

DINNINGTON ST. JOHN'S TOWN COUNCIL

Minutes of the Town Council Meeting Held on Monday 9th September 2019 The Lyric, Laughton Road, Dinnington

Present: Cllrs D Smith (Chair), L Clarke, G Cruickshanks, P Davies, J Hart, W Loftus, R Mugglestone, P Russell, S Scott, J Simmonds, P Smith

4 members of the public attended

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

- 85/19** David McWilliams – RMBC Asst Director Childrens Services (to discuss youth services)
- Apologies received from David McWilliams as he was unable to attend the meeting
- 86/19** Tom Smith, RMBC Asst Director Community Safety and Street Scene (to discuss selective licensing)
- Tom Smith delivered a presentation to explain the current status of selective licencing of privately rented properties within the Dinnington area. RMBC figures indicated that overall, private landlord standards had significantly improved, but a lot of work was still required. The current scheme would end in April 2020 with an option to extend for a further 5 years.
- Cllr Clarke asked RMBC to liaise with the Salvation Army on Leicester Road.
- Cllr D Smith asked that DSJTC be consulted during the scheme.
- Members agreed that selective licencing of private rented properties should continue in Dinnington and a letter of support to the scheme continuing would be sent to RMBC
- 87/19** 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
- 88/19** To note apologies for absence. Apologies received from Cllrs Lewis, Adams and Milner – Accepted. Cllr Boughton absent with no apologies.
- 89/19** To record any Declarations of Interest. - None
- 90/19** 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.
- Agreed that Item 99/19(H) be taken to private session
- 91/19** Monthly Accounts Schedule and relevant Budget Update Information:
- (A) To approve the Monthly Accounts for July/August 2019
- Members approved the Accounts
- (B) To approve a bank reconciliation
- Members approved the bank reconciliation
- (C) To receive a budget update report
- The Clerk explained the budget report to Members which was approved
- (D) To receive a report from the external auditor for the financial year 2018-19
- The Clerk presented the report to Members which documented that there were no concerns from the Auditor.

Dinnington St John's Town Council

PAYMENTS LIST 04/07/19 - 05/09/19

Voucher	Code	Date	Description	Supplier	Net	VAT	Total
	Wags incl PAYE				22481.77		22481.77
	Pension Contributions				615.11		615.11
225	IRIS Payroll	04/07/2019	Annual licence fee	IRIS	311.00	62.20	373.20
222	Mobile Phones	04/07/2019	Mobile phone charges	Staff	12.57	2.52	15.09
224	Microshade	04/07/2019	Monthly hosting fee	Microshade	131.25	26.25	157.50
223	Petty Cash	04/07/2019	Expenses claim	Staff	11.62	2.33	13.95
226	Grants & Community Activities/Support	08/07/2019	Community club support	Staff	4.42	0.00	4.42
232	Health & Safety Support (I-Safe)	08/07/2019	H&S Consultancy	I-Safe	160.00	32.00	192.00
233	Lyric Bar Purchases	08/07/2019	Card transaction fees	Worldpay	25.85	4.00	29.85
234	Lyric Bar Purchases	08/07/2019	Bar supplies	HB Clark	355.42	71.08	426.50
235	Lyric - Operation of Lights	09/07/2019	Lyric lighting/AV	Emma Briggs	50.00	0.00	50.00
236	Sundry Expenditure	09/07/2019	Fuel	Staff	5.40	0.00	5.40
253	Grants & Community Activities/Support	09/07/2019	Community club support	Staff	4.50	0.00	4.50
237	Cemetery Plants & Bedding	11/07/2019	Plants	Firsby Nurseries	891.00	0.00	891.00
238	IRIS Payroll	11/07/2019	Monthly hosting fee	IRIS	12.32	2.46	14.78
255	Legal Fees	12/07/2019	Legal fees	Ilett & Clark	-350.00	-70.00	-420.00
239	Printer Charges	15/07/2019	Printer charges	Konica Minolta	88.31	17.66	105.97
240	Vehicle Fuel	15/07/2019	Fuel	HM Wainwright	191.80	38.36	230.16
241	Cemetery - Misc Supplies incl staff uniform	16/07/2019	Cemetery supplies	Rackfords	6.25	1.25	7.50
242	Lyric Bar Purchases	16/07/2019	Bar supplies	HB Clark	109.01	21.80	130.81
243	Lyric Bar Purchases	16/07/2019	Bar supplies	HB Clark	383.30	76.66	459.96
244	Lyric Miscellaneous Supplies/Equipment Repair:	16/07/2019	Lyric supplies	Arco	97.16	19.43	116.59
245	Lyric - Operation of Lights	16/07/2019	Lyric lighting/AV	Flourish New Media	50.00	0.00	50.00
246	Lyric Miscellaneous Supplies/Equipment Repair:	16/07/2019	Lyric supplies	Staff	7.92	1.58	9.50
256	Mobile Phones	16/07/2019	Mobile phone charges	EE	73.92	14.78	88.70
257	Lyric Miscellaneous Supplies/Equipment Repair:	16/07/2019	New fridge	Nsbets	646.75	129.35	776.10
258	Lyric and Other Areas - Miscellaneous Repairs	17/07/2019	New notice board frame	R Ekin Fabrications	230.00	46.00	276.00
259	Lyric Miscellaneous Supplies/Equipment Repair:	17/07/2019	Ice maker	Nsbets	299.99	59.99	359.98
260	Lyric Miscellaneous Supplies/Equipment Repair:	17/07/2019	Lyric supplies	Arco	51.80	10.36	62.16
261	Fire Alarm Service (incl. call outs)	18/07/2019	Fire alarm service	Assured Fire & Security	296.00	59.20	355.20
262	Memorials	18/07/2019	Memorial fee	Beecroft Memorials	264.00	52.80	316.80
263	Memorials	18/07/2019	Memorial fee	Beecroft Memorials	365.00	73.00	438.00
264	Memorials	18/07/2019	Memorial fee	Beecroft Memorials	365.00	73.00	438.00
265	Xmas Festival - Electricity, Misc Supplies	22/07/2019	Electricity supply	NPower	55.70	2.79	58.49
266	Lyric Boiler Service/Gas Check	23/07/2019	Equipment service	Bancroft Heating	330.00	66.00	396.00
267	Lyric Bar Purchases	23/07/2019	Bar supplies	HB Clark	109.01	21.80	130.81
268	Lyric Bar Purchases	23/07/2019	Bar supplies	HB Clark	243.03	48.61	291.64
269	Lyric Bar Purchases	23/07/2019	Bar supplies	HB Clark	-10.00	-2.00	-12.00
270	Cemetery - Misc Supplies incl staff uniform	23/07/2019	Cemetery supplies	Arco	18.85	3.77	22.62
277	Cemetery - Misc Supplies incl staff uniform	23/07/2019	Cemetery supplies	Torne Valley	22.34	4.48	26.82
292	Bank fees	25/07/2019	Commission	Co-op Bank	7.20	0.00	7.20
298	Grave Digging	13/08/2019	Gravedigging	M&C Elliott	280.00	0.00	280.00
