

## ANSTON PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ONLINE ON MONDAY 20<sup>th</sup> JULY 2020

**Present:** Councillors Diane Graham (Chairman), Paul Vernon (Vice-Chairman), Ben Bentley, Philip Bowers, Jonathan Ireland, Clive Jepson, Myles Manship, Colin Tawn and Marie Wilkinson.

**In Attendance:** Chris Pilkington (Clerk), Michael Gazur (Responsible Financial Officer) and one member of the public.

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

#### **41.20 APOLOGIES**

Apologies for the meeting and reasons for absence from it were received from Cllrs Glyn Prendergast and Bev Thornley.

**RESOLVED:** That the reasons for absence of Cllrs Prendergast and Thornley be accepted.

#### **42.20 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**

None.

**(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.

#### **43.20 PUBLIC PARTICIPATION**

There were no questions from members of the public.

#### **44.20 IDENTIFICATION OF ITEMS FOR THE EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** That the press and public be excluded for the consideration of agenda item 7(b) due to the confidential nature of the items to be discussed.

**45.20 MINUTES OF THE MEETING OF THE COUNCIL HELD ON MONDAY 16<sup>th</sup> MARCH 2020**

It was noted that the apologies of Cllr John Ireland rather than those of Cllr Bowers should have been noted in the minutes.

**RESOLVED:** That the minutes be amended to record the apologies of Cllr John Ireland and approval of his reason for absence, and that with that one amendment the minutes of the meeting of the Council held on Monday 16<sup>th</sup> March 2020 be confirmed as an accurate record and signed by the Chairman of the meeting.

**46.20 GOVERNANCE AND FINANCE MATTERS**

**(a) REPORT OF THE INTERNAL AUDITOR FOR THE 2019/2020 FINANCIAL YEAR**

The report of the internal auditor was received. In the report she was making a few recommendations.

**RESOLVED:** That the report of the internal auditor be accepted, and her recommendations implemented.

**(b) ANNUAL GOVERNANCE STATEMENT FOR THE 2019/2020 FINANCIAL YEAR**

**RESOLVED:** That the Annual Governance Statement for the 2019/2020 financial year be approved as completed.

**(c) ACCOUNTING STATEMENTS FOR THE 2019/2020 FINANCIAL YEAR AND PERIOD OF EXERCISE OF PUBLIC RIGHTS**

**RESOLVED:** That the accounting statements for the 2019/2020 financial year be approved as completed and the period for the exercise of public rights be from 27<sup>th</sup> July to 7<sup>th</sup> September 2020.

**(d) APPOINTMENT OF INTERNAL AUDITOR FOR THE 2020/2021 FINANCIAL YEAR**

**RESOLVED:** That Diane Brown be re-appointed as the internal auditor for the Council for the 2020/2021 financial year.

**(e) ANNUAL MEETING OF THE COUNCIL**

The Clerk explained that the legislation introduced by the Government to enable virtual meetings of parish councils also allowed the deferment of annual meetings of parish councils until May 2021. He asked the Council to decide whether it wanted to hold an annual meeting in 2020.

**RESOLVED:** That no annual meeting of the Council take place in 2020 and the next annual meeting of the Council be held in May 2021.

#### **(f) MEETING DATES FOR THE 2020-2021 COUNCIL YEAR**

The Clerk presented a schedule of meeting dates for the Council, its committees, and the Recreation Ground Charity.

**RESOLVED:** That the schedule of meeting dates be accepted but that the August meeting of the Council take place on Monday 10<sup>th</sup> August.

(Cllr Jepson joined the meeting)

#### **(g) LOCAL GOVERNMENT ASSOCIATION NEW MODEL OF CONDUCT**

**RESOLVED:** That on behalf of the Council the Clerk draft a response to the consultation on the new model code of conduct produced by the Local Government Association.

#### **(h) BRIEFING PAPERS FOR AGENDA ITEMS**

Cllr Ireland put forward the proposition that all proposals for action placed on the agenda, either from councillors or the Clerk, be accompanied by briefing papers.

**RESOLVED:** That all proposals for action placed on the agenda of future meetings of the Council, whether from councillors or officers, be accompanied by briefing papers.

47.20

### **LAND AND PROPERTY MATTERS**

#### **(a) CLERK'S REPORT**

The Clerk updated members on ongoing projects and activities and added that the Recreation Ground Charity had been successful in drawing down £20,000 in business support grant funding.

**RESOLVED:** That the report be noted.

#### **(b) CEMETERY EXTENSION PROJECT**

The Clerk spoke to the report he had prepared, a discussion took place, and a course of action agreed.

**RESOLVED:** That the course of action agreed be undertaken.

#### **(c) CROWGATE RECREATION GROUND**

The Clerk spoke to the report he had prepared and a discussion took place.

**RESOLVED:** That the Council agree to the football club's request to place a portacabin on the site subject to it being of a suitable vandal proof construction and them agreeing to insure and maintain it.

**(d) OLD LIBRARY BUILDING**

The Clerk reported that he was still seeking advice regarding the building and asked for discussion of the building to be deferred to the next meeting of the Council.

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

48.20

**PLANNING MATTERS**

**(a) PLANNING APPLICATION RB2020/0819, SINGLE STOREY REAR EXTENSION, 32 NURSERY CRESCENT, NORTH ANSTON**

**RESOLVED:** That no response be made.

**(b) PLANNING APPLICATION RB2020/0915, ALTERATIONS TO ROOF INCLUDING RAISING OF ROOF HEIGHT TO CREATE ROOMS IN ROOF SPACE WITH REAR DORMER WINDOWS, 23 WEST STREET, SOUTH ANSTON**

**RESOLVED:** That no response be made.

**(c) PLANNING APPLICATION RB2020/1011, SINGLE STOREY SIDE EXTENSION, 12 THIRLMERE DRIVE, NORTH ANSTON**

**RESOLVED:** That no response be made.

**(d) PLANNING APPLICATION RB2020/1042, APPLICATION TO UNDERTAKE WORKS TO A TREE(S) PROTECTED BY TPO NO.7 DATED 7<sup>th</sup> JUNE 2002, THE BUNGLAOW, QUARRY LANE, NORTH ANSTON**

**RESOLVED:** That no response be made.

**(e) REVIEW OF DELEGATED POWER OF THE CLERK TO RESPOND TO PLANNING APPLICATIONS IN BEHALF OF THE COUNCIL**

The Clerk reminded members that at the March meeting of the Council they had given him the delegated power to respond to planning applications on behalf of the Council. The rationale at the time being that it was not then known when the Council could meet again. Now that it could hold virtual meetings, he was recommending that the delegated power be withdrawn, and all planning applications again considered at meetings of the full Council.

**RESOLVED:** That the delegated consultation be withdrawn.

**RESOLVED:** That a vote of thanks be given to the Clerk, the Responsible Financial Officer and other members of staff for their work during the epidemic since the Council last met.

**49.20            REPORTS FROM MEETINGS**

**(a) YORKSHIRE LOCAL COUNCILS ASSOCIATIONS SOUTH  
YORKSHIRE BRANCH MEETING – WEDNESDAY 17<sup>th</sup> JUNE 2020**

Cllr Graham had attended the virtual meeting of the branch and reported that the Associations had made a small surplus for the last financial year, that training webinars were proving popular, local councils were getting used to using Zoom and similar systems for virtual meetings and that the need for business continuity plans had been highlighted.

**RESOLVED:** That the report be noted.

**50.20            PARISH MATTERS**

**(a) PROVISION OF CHRISTMAS TREES AND LIGHTS**

**RESOLVED:** In the absence of Cllr Prendergast it was agreed to defer consideration of this item to the next meeting of the Council.

**(b) AWARDS EVENING**

**RESOLVED:** In the absence of Cllr Prendergast it was agreed to defer consideration of this item to the next meeting of the Council.

**51.20            DISCUSSION OF ITEMS FOR WHICH PRESS AND PUBLIC HAVE  
BEEN EXCLUDED**

There were no such items.

**52.20            ITEMS FOR THE AGENDA OF THE NEXT MEETING**

**RESOLVED:** That the matters of the provision of new play equipment and of barrels/planters for plants be added to the agenda of the next meeting of the Council.

**53.20            DATE AND VENUE OF NEXT MEETING**

**RESOLVED:** That the next meeting of the Council take place virtually via Zoom on Monday 10<sup>th</sup> August 2020.

Chris Pilkington PSLCC  
Clerk to Anston Parish Council  
7<sup>th</sup> August 2020