

**MINUTES OF THE ANNUAL MEETING OF SPROTROUGH &
CUSWORTH PARISH COUNCIL HELD 16 MAY, 2019 AT THE
GOLDSMITH CENTRE, SPROTROUGH**

Prersent: Cllrs: D. Holland (Chair), P. Haith, T. Rawlings, K. Rodgers, J. Rodgers, S. Holland, S. Gallagher, D. McMullan, C. Ransome, A. Curtis, T. Nicholson, L. Chipp, M.Greenhalgh, J. Sambrook, R.A.Jones, D. Longley.

In attendance: 4 members of the public.

Thanks were extended to Anita Unsworth, Clerk to the Council on her leaving, for her excellent work and commitment to the Parish Council over 17 years. Janice Hepworth, R.F.O. was also thanked for her work. Cllr. P. Haith was thanked for her excellent contribution as Chair of the Council over several terms of office stretching back more than 20 years.

4284. **CHAIRPERSON OF THE COUNCIL**

Cllr. D. Holland was elected unopposed as Chairperson of the Council.

Resolved: That Cllr. D. Holland be confirmed as Chairperson of the Council for the ensuing year 2019/20. The signing of the Declaration of Office of Chairperson of the Council was duly witnessed by the Clerk.

4285. **VICE CHAIRPERSON OF THE COUNCIL**

Cllr. K. Rodgers was elected unopposed as Vice Chairperson of the Council for the ensuing year 2019/20.

4286. **APOLOGIES**

Resolved: That an apology received from Cllr. F. Cahill (personal) be accepted.

4287. **DECLARATION OF PERSONAL OR DISCLOSABLE PECUNIARY INTEREST**

Cllrs. P. Haith and L. Chipp declared an interest in item 27 of the agenda.

4288. **CONFIDENTIAL BUSINESS**

Resolved: That pages 5 & 6 of the Minutes of the meeting held 18.4.19 and part of item 7(b) of the agenda be discussed with press and public excluded under the provision of the Public Bodies (Admission to Meetings) Act 1960.

4289. **MATTERS RAISED BY THE PUBLIC**

Having previously been inspected by a professional hearing loop specialist and approved, the Committee room acoustics would again be reviewed.

4290. **SCHEDULE OF ACCOUNTS AND PAYMENTS DUE**

Resolved: That items to be paid, as set out, be noted and agreed in the sum of £17,558.84.

4291. **COMMITTEES OF THE COUNCIL**

Cllr. T. Rawlings was elected unopposed as Chairperson of the Performance Review and Staffing Committee and Cllr. A. Curtis was elected unopposed as Vice Chairperson.

Chair:	Cllr. T. Rawlings
Vice Chair:	Cllr. A. Curtis
Members:	Cllrs. C. Ransome, K. Rodgers, D. McMullan.

Cllr. P. Haith was elected unopposed as Chairperson of the Parish Newsletter Committee.

Resolved: That 5 members of the Parish Newsletter Working Group be as follows:-

Chair:	Cllr. P. Haith
Members:	Cllrs. K. Rodgers, L. Chipp, C. Ransome, T. Nicholson.

Cllr. K. Rodgers was elected unopposed as Chairperson of the Anchorage Lane Play Area Working Group.

Resolved: That 5 members of the Anchorage Lane Play Area Working Group be as follows:-

Chair: Cllr. K. Rodgers
Members: Cllrs. T. Rawlings, P. Haith,
D. Longley, J. Sambrook.

Cllr. D. Holland was elected unopposed as Chairperson of the Community Assets Working Group.

Resolved: That 5 members of the Community Assets Working Group be as follows:-

Chair: Cllr. D. Holland
Members: Cllrs. T. Rawlings, K. Rodgers,
C. Ransome, L. Chipp.

4292. **DESIGNATED DAYS, TIMES AND VENUE OF MEETINGS**

Resolved: That the meetings of the Parish Council be on the 3rd Thursday of each month with the exception of the July 2019 meeting which would take place on the 17th July and not the 18th and the September meeting which would take place on the 18th September and not the 19th all commencing at 7.00pm and finishing at 9.30pm.