299	IRIS Payroll	13/08/2019	Monthly auto enrolment fee	IRIS	12.32	2.46	14.78
300	Health & Safety Support (I-Safe)	13/08/2019	H&S Consultancy	I-Safe	160.00	32.00	192.00
301	Lyric Miscellaneous Supplies/Equipment Repair:	13/08/2019	Lyric supplies	Torne Valley	34.95	6.99	41.94
302	Microshade	13/08/2019	Monthly hosting fee	Microshade	131.25	26.25	157.50
303	Lyric Bar Purchases	13/08/2019	Bar supplies	HB Clark	419.13	83.83	502.96
304	Project - Changing Room Refurb	13/08/2019	Lyric repairs	B&Q	37.56	7.52	45.08
305	Cemetery - Misc Supplies incl staff uniform	13/08/2019	Cemetery supplies	Rackfords	14.69	2.94	17.63
306	Project - Changing Room Refurb	13/08/2019	Lyric repairs	B&Q	99.38	19.90	119.28
307	Vehicle Licences	13/08/2019	Vehicle tax	DVLA	260.00	0.00	260.00
308	Lyric Miscellaneous Supplies/Equipment Repair:	13/08/2019	Floor cleaner	Granwax	71.00	14.20	85.20
309	Office Alarm	13/08/2019	Intruder alarm takeover	AT Alarms	330.43	66.09	396.52
310	Memorials	13/08/2019	Memorial fee	Beecroft Memorials	730.00	146.00	876.00
311	Cemetery - Misc Supplies incl staff uniform	13/08/2019	Cemetery supplies	Mole	11.25	2.25	13.50
312	Lyric Bar Purchases	13/08/2019	Card transaction fees	Worldpay	25.19	4.00	29.19
313	Vehicle Fuel	13/08/2019	Fuel	HM Wainwright	132.99	26.59	159.58
314	Grants & Community Activities/Support	13/08/2019	Community Club Entertainment	PAA Ltd	80.00	16.00	96.00
315	Project - Lyric Wifi	13/08/2019	Lyric wifi	Plusnet	47.00	9.40	56.40
316	Lyric Miscellaneous Supplies/Equipment Repair:	13/08/2019	Jack leads for microphones	Staff	7.50	0.00	7.50
317	Grants & Community Activities/Support	13/08/2019	Community club support	Staff	27.21	3.50	30.71
318	Lyric Miscellaneous Supplies/Equipment Repair:	13/08/2019	Padlock	Staff	3.99	0.00	3.99
319	Project - Changing Room Refurb	14/08/2019	Lyric repairs	B&Q	85.01	16.99	102.00
320	Project - Catering Equipment	14/08/2019	Storage boxes	Staff	17.50	3.50	21.00
321	Member/Staff Training	15/08/2019	Staff training	YLCA	-115.00	0.00	-115.00
322	Vehicle Servicing & Repairs	15/08/2019	Vehicle repairs	223 Automotive	279.99	48.00	327.99
323	Cemetery Drainage	15/08/2019	Water Drainage	Water Plus	305.44	0.00	305.44
327	Mobile Phones	20/08/2019	Mobile phone charges	EE	73.92	14.78	88.70
328	Project - Changing Room Refurb	20/08/2019	Lyric repairs	Screw fix	30.71	6.13	36.84
329	Cemetery - Misc Supplies incl staff uniform	20/08/2019	Cemetery supplies	Torne Valley	111.48	22.30	133.78
330	Cemetery Waste incl skip hire	21/08/2019	Skip change	KCM Waste	180.00	36.00	216.00
335	Cemetery - Misc Supplies incl staff uniform	27/08/2019	Cemetery supplies	Ryton DIY	295.96	0.00	295.96
336	Sundry Expenditure	28/08/2019	Expenses claim	Staff	58.00	0.00	58.00
337	Lyric Bar Stock Take	28/08/2019	Bar audit fee	PSB Stocktaking	80.00	0.00	80.00
341	Project - Changing Room Refurb	29/08/2019	Lyric repairs	Rackfords	15.01	3.00	18.01
342	External Audit	29/08/2019	External audit fee	PKF Accountants	800.00	160.00	960.00
338	Petty Cash	29/08/2019	Window cleaning	Oldale Cleaning Services	10.00	0.00	10.00
339	Petty Cash	29/08/2019	Window cleaning	Oldale Cleaning Services	10.00	0.00	10.00
340	Petty Cash	29/08/2019	Window cleaning	Oldale Cleaning Services	10.00	0.00	10.00
353	Lyric Miscellaneous Supplies/Equipment Repair:	04/09/2019	Fire risk assessment	Work Place Training & Safety Services	500.00	100.00	600.00
354	Allotment Water	04/09/2019	Water supply	Yorkshire Water	63.44	0.00	63.44
355	Lyric Water	04/09/2019	Water supply	Yorkshire Water	152.04	0.00	152.04
356	Grave Digging	04/09/2019	Gravedigging	M&C Elliott	280.00	0.00	280.00
				Total	35,183.91	1,854.13	37,038.04

Dinnington St John's Town Council
RECEIPTS LIST 04/07/19-05/09/19

Voucher	Code	Date	Description	Supplier	Net	VAT	Total
94	Bookings Income	03/07/2019	Lyric Hire	PKA Kickboxing	80.00	0.00	80.00
90	Bookings Income	04/07/2019	Lyric Hire	A Parker	120.00	0.00	120.00
91	VAT	04/07/2019	VAT refund	HMRC	2,161.50	0.00	2,161.50
95	Lyric Bar Income	06/07/2019	Bar receipts	Liquid Dance	39.67	7.93	47.60
96	Lyric Bar Income	06/07/2019	Bar receipts	Liquid Dance	512.50	102.50	615.00
97	Lyric Bar Income	07/07/2019	Bar receipts	Christening	81.04	16.21	97.25
98	Lyric Bar Income	07/07/2019	Bar receipts	Christening	219.42	43.88	263.30
92	Bookings Income	08/07/2019	Lyric Hire	Nic Palmer	36.00	0.00	36.00
93	Bookings Income	08/07/2019	Lyric Hire	Art Club	585.00	0.00	585.00
99	Bookings Income	09/07/2019	Lyric Hire	M Carroll	115.00	0.00	115.00
100	Lyric Bar Income	12/07/2019	Bar receipts	Bar income	288.33	57.67	346.00
101	Lyric Bar Income	13/07/2019	Bar receipts	Worldpay	59.17	11.83	71.00
102	Lyric Bar Income	13/07/2019	Bar receipts	Bar income	822.00	164.40	986.40
103	Genral Income (incl. interest, w ayleave)	16/07/2019	Commission	Tubz	13.40	0.00	13.40
114	Lyric Bar Income	19/07/2019	Bar receipts	Worldpay	64.17	12.83	77.00
115	Lyric Bar Income	19/07/2019	Bar receipts	Bar income	386.50	77.30	463.80
116	Lyric Bar Income	20/07/2019	Bar receipts	Worldpay	45.00	9.00	54.00
117	Lyric Bar Income	20/07/2019	Bar receipts	Bar income	386.42	77.28	463.70
118	Bookings Income	23/07/2019	Lyric Hire	D Brow n	50.00	0.00	50.00
104	Cemetery Income	23/07/2019	Burial fee	GS Steel	1,050.00	0.00	1,050.00
105	Cemetery Income	23/07/2019	Burial fee	Butcher & Son Ltd	830.00	0.00	830.00
106	Cemetery Income	23/07/2019	Memorial fee	Beecroft Memorials	140.00	0.00	140.00
107	Cemetery Income	23/07/2019	Memorial fee	Beecroft Memorials	40.00	0.00	40.00
108	Cemetery Income	23/07/2019	Memorial fee	Beecroft Memorials	40.00	0.00	40.00
109	Cemetery Income	23/07/2019	Memorial fee	Beecroft Memorials	40.00	0.00	40.00
110	Cemetery Income	23/07/2019	Memorial fee	Beecroft Memorials	150.00	0.00	150.00
111	Cemetery Income	23/07/2019	Memorial fee	Beecroft Memorials	40.00	0.00	40.00
