council Investment Strategy

Cllrs Simmonds and Cruickshanks Proposed and Seconded that the Investment Strategy be approved as presented. Vote: Unanimous

- (E) To approve finance software to comply with Making Tax Digital

The council currently maintained its accounts on Excel spreadsheets and submitted VAT returns manually. From October 1st 2019 this would no longer be acceptable due to HMRC's 'Making Tax Digital' directive, which made it mandatory to operate accounts with compliant software that linked automatically to HMRC. The Clerk provided quotes from three different software providers which would comply with HMRC's instruction and were appropriate for the parish/town council sector.

Cllrs Russell and Hart Proposed and Seconded that the software from 'Scribe' be purchased. Vote: Unanimous

- (F) To consider and decide on community club funding

The Assistant Clerk asked Members to approve an annual budget of £2000 for the DSJTC Community Club, to provide free and low cost events and activities at The Lyric for local residents, with the aim of reducing social isolation and building a community spirit

**Cllrs P Smith and Loftus Proposed and Seconded that the amount be reduced to £1000
Cllrs Scott and Simmonds Proposed and Seconded an amendment for the full £2000 to be awarded from the 2019/20 Community Fund.**

Vote on the Amendment: Unanimous. Amendment carried for £2000 to be awarded.

32/19

Park Avenue Cemetery/Lyric Theatre/Allotments/Land:

- (A) Update report from Lyric Management Working Group – no update, as no recent meeting

- (B) Allotment strip disposal update

DCLG approval received and solicitor instructed to complete the transfer

- (C) To discuss and agree a replacement sound desk

Cllr Scott Proposed and Cllr Cruickshanks Seconded that funds be taken from the 2018/19 Community Fund to purchase the equipment from the supplier Full Volume, as it was considered to be the most suitable system for the Lyric's requirements.

Vote: Unanimous

- (D) To decide on allotment tenancy condition breaches/non-payment by tenants

Members were informed that specific plot holders had breached their Tenancy Conditions by not paying their rent within the timeframe specified in their Tenancy Agreement. Members agreed that in this instance no further action would be taken, as the rent had now been paid, albeit late. However, in future if any Tenancy Conditions were breached, a notice to terminate the tenancy should be issued, as per the signed Tenancy Agreement. All plot holders to be informed in the 2020 rent letter, that if rent is paid late, they will be jeopardising their future tenancy.

33/19

Dinnington Town Council Grants:

- (A) To consider a grant request from St Leonard's Church

A grant request had been received from St Leonard's Church as they sought funds to help them celebrate their 150th anniversary.

Cllrs Loftus and Boughton Proposed and Seconded an award of £100

Cllrs Russell & Clarke Proposed and Seconded an amendment of £600

Vote on amendment: 6 For, 6 Against, 1 Abstained. The Chair used his casting vote of Against.

Vote on original proposal: 7 For, 1 Against, 4 Abstained. Vote to award £100 carried.

34/19

General Matters:

(A) Neighbourhood Plan update (Chair)

Following the Neighbourhood Plan consultation, concerns and queries were replied to, including objections from RMBC and CISWO. The Neighbourhood Plan goes to Independent Adjudication in September and a public referendum after that.

(B) Area Housing Panel update

The Area Housing Panel were grateful for the grant DSJTC gave for Davies Park. Major changes were taking place within the Area Housing Panel especially regarding decisions on what the money is spent on.

(E) Where We Live Group Update – no update, as no recent meeting

(D) Staffing Committee update

The Clerk was undertaking a 6 month probationary period for the additional role of Accountant following the Council's decision not to employ another Accountant.

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

Members were updated on all outstanding items

(G) To consider community projects with Dinnington High School

The Clerk had contacted Dinnington High School with a view to some pupils being involved in community projects with DSJTC, for example with the Community Club, whilst being supervised by teachers. Cllr Scott suggested the pupils could also help at the Community Garden. Members supported this initiative.

Date and time of next meetings:

- (A) 8th April 2019 at **7:00pm** at **The Lyric, Laughton Road**, Dinnington (Annual Parish Meeting)
- (B) 13th May 2019 at **7:00pm** at **The Lyric, Laughton Road**, Dinnington (Annual Town Council Meeting)

D SMITH
Chair
Dinnington St John's Town Council

Date: