

ANSTON PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD AT THE PARISH HALL, 15A RYTON ROAD, NORTH ANSTON ON MONDAY 17th MAY 2021

Present: Councillors Diane Graham (Chairman), Tim Baum-Dixon, Phil Bowers, John Ireland, Jonathan Ireland, Clive Jepson, Myles Manship, Matt Mears, Drew Tarmey, Colin Tawn, Tracey Wilson and Marie Wilkinson.

In Attendance: Chris Pilkington (Clerk) and one member of the public.

58.21 ELECTION OF CHAIRMAN

RESOLVED: That Cllr Diane Graham be elected as the Chairman of the Council until the next Annual Meeting of the Council.

The Chairman read out the statement of behaviours expected of councillors.

59.21 ELECTION OF VICE-CHAIRMAN

RESOLVED: That Cllr Drew Tarmey be elected as the Vice-Chairman of the Council until the next Annual Meeting of the Council.

60.21 DELIVERY OF ACCEPTANCE OF OFFICE FORMS

RESOLVED: That members of the Council and the Chairman of the Council be allowed to complete their declaration of acceptance of office forms at the end of the meeting and no later than the next meeting of the Council.

61.21 APOLOGIES

Apologies for the meeting and a reason for absence from it were received from Cllr Ben Bentley.

RESOLVED: That the reason for absence of Cllr Bentley be approved.

62.21 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

(a) TO RECEIVE DISCLOSURES BY MEMBERS OF ANY DISCLOSABLE PECUNIARY INTERESTS FOR THE PURPOSES OF SECTION 31 OF THE LOCALISM ACT 2011 AND ANY OTHER RELEVANT INTERESTS UNDER THE MEMBERS CODE OF CONDUCT

Cllr Jepson declared an interest in respect of agenda item 17(a) and Cllr Wilson declared an interest in respect of agenda item 10(d).

RESOLVED: That this be noted.

(b) TO RECEIVE AND DECIDE UPON REQUESTS FOR DISPENSATIONS TO COUNCILLORS TO TAKE PART IN DISCUSSIONS AND VOTES WHERE THEY HAVE DECLARED DISCLOSABLE PECUNIARY INTERESTS

None.

63.21 PUBLIC PARTICIPATION

One question relating to the bowling green was read out and the Chairman answered it.

RESOLVED: That this be noted.

64.21 IDENTIFICATION OF ITEMS FOR THE EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the press and public be excluded for the consideration of agenda items 14(a) and 14(b) due to the confidential nature of the items to be discussed.

65.21 MINUTES OF THE MEETING OF THE COUNCIL HELD ON MONDAY 26th APRIL 2021

RESOLVED: That the minutes of the meeting of the Council held on Monday 26th April 2021 be confirmed as an accurate record and signed by the Chairman of the meeting.

66.21 GOVERNANCE MATTERS

(a) READOPTION OF THE GENERAL POWER OF COMPETENCE

The Clerk reminded members that the Council had adopted the General Power of Competence at its meeting on 20th August 2018 and that it had to resolve to readopt it at the annual meeting of the Council after each set of ordinary elections to it.

RESOLVED: That Anston Parish Council meets all the conditions required to be met to adopt and exercise the General Power of Competence further to Section 8(2) of the Localism Act 2011 and the Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012.

(b) PROCESS FOR FILLING TWO ORDINARY VACANCIES ON THE COUNCIL

The Council reported that following the elections to the Council on 6th May there were two ordinary vacancies on the Council. One for the north ward of the Council and the other for the south ward. These could be filled by co-option albeit that RMBC could call fresh elections to fill them if they were not filled by co-option with 35 days of the election.

RESOLVED: That the Council co-opt to fill the vacancies at its meeting on 19th July with the deadline for applications being 12th July. Moreover that the Council confirm with RMBC that they are agreeable to that timescale for filling the vacancies.

(c) BANK SIGNATORIES AND ONLINE BANK AUTHORISERS

The Clerk explained that it would aid the efficient running of the Council if current bank signatories and on-line bank authorisers could remain on the bank mandates until such time as new mandates are fully in force even if certain current signatories and authorisers were no longer members of the Council.

RESOLVED: That the current bank signatories and on-line bank authorisers remain on the bank mandates until such time as new mandates are fully in force.

(d) ACTION PLAN FOR THE 2021-2022 FINANCIAL YEAR

The Clerk had not yet been able to prepare the action plan and asked to defer consideration of this matter to the next meeting of the Council.

RESOLVED: That this be noted and the action plan considered at the next meeting of the Council.

67.21

COMMITTEE MEMBERSHIPS

(a) REVIEW OF THE TERMS OF REFERENCE OF THE FINANCE & GENERAL PURPOSES COMMITTEE AND MEMBERSHIP FOR 2021-2022

RESOLVED: That the members of the Finance & General Purposes Committee for 2021/2022 be Cllrs Baum-Dixon, Bentley, Graham, Ireland (Jnr), Jepson, Tawn, Wilkinson and Wilson with three vacancies to be filled at a later date. Revised terms of reference for the Committee to be brought to the next meeting of the Council.

(b) REVIEW OF THE TERMS OF REFERENCE OF THE OPEN SPACES COMMITTEE AND MEMBERSHIP FOR 2021-2022

RESOLVED: That the members of the Open Spaces Committee for 2021/2022 be Cllrs Bowers, Ireland (Jnr), Ireland (Snr), Jepson, Manship, Tawn and Wilkinson with two vacancies to be filled at a later date. Revised terms of reference for the Committee to be brought to the next meeting of the Council.

(c) REVIEW OF THE TERMS OF REFERENCE OF THE STAFFING COMMITTEE AND MEMBERSHIP FOR 2021-2022

RESOLVED: That the members of the Staffing Committee for 2021/2022 be Cllrs Bentley, Bowers, Graham, Jepson, Tarmey, Tawn and Wilkinson with two vacancies to be filled at a later date.

(d) REVIEW OF THE TERMS OF REFERENCE OF THE ALLOTMENTS COMMITTEE AND MEMBERSHIP FOR 2021-2022

RESOLVED: That the members of the Allotments Committee for 2021/2022 be Cllrs Bowers, Ireland (Jnr), Tawn, Wilkinson and Wilson.

(e) APPOINTMENT OF NEW COMMITTEES FOR 2021-2022

RESOLVED: That no new committees be appointed for 2021-2022.

68.21

REPRESENTATION ON OUTSIDE BODIES

(a) PARISH COUNCIL REPRESENTATIVES TO MEETINGS OF THE SOUTH YORKSHIRE BRANCH OF THE YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

RESOLVED: That Cllrs Bentley and Graham be the representatives of the Council to YLCA branch meetings.

(b) NOMINATIONS FOR THE POSITIONS OF BRANCH CHAIRMAN AND VICE-CHAIRMAN OF THE SOUTH YORKSHIRE BRANCH OF THE YORKSHIRE LOCAL COUNCILS ASSOCIATIONS AND BRANCH REPRESENTATIVES ON THE YLCA JOINT EXECUTIVE BOARD

RESOLVED: That no nominations be made.

69.21

REVIEW OF POLICIES AND OTHER ARRANGMENTS

(a) REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS OF THE COUNCIL

Cllr Tawn suggested that certain sections of the standing orders which referenced the European Union required revising. Cllr Mears raised concerns about the accessibility of the standing orders documents.

RESOLVED: That advice be sought from the Yorkshire Local Councils Associations regarding up to date wording for the standing orders in question and a revised version of the standing orders be brought to a future meeting of the Council. The Clerk to liaise with Cllr Mears regarding the accessibility of the document. Moreover that draft revised financial regulations be brought to a meeting of the Finance & General Purposes Committee for consideration before going to the full Council.

(b) REVIEW OF DELEGATED POWERS OF CLERK AND ANY DELEGATION ARRANGEMENTS WITH OTHER LOCAL AUTHORITIES

RESOLVED: That any suggested changes to the delegated powers of the Clerk be taken to a meeting of the Finance & General Purposes Committee before presentation to the full Council.

(c) REVIEW OF ARRANGEMENTS, INCLUDING LEGAL ARRANGEMENTS, WITH OTHER LOCAL AUTHORITIES, NOT-FOR-PROFIT BODIES AND BUSINESSES

It was noted that the Council was holding funds on behalf of other local councils in the district in respect of the flood relief funding received from South Yorkshire Community Foundation.

RESOLVED: That this be noted.

(d) REVIEW OF REPRESENTATION ON OR WORK WITH EXTERNAL BODIES AND ARRANGEMENTS FOR REPORTING BACK

It was noted that the Council was represented on the South Yorkshire branch of the Yorkshire Local Councils Associations and that it regularly sent representatives to various meetings organised by Rotherham Metropolitan Borough Council. The Clerk and councillors reported back on all these meetings to the Parish Council.

RESOLVED: That this be noted.

(e) REVIEW OF INVENTORY OF LAND AND OTHER ASSETS INCLUDING BUILDINGS AND OFFICE EQUIPMENT

RESOLVED: That the Lychgate be taken off the asset register of the Council and a revised register and inventory prepared of the Council's land and other assets.

(f) CONFIRMATION OF INSURANCE COVER

The Clerk confirmed that the Council had insurance cover in respect of all insurable risks. He suggested that the Finance & General Committee might want to review the cover at some point during the financial year.

RESOLVED: That this be noted and the Finance & General Purposes Committee review the Council's insurance cover during the financial year.

(g) REVIEW OF THE COUNCIL'S AND STAFF SUBSCRIPTIONS TO OTHER BODIES

RESOLVED: That no changes be made to the list of bodies to which the Council and staff subscribed.

(h) REVIEW OF THE COUNCIL'S COMPLAINTS PROCEDURE

It was noted that the Council's complaints procedure was not based on the NALC model version.

RESOLVED: That a draft complaints procedure based on the NALC model version be brought to a future meeting of the Council for consideration.

(i) REVIEW OF THE COUNCIL'S POLICIES, PROCEDURES AND PRACTICES IN RESPECT OF ITS OBLIGATIONS UNDER FREEDOM OF INFORMATION AND DATA PROTECTION LEGISLATION

The Clerk confirmed that the Council operated in line with freedom of information and data protection legislation but he would review its policies in line with the latest NALC guidance and report back to a future meeting of the Council.

RESOLVED: That this be noted.

(j) REVIEW OF THE COUNCIL'S POLICY FOR DEALING WITH THE PRESS/MEDIA

RESOLVED: That a draft media policy be brought to a future meeting of the Council for consideration.

(k) REVIEW OF THE COUNCIL'S EMPLOYMENT POLICIES AND PROCEDURES

RESOLVED: That the Staffing Committee carry out the review of the Council's employment policies and procedures.

(l) REVIEW OF THE COUNCIL'S EXPENDITURE INCURRED UNDER SECTION 137 OF THE LOCAL GOVERNMENT ACT 1972 OR THE GENERAL POWER OF COMPETENCE

The Clerk reported that the Council used the General Power of Competence as its power of first resort and that no expenditure had been incurred during the year using Section 137. With the possible exception of expenditure on electricity at St James' Church he was not aware of any expenditure incurred by the Council which it was not entitled to incur.

RESOLVED: That this be noted.

70.21

PLANNING MATTERS

(a) PLANNING APPLICATION RB2021/0751, DEMOLITION OF ATTACHED OUTBUILDING AND ERECTION OF TWO STOREY SIDE AND SINGLE STOREY FRONT EXTENSION, 15 DUKERIES DRIVE, NORTH ANSTON

RESOLVED: That no response be made.

(b) PLANNING APPLICATION RB2021/0785, FULL TWO STOREY SIDE EXTENSION, 20 WEST STREET, SOUTH ANSTON

RESOLVED: That no response be made.

(c) PLANNING APPLICATION RB2021/0816, DEMOLITION OF EXISTING GARAGE AND ERECTION OF TWO STOREY SIDE AND REAR EXTENSION AND SINGLE STOREY SIDE EXTENSION, 2 YEW TREE AVENUE, NORTH ANSTON

RESOLVED: That no response be made.

(d) PLANNING APPLICATION RB2021/0838, TWO STOREY SIDE EXTENSION AND SINGLE STOREY FRONT AND SIDE EXTENSION, 1 WHITE GATE, NORTH ANSTON

RESOLVED: That no response be made.

(e) PLANNING APPLICATION RB2021/0866, PRIOR NOTIFICATION FOR A LARGER HOUSE EXTENSION WITH A 6M REAR EXTENSION, A HEIGHT OF 2.5M TO THE EAVES AND AN OVERALL HEIGHT OF 3.4M, 64 PARK AVENUE, NORTH ANSTON

RESOLVED: That no response be made.

(f) PLANNING APPLICATION RB2021/0869, DEMOLITION OF EXISTING CONSERVATORY AND GARAGE AND ERECTION OF SINGLE STOREY SIDE AND REAR EXTENSION, 6 LOBELIA COURT, SOUTH ANSTON

RESOLVED: That no response be made.

(g) PLANNING APPLICATION RB2021/0889, SINGLE STOREY REAR EXTENSION, 84 WORKSOP ROAD, SOUTH ANSTON

RESOLVED: That no response be made.

71.21 LAND AND PROPERTY MATTERS

(d) REPLACEMENT OF PLAY EQUIPMENT

The Clerk reported that he was still awaiting proposals and quotes from a third company before presenting them and those from two other companies to the Council. He had contacted Community First Yorkshire about assistance in identifying and completed relevant grant applications.

RESOLVED: That this be noted and an update provided to the next meeting of the Council.

(e) MEMORIAL BENCH FOR THE BAULK

The Clerk reported that the memorial bench was still on order.

RESOLVED: That this be noted and an update provided to the next meeting of the Council.

72.11

PARISH MATTERS

(a) PROPOSAL FOR COVID-19 MEMORIAL IN GREENLANDS PARK OR ELSEWHERE IN THE PARISH

The Clerk reported that the Responsible Financial Officer and he were investigating costings for a memorial on the memorial wall in the Parish Council cemetery in South Anston.

RESOLVED: That this be noted and an update brought to the next meeting of the Council.

(b) DONATION OF LAPTOPS TO LOCAL SCHOOLS

The Clerk reported that he had changed supplier for the laptops and there arrival was awaited.

RESOLVED: That this be noted and an update provided to the next meeting of the Council.

(c) BOOKS RELATING TO THE HISTORY OF THE PARISH

The Clerk reported that costings for the reprinting had been obtained and would be presented to the meeting of the Finance & General Purposes Committee on 9th June for consideration.

RESOLVED: That this be noted and an update provided to the next meeting of the Council.

(d) PROBLEMS WITH LITTER IN THE PARISH

The Clerk reported that he would be talking with the new ward councillors about how the litter picking volunteers could be supported and thanked.

RESOLVED: That this be noted and an update provided to the next meeting of the Council.

73.21

EVENTS

(a) 2021 STEAM RALLY

The Clerk reported that he understood that everything was on track for the rally to be held in late June.

RESOLVED: That this be noted and an update provided to the next meeting of the Council.

(b) REQUEST TO HOLD FUN FAIR

The Clerk reported that he had yet to meet with the Tuckers to discuss putting on a funfair in late September/early October.

RESOLVED: That this be noted and an update provided to the next meeting of the Council.

(c) ARRANGEMENTS FOR THE 2021 BONFIRE NIGHT & FIREWORKS DISPLAY

The Clerk updated members on arrangements for the bonfire night and fireworks display.

RESOLVED: That this be noted and an update provided to the next meeting of the Council.

74.21 CORRESPONDENCE

(a) ROTHERHAM METROPOLITAN BOROUGH COUNCIL, IDENTIFICATION OF WARD PRIORITIES FOR WARD PLANS

Cllrs Baum-Dixon and Wilson declared an interest in this item as RMBC ward councillors. A variety of issues were mentioned as possibilities for inclusion in the ward plans including combatting anti-social behaviour, loneliness, a lack of work on trees and RMBC not taking on responsibility for fencing in various locations in the parish.

RESOLVED: That this be noted.

(b) YORKSHIRE LOCAL COUNCILS ASSOCIATIONS, LOCAL COUNCIL APPOINTMENTS TO RMBC LOCAL COUNCIL JOINT WORKING GROUP

RESOLVED: That Cllr Jepson be nominated by the Parish Council to join the Joint Working Group.

(c) ROTHERHAM METROPOLITAN BOROUGH COUNCIL, LOCAL COUNCILS COVID-19 BRIEFING, TUESDAY 25th MAY 2021

The Clerk reported that the notes of the briefing had been circulated.

RESOLVED: That this be noted.

(d) NATIONAL ASSOCIATION OF LOCAL COUNCILS, DCMS RURAL BROADBAND CONSULTATION

RESOLVED: That this be noted.

75.21 DISCUSSION OF ITEMS FOR WHICH PRESS AND PUBLIC HAVE BEEN EXCLUDED

14(a) FUTURE OF THE HILLCREST PROPERTY

The Clerk updated members on negotiations with RMBC regarding the future of the site.

RESOLVED: That this be noted and an update provided to the next meeting of the Council.

(b) CEMETERY EXTENSION PROJECT

The Clerk reported that a meeting with the cemetery development company had been held on 7th May and it had informed the recommendations he was presenting to the Council.

RESOLVED: That the recommendations set out in the briefing paper presented be accepted and an update provided to the next meeting of the Council.

(c) OLD LIBRARY BUILDING

The Clerk reported that he was progressing the valuation of the building.

RESOLVED: That this be noted, a copy of the lease circulated to members, and an update provided to the next meeting of the Council.

76.21 ITEMS FOR THE AGENDA OF THE NEXT MEETING

RESOLVED: That the matters of reporting by RMBC ward councillors, bouldering in Anston Stones Wood and the water supply on Rackford Meadow be placed on the agenda of the next meeting of the Council.

77.21 MEETING DATES

(a) SCHEDULE OF MEETING DATES

RESOLVED: That the schedule of meeting dates for the Council and its committees up to and including the next Annual Meeting be approved as presented but that separate annual and ordinary meetings of the Council be held in 2022.

(b) DATE OF NEXT MEETING

RESOLVED: That the Parish Council next meet on Monday 21st June 2021 at 7pm at the Parish Hall, 15a Ryton Road, North Anston.

Chris Pilkington PSLCC

Clerk to Anston Parish Council

17th June 2021