112	Cemetery Income	23/07/2019	Memorial fee	Beecroft Memorials	40.00	0.00	40.00
113	Cemetery Income	23/07/2019	Memorial fee	Beecroft Memorials	40.00	0.00	40.00
133	VAT	29/07/2019	VAT refund	HMRC	0.00	0.00	0.00
129	Bookings Income	01/08/2019	Lyric Hire	H Row son	110.00	0.00	110.00
130	Genral Income (incl. interest, w ayleave)	01/08/2019	Ground rent	Dinnington Rugby Club	250.00	0.00	250.00
131	Bookings Income	02/08/2019	Lyric Hire	PKA Kickboxing	80.00	0.00	80.00
119	Bookings Income	12/08/2019	Lyric Hire	Art Club	100.00	0.00	100.00
120	Bookings Income	12/08/2019	Lyric Hire	Art Club	405.00	0.00	405.00
121	Bookings Income	12/08/2019	Lyric Hire	E Goddard	50.00	0.00	50.00
122	Bookings Income	12/08/2019	Lyric Hire	C Lane	50.00	0.00	50.00
123	Lyric Bar Income	12/08/2019	Bar receipts	Bar income	36.75	7.35	44.10
124	Lyric Bar Income	12/08/2019	Bar receipts	Bar income	93.00	18.60	111.60
125	Lyric Bar Income	12/08/2019	Bar receipts	Worldpay	60.42	12.08	72.50
126	Lyric Bar Income	12/08/2019	Bar receipts	Bar income	485.33	97.07	582.40
127	Allotment rent income	12/08/2019	Allotment fee	CR Roberts	23.00	0.00	23.00
128	Recovery of Events Expenditure	12/08/2019	Lyric Event	Lyric Summer Party	98.05	0.00	98.05
132	Grant Income	13/08/2019	Neighbourhood Plan G	Groundw ork UK	1,878.00	0.00	1,878.00
135	Bookings Income	19/08/2019	Lyric Hire	Jemma Midgley	50.00	0.00	50.00
134	Bookings Income	20/08/2019	Lyric Hire	R Clarke	50.00	0.00	50.00
136	Cemetery Income	27/08/2019	Burial fee	Butcher & Son Ltd	1,660.00	0.00	1,660.00
137	Cemetery Income	27/08/2019	Burial fee	AJ Wilton	140.00	0.00	140.00
138	Cemetery Income	27/08/2019	Burial fee	Butcher & Son Ltd	1,050.00	0.00	1,050.00
139	Lyric Bar Income	29/08/2019	Bar receipts	Bar income	80.75	16.15	96.90
142	Rugby Club Rent Income	02/09/2019	Ground rent	Dinnington Rugby Club	250.00	0.00	250.00
140	Bookings Income	04/09/2019	Lyric Hire	Parker-Knight	50.00	0.00	50.00
141	Genral Income (incl. interest, w ayleave)	04/09/2019	Wayleave	Norther Pow ergrid	55.08	0.00	55.08
143	Genral Income (incl. interest, w ayleave)	05/09/2019	Commission	Tubz	6.20	0.00	6.20
Total					15,586.70	732.08	16,318.78

