

**MINUTES** of the **REMOTE MEETING** of **SILKSTONE PARISH COUNCIL** held on **Monday 6<sup>th</sup> July 2020** via Zoom Conferencing facilities as permitted by paragraph 10 of the Local Government Act 1972.

On 2nd April 2020 HM Government published 'The Local Authorities and Police and Crime panels (Coronavirus) Regulations which allows Silkstone Parish Council to hold remote meetings until 7th May 2021. The Council's Standing Orders have been amended by the Clerk using delegated powers to confirm the procedures for holding a lawful and effective meeting, including voting rights, how members of the public can access documents and allows remote access for members of the public and press.

## **PRESENT**

**Meeting Chaired by:** Cllr Meryl Liddell

**Zoom Host:** Richard Bell, Parish Clerk

**Councillors:** Derek Liddell, Ron Stier, Peter Millar, Debra Smith and Richard Leech.

**In attendance:** Parish Clerk, Cllr John Wilson, and Barnsley Chronicle reporter.

## **PUBLIC QUESTION TIME**

Cllr Stier reported that hedges outside house numbers 2/3/4/5 and 8 South Yorkshire Buildings on Moorend Lane were overgrown to such an extent that the footpath was being obstructed and was impassable for pedestrians. The Clerk will report the obstruction to Highways.

Cllr Thompson has been asked when the Huskar Community Rooms will be re-opening; Cllr M Liddell said that this was a decision that would be made by the Trustees and management committee once HM Government advice allows.

The issue of 'anti-social' behaviour behind the Co-op around the MUGA area was also raised by Cllr Thompson potentially involving drug dealing. Cllr M Liddell confirmed that the problems had been reported to the police but we would continue to make reports. Cllr Leech said there was no evidence of drug taking this morning whilst litter picking but has seen Nitrous Oxide containers and other evidence of drug taking during litter picking last week.

Further to the issue raised by Cllr Leech at last month's meeting concerning grass cutting in the Parish; today grass cutting has taken place in Silkstone; Cllr Stier confirmed that this had also been done in Silkstone Common, whilst it looks like a "Hay Meadow" due to the length of time since being cut, it is at least getting done.

Cllr Leech updated the report from last month's meeting that one row of 'Dragons Teeth' road markings had been repainted on the A628, however, prior to the road works there were two rows – Clerk to raise with Highways.

Cllr Wilson asked if he could be copied in on correspondence regarding the 'anti-social' behaviour so he can see if a "tasking team" can be mobilised.

Cllr Thompson reported that thanks should continue to go to local volunteers and the 'Helping Hands' for the amazing work being done.

**All Members were asked by the Chair to state their name prior to the commencement of the Meeting.**

## **STATEMENT FROM CHAIR**

Prior to commencement of the Meeting and in accordance with guidance, a statement was read by the Chair outlining the procedures to be undertaken to hold a lawful and effective remote meeting including the requirement for Councillors with voting rights to observe the code of conduct adopted by the Council.

Members are reminded to note the addendum to the Standing Orders of the Council under paragraph 27 - Remote Meetings.

The Clerk will mute all participants except the Chair - if anyone wishes to speak could they please clearly raise their hand. Voting will be undertaken by the same method.

## **20-022 APOLOGIES**

**RESOLVED** to note no apologies received.

## **20-023 DECLARATIONS OF INTEREST**

**RESOLVED** to note no declarations of interest.

## **20-024 MINUTES**

**RESOLVED** to approve the minutes of the Silkstone Parish Council meeting held on Monday 1<sup>st</sup> June 2020 as a true and accurate record. The Chair signed the minutes. The signed document will be collected by the Clerk within 7 days.

### **Matters Arising**

Cllr Thompson asked for an update from the Clerk concerning the issue of allowing grants to National Charities, which is presently disallowed in the Grants Awarding policy (Minute Reference 2020-014).

The Clerk has undertaken research and concluded that there is no legitimate reason to disallow National Charities from the Grant Awarding policy. The Council has discretionary power under the Local Government Act 1972 – Section 137 to award grants subject to various proviso, including a maximum of £8.32 per resident on the electoral register and the fundamental requirement that the Council must be satisfied that there is a direct benefit to the area or part of the area (parish), or to some or all of the inhabitants.

**RESOLVED** to remove paragraph 7 from the Grant Awarding policy.

Cllr Leech made reference to the wooden steps in Orchard Wood and in particular the query raised by Cllr D Liddell as to whether the steps could be removed all together. He has had the opportunity of discussing with the CARE group and whilst they are not in a position

to do the work themselves, they are of the opinion that the steps do serve a purposes as when wet at that point it is very slippery. Given that CARE are unable to do the work, Cllr Leech asked the Clerk to make enquiries with TWIGS.

Further to the Asset Register (Minute Reference 2020-016) the Clerk quoted from the 'Governance and Accountability for Smaller Authorities in England' where Section 5 covers the guidance around asset recording and the value.

## **20-025 PLANNING APPLICATIONS & APPEAL**

The Clerk reported that Planning Application numbered 2019/1136 which had been rejected by Barnsley MBC has been appealed to the Secretary of State. The appeal will be determined by written representations and the Council have been asked if we wish to make comments, or modify/withdraw previous representations.

**RESOLVED** that the Clerk will restate our concerns as set out in our letter of 8<sup>th</sup> October 2019 to Barnsley MBC Planning Officer. Additionally, we should raise the issue of the electricity pylon that is on the appellants land.

## **20-026 SILKSTONE PLAYING FIELDS COMMITTEE CONSTITUTION**

**RESOLVED** to agree to the removal of paragraph 13 (2) and (3) from the Constitution.

## **20-027 PARISH BUSINESS & DEVELOPMENT PLAN**

Cllr Thompson said that this was not just about a plan for 2020/2021 but an ongoing forward looking plan. Council did discuss a plan about 12 months ago but nothing got off the ground.

Following the NALC article circulated to members by Cllr D Liddell called "Points of Light" which showed projects undertaken by other Council's. Cllr Thompson thought this is something we should do as a Council for our parish during a relatively quiet time.

Cllr Leech has looked at what has been done previously and that we did discuss coming up with a 4 year plan each term of office; the last plan ran to 2019 and whilst the Covid-19 emergency has brought things to a halt, Cllr Leech believes that we should have a Plan to run alongside the Neighbourhood Development Plan; especially in relation to Capital projects. Road safety and speed reduction on A628 and traffic calming in Silkstone Common are certainly the types of projects we can look at for 'version 4' of a Parish Business plan.

**RESOLVED** to form a Working Party of the Council; the Clerk will email all Councillors asking for volunteers to participate and arrange a Zoom conferencing meeting.

## **20-028 FINANCE COMMITTEE**

**RESOLVED** to note the minutes of the Finance Committee meeting held on Monday 8<sup>th</sup> June 2020.

## 20-029 FINANCE REPORT 2019/2020

**RESOLVED** to approve the Finance Report for the period 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020.

## 20-030 INTERNAL AUDITOR

**RESOLVED** to note the Internal Auditors report concluding that “*The Council appears to have good financial controls in place, which helps manage finances well*”.

## 20-031 SECTION 1 OF THE ANNUAL RETURN – ANNUAL GOVERNANCE STATEMENT 2019/2020

**RESOLVED** to approve Section 1 of the Annual Return – Annual Governance Statement for 2019/2020.

**RESOLVED** to approve that the Chair may sign the form.

## 20-032 SECTION 2 OF THE ANNUAL RETURN – ACCOUNTING STATEMENTS 2019/2020

**RESOLVED** to approve Section 2 of the Annual Return – Annual Governance Statement for 2019/2020.

**RESOLVED** to approve that the Chair may sign the form.

**RESOLVED** to note the dates for the exercise of public rights following a change in Regulations to commence no later than 1<sup>st</sup> September 2020 for a period of no less than 30 working days; to be displayed on the Parish Council website and village Noticeboards.

## 20-033 INVOICES FOR PAYMENT

**RESOLVED** to approve the payment schedule dated 6<sup>th</sup> July 2020.

Date	Invoice number	Payee	Description	Net	Vat	Total	Cheque number	Purchase Order
01-Jun-20	H1889D92ED	Eon	Pavilion Gas Supply	£7.78	£0.39	£8.17	DD	N/A
01-Jun-20	H1889DADDE	Eon	Pavilion Electricity Supply	£44.24	£2.21	£46.45	DD	N/A
09-Jun-20		Amazon	Cable Ties for Hanging Baskets	£3.27	£0.65	£3.92	DEBIT	N/A
09-Jun-20		Digital Isle Ltd (Amazon)	Cable Ties for Hanging Baskets	£16.26	£3.24	£19.50	DEBIT	N/A
13-Jun-20	N/A	Stewart Walton	Handyman Services (Villages)	£147.52	£0.00	£147.52	301740	2020-017
16-Jun-20		Giff Gaff	Business Continuity Mobile 'phone	£8.34	£1.66	£10.00	DEBIT	N/A
16-Jun-20	712236A	South Yorkshire Pensions	LGPS - May 2020	£239.44	£0.00	£239.44	DD	N/A
16-Jun-20		South Yorkshire Pensions	CHEQUE WITHDRAWN (PAID BY SO ABOVE)				301738	
18-Jun-20	200604	Business Stream	Allotments Water Supply	£7.44	£0.00	£7.44	DD	N/A
19-Jun-20		Digital Isle Ltd (Amazon)	Cable Ties for Hanging Baskets	£7.06	£1.40	£8.46	DEBIT	N/A
20-Jun-20	26881354	Zoom	Conferencing Facilities	£11.99	£2.40	£14.39	DEBIT	N/A
21-Jun-20	754-1920	YLCA	Webinar Training	£15.00	£0.00	£15.00	301741	N/A
21-Jun-20	N/A	Heather Lindsay	Hanging Basket Signs Installation	£100.00	£0.00	£100.00	301742	2020-021
		Viking	SPOILT CHEQUE				301743	
17-Jun-20	11	Hall Green Nurseries	Silkstone in Bloom Bedding Plants	£171.25	£34.25	£205.50	301744	2020-020
18-Jun-20	23779	Signs Xtra Ltd	Hanging Basket Sign Production	£375.00	£75.00	£450.00	301745	2020-019
21-Jun-20	N/A	Heather Lindsay	Hanging Basket Signs Installation	£25.00	£0.00	£25.00	301746	2020-021
12-Jun-20	389529	Viking	Office Stationary	£55.61	£11.12	£66.73	301747	N/A
29-Jun-20		Ideal 365 Ltd (Amazon)	Wheelie Bin Liners	£7.42	£1.48	£8.90	DEBIT	N/A
01-Jul-20	N/A	Richard Bell	Parish Clerk Salary - June 2020	£698.23	£0.00	£698.23	SO	SPC01
01-Jul-20		BB Classics Ltd (Amazon)	Tractor Battery Immobiliser	£5.79	£1.16	£6.95	DEBIT	N/A
04-Jul-20		Plusnet	Broadband	£0.00	£0.00	£0.00	DEBIT	N/A
30-Jun-20		Bothams Prestige	Grounds & Villages Maintenance	£1,025.42	£205.08	£1,230.50	301748	
06-Jul-20	673/G3108	HMRC	Income Tax & NI - June 2020	£556.47	£0.00	£556.47	301749	N/A
06-Jul-20	N/A	Richard Bell	Office Allowance	£40.00	£0.00	40.00	301750	N/A
			£50.00 Office Mobile Telephone	£10.00	£0.00	10.00	301750	N/A
			<b>Total invoices for payment</b>	<b>£3,578.53</b>	<b>£340.04</b>	<b>£3,918.57</b>		

## 20-034 GRANT APPLICATIONS

**RESOLVED** to note that no applications have been received.

## 20-035 SILKSTONE RECREATION GROUND

The Clerk confirmed that football teams have now been allowed to commence training subject to strict requirements around social distancing and sanitation. Recreational Cricket will resume with effect from 11<sup>th</sup> July 2020 with the same requirements.

Presently the Pavilion remains closed and will remain so until further notice as risk assessment mean that we are unable to comply with requirements around social distancing and sanitation.

**RESOLVED** to note that the next meeting of the Silkstone Playing Fields Committee is scheduled for Monday 13<sup>th</sup> July 2020 via Zoom conferencing.

## 20-036 MEETINGS

Cllr Alan Thompson	Neighbourhood Planning (Remote) Meeting.
Cllr Richard Leech	Neighbourhood Planning (Remote) Meeting, Finance Committee Meeting, Handyman Meeting, Internal Audit (Remote) Meetings x 3.
Cllr Derek Liddell	Neighbourhood Planning (Remote) Meeting. YLCA Branch (Remote) Meeting, NALC Management Board (Remote) Meeting.
Cllr Meryl Liddell	Neighbourhood Planning (Remote) Meeting, Finance Committee Meeting.
Cllr Ron Stier	Handyman Meeting.
Cllr Debra Smith	Neighbourhood Planning (Remote) Meeting, Finance Committee Meeting.
Cllr Peter Millar	Neighbourhood Planning (Remote) Meeting.
Clerk	Neighbourhood Planning (Remote) Meeting, Finance Committee Meeting, Internal Audit (Remote) Meetings x 3.

## 20-037 CORRESPONDENCE TO NOTE

**RESOLVED** to note the following correspondence:

Compliments received via social media regarding the village hanging baskets.

Falls Wood – ongoing issues in and around Fall Wood.

## 20-038 DATE OF NEXT MEETING

The next remote meeting of Silkstone Parish Council will be held on Monday 7<sup>th</sup> September 2020 via Zoom conferencing facilities commencing at 6.45pm.

*The Chair closed the meeting at 7.18pm.*

Chair's Signature	Date
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