The Annual Parish Council and Annual meeting of Electors to commence at 6.30pm.

The Performance Review and Staffing Committee, Newsletter, Community Assets and Anchorage Lane Play Area Working Group meetings to be at the call of the Chair.

4293. **SCAWSBY C.C. JOINT MANAGEMENT COMMITTEE**

Resolved: That the following members be appointed to represent the Parish Council on the Committee:-

Vice Chair: Cllr. T. Rawlings
Members: Cllrs. P. Haith, J. Rodgers,
T. Nicholson, D. McMullan.

4294. **NEIGHBOURHOOD PLANNING GROUP**

Resolved: That the following members represent the Parish Council on the group:-

Cllrs. C. Ransome, L. Chipp,
D. Longley, T. Nicholson.

4295. **REPRESENTATIVE TO DON GORGE COMMUNITY GROUP**

Resolved: That Cllr. C. Ransome represent the Parish Council on the above group.

4296. **REPRESENTATIVE TO PARISH COUNCILS J.C.C.**

Resolved: That Cllr. A. Curtis represent the Parish Council on the above Committee and the Parish Charter Working Group. Cllr. T. Nicholson would substitute in the absence of Cllr. A. Curtis.

4297. **MEMBER TO VERIFY BANK RECONCILIATION**

Resolved: That Cllr. T. Rawlings be appointed non signatory member to verify bank reconciliation.

4298. **SPROTBROUGH COMMUNITY LIBRARY MANAGEMENT COMMITTEE**

Resolved: That Cllr. A. Curtis represent the Parish Council on the above Committee.

4299. **DONCASTER TRANSPORT USER GROUP**

Resolved: That Cllrs. S. Holland and A. Curtis represent the Parish Council on the above group.

4300. **REPRESENTATIVE TO Y.L.C.A.**

Resolved: That Cllrs. R.A. Jones and A. Curtis represent the Parish Council on the above Association.

4301. **Y.L.C.A. BRANCH CHAIR, VICE CHAIR & JOINT EXECUTIVE BOARD**

Resolved: That Cllr. R.A. Jones be nominated for all these positions.

4302. **DATA PROTECTION OFFICER**

Resolved: That the Clerk be appointed as Data Control Officer.

4303. **MEETINGS AT SCAWSBY C.C.**

Resolved: That the Parish Council meetings in September 2019 and March 2020 be held at Scawsby C.C.

4304. **PARISH COUNCIL MEETING HELD 18.4.19**

Resolved: That pages 1-4 of the above meeting be confirmed as a true record.

Arising: Minute 4273(4262) – Draft Neighbourhood Plan

No response had yet been received from Louise Kirkup.

Minute 4277 – DMBC land on Melton Road

It had been established that the maintenance cost would be £1,442.17 per annum. By 15 votes for and 1 against it was agreed to accept the offer of the land and subsequent maintenance costs.

4305. **PLANNING MATTERS**

New applications

- 19/1059/FUL : 8 Cusworth Lane, Scawsby
- 19/1001/FUL : 48 Crompton Avenue, Sprotbrough
- 19/0932/FUL : 37 Laurel Avenue, Sprotbrough
- 19/0115/FUL : Newlands, 28A Park Drive, Sprotbrough
- 19/1124/TPO : Kindle Wood, Scabba Wood, Sprotbrough

Resolved: That no observations be made in respect of the above applications.

19/0560/FUL : 5A Park Drive, Sprotbrough

Would support the tree officers observations.

-

19/1049/FUL : 18 Ferndale View, Cusworth

Would ask that there be no access onto the Trans Pennine Trail except for emergencies.

Correspondence

None.

4306. **DEEDS AND TRUST INSTRUMENTS IN CUSTODY OF THE COUNCIL**

Any member wishing to see these documents should contact the Clerk.

4307. **FINANCIAL MATTERS**

Year End Report 2018/19 from Internal Auditor

The above was received and approved with no issues raised.

External Audit Return for 2018/19

This was received and approved. The Annual Governance was also considered and it was resolved to answer 'yes' to all appropriate questions in Section 1 and approve Section 2.

Bank Reconciliation Statement 2018/19

This was received and approved.

Cllr. R.A. Jones suggested that a statement regarding the level of reserves be included and any planned future spending.

Asset Register for the year 2018/19

This was received and approved. It was agreed that a chartered surveyor value the buildings every 5 years.

Scawsby C.C. External Audit Return

This was awaited and would be conveyed to members when available.

Section 137 donations

None.

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4308. **RECREATION & GENERAL AMENITY MATTERS**

Newsletter/website

A draft of the newsletter would be circulated to members shortly.

Newlands Park

Nothing to report

Anchorage Lane

The terms of reference for the £10,000 DMBC contribution towards the play area had been received.

Goldsmith Centre

Nothing to report

New Lane

The zip wire had been fitted and the sand would be delivered within the next week.

4309. **MEETINGS/CONFERENCES ATTENDED**

None.

4310. **CORRESPONDENCE**

All items of correspondence were duly noted.

THIS CONCLUDED THE PUBLIC BUSINESS OF THE MEETING

Sprotbrough and Cusworth Parish Council
 Schedule of Accounts Paid May 2019

Item
7a

Payee	Details	Payment Method	Total	VAT
1 Invoices paid on Chair's Approval				
Microsoft	Office365	Bank Transfer	79.99	13.33
DMBC	Defibrillator Cabinet	Bank Transfer	795.00	
			<hr/> 874.99	13.33
			<hr/>	<hr/>
2 Invoices Attached				
SLCC	Job Advert	Bank Transfer	229.20	38.20
Advanced HR	HR Support	Bank Transfer	336.00	56.00
Scawsby JMC	Scawsby CC Contribution	Bank Transfer	6,562.50	
Mat and Mouse	IT Support	Bank Transfer	85.00	
DMBC	Litter bins	Bank Transfer	251.28	41.88
YWA	GC - Water	Bank Transfer	321.20	
YWA	Anchorage - Wager	Bank Transfer	35.44	
			<hr/> 7,820.62	136.08
			<hr/>	<hr/>

**Salaries and Wages (Paid on Chairpersons's
3 Approval)**

Staff Salaries	Net Salaries and Expenses	Bank Transfer	5,202.76	
HMRC	Tax and Employer NIC	Bank Transfer	1,124.29	
SYPA	Employee/Employer Contributions	Bank Transfer	1,316.47	
			<hr/>	
			7,643.52	-
			<hr/>	

4 Direct Debits

Robin Hood Energy	Newlands - Gas - March	Direct Debit	5.14	0.24
Robin Hood Energy	Newlands - Gas - April	Direct Debit	7.88	0.38
Robin Hood Energy	GC - Electricity - March	Direct Debit	20.88	0.99
Robin Hood Energy	GC - Electricity - April	Direct Debit	60.98	2.90
Robin Hood Energy	GC - Gas - March	Direct Debit	147.37	24.56
Robin Hood Energy	GC - Gas - April	Direct Debit	137.99	6.57
Robin Hood Energy	Anchorage - Electricity - March	Direct Debit	6.12	0.29
Robin Hood Energy	Anchorage - Electricity - April	Direct Debit	27.38	1.30
Robin Hood Energy	Anchorage - Gas - March	Direct Debit	3.52	0.17
Robin Hood Energy	Anchorage - Gas - April	Direct Debit	15.60	0.78
British Telecom	Broadband	Direct Debit	61.88	10.31
ICO	Data Protection Fee	Direct Debit	35.00	
			<hr/>	
			529.74	48.49
			<hr/>	

5 Summary of Other Items Paid (approved below)

J Hepworth	Petty Cash	Bank Transfer	63.35	
			<hr/>	

689.97 58.80

Approval for Other Items Paid at 5 Above:

TOTAL 17,558.8
4 256.70

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