TOTAL NET EXPENDITURE (+) AND INCOME (-) **20,719.26**

92/19 To approve the minutes of the meetings of the Council held on:

- (A) 8th July 2019 Minor amendments were required to agenda items 73/19, 84/19(A) and 84/19(B/C). Following these amendments, the Minutes were agreed

**Cllrs Muggestone and P Smith Proposed and Seconded that the minutes be approved.
Vote: 10 For, 1 abstained.**

Cllr D Smith (Chair) brought Agenda Item 99/19(A) forward to this point in the meeting.

99/19 (A) Neighbourhood Plan update (Chair)

- i) To formally approve the draft Neighbourhood Plan

**Cllrs Loftus and Simmonds Proposed and Seconded that the draft
Neighbourhood Plan be approved. Vote: 9 For, 2 Against**

- ii) To receive further information regarding a potential social housing project at the old Scarsdale Allotment site

Homes England had been approached and were keen to provide funding of up to £50k (with a possible 10% contribution from the council) to develop planning permission for the site.

A Community Land Trust would need to be established to protect the land. Due diligence would need to be completed before a bid could be accepted.

After a lengthy discussion regarding the bid, Cllrs P Smith and Loftus Proposed and Seconded to move business on to the next item.

Vote: 10 For, 1 Against

93/19 To consider any matters raised in the Public Session. - None

94/19 To consider/approve the following planning applications:

(A) New planning applications

Planning Reference	Details	Consultation End Date
RB2019/1090	Two storey side and single storey front extension 108 Byron Road Dinnington	Granted conditionally
RB2019/1137	Single storey front extension 100 Swinston Hill Road, Dinnington	10/09/19
RB2019/1235	Demolition of rear conservatory and erection of single storey rear extension 3 Rydal Close Dinnington	10/09/19
RB2019/1325	First floor side and rear extension, balconies to rear at first floor level and erection of boundary wall, Leys House, Leys Lane, Dinnington	11/09/19

There were no objections to any of the above applications

95/19 Booking Concessions and Donations:

(A) Nil

96/19 For Members consideration and decisions:

(A) To consider a response to the RMBC consultation on Selective Licensing – see item 86/19 above.

(B) To consider a proposal re council land at Leicester Road and Leys Lane/Lodge Lane

A request had been received for DSJTC to sell land at Leicester Road and Leys Lane/Lodge Lane.

Cllrs Scott and Russell Proposed and Seconded that DSJTC should not at the moment sell these pieces of land. Vote: Unanimous

97/19 Park Avenue Cemetery/Lyric Theatre/Allotments/Land:

(A) To discuss Coronation Park benches (Cllr P Smith)

Cllr P Smith requested that one of the benches be repositioned to a more appropriate place in relation to both the memorials in the park

Cllrs Hart and Loftus Proposed and Seconded to have the bench repositioned. Vote: Unanimous

(B) To consider re-surfacing options for the car park behind the bus station

Cllrs Loftus and Scott Proposed and Seconded to employ Sanmet as the contractor to re-surface the car park on council land behind the bus station. Vote: Unanimous

(C) To consider licensing The Lyric as a wedding venue

Cllrs Scott and Russell Proposed and Seconded to explore licencing The Lyric as a wedding venue.

Vote: Unanimous

98/19 Dinnington Town Council Grants:

- (A) To consider a request re grass cutting at the old Miners' Welfare site (Cllr Simmonds)

Cllr Simmonds requested that this item be withdrawn

99/19 General Matters:

- (A) Neighbourhood Plan update (Chair) – Previously discussed

- (B) Area Housing Panel update – Cllr Hart updated members on recent projects and emails with full details had been circulated to members.

- (C) Where We Live Group Update – members had received updates via email.

- (D) Community Club update

The Club held a Celebration Event on 5th September which was well attended and enjoyed by all. We asked for volunteers to help run the Club and 14 people volunteered. A meeting would be arranged to discuss how the volunteers could help and all Members would be emailed to advise of the date, so they too could attend.

- (E) To discuss the 'running list' of outstanding items – The Clerk updated Members of the lists current status

STANDING ORDERS WERE SUSPENDED AT 9PM IN ORDER TO COMPLETE THE MEETING AGENDA.

- (E) To discuss housing cladding (Chair)

Cllr D Smith (Chair) expressed his concerns about the external cladding RMBC puts on Council housing, which can cause damp issues inside the house. Cllr D Smith asked if DSJTC would contact RMBC to ask them to resolve the issue following tenant complaints.

Cllrs Clarke and Loftus proposed and seconded that DSJTC should write to RMBC supporting the tenants

- (F) To receive and respond to a letter of complaint

In response to the letter of complaint, Members agreed that they initially responded to the planning application in question based on the information they had at the time and that RMBC's planning portal showed no neighbour complaints that DSJTC could support against the planning application.

- (G) Staffing Committee update (Chair) – to be taken to private session

- (H) To discuss councillor conduct on non-council business (Chair)

Cllr D Smith (Chair) reminded Members acting outside of council meetings to be careful what they say and do to avoid bringing DSJTC into disrepute.

- (I) Christmas Festival update (Asst Clerk)

This year's Christmas Festival is an all-day event on Saturday 30th November and will include a Christmas Market instead of a Funfair. Members were asked if they would volunteer to help out at the Festival.

Private Session

Cllr D Smith (Chair) updated Members with recent staffing appointments.

Date and time of next meetings:

(A) 14th October 2019 at 7:00pm at **The Lyric, Laughton Road**, Dinnington

D SMITH
Chair
Dinnington St John's Town Council

Date: