

**DRAFT MINUTES** of the **MEETING** of **SILKSTONE PARISH COUNCIL** held on **Monday 10<sup>th</sup> July 2023** in Silkstone Sports Pavilion.

## **PRESENT**

Meeting chaired by Cllr Meryl Liddell (following resolution)

Councillors: Cllr Debra Smith, Cllr Alan Thompson, Cllr Derek Liddell, and Cllr Janice Wake.

Also present : Clerk & Responsible Finance Officer : Richard Bell and one member of the public.

## **PUBLIC QUESTION TIME**

- Cllr D Liddell asked if the village defibrillators were registered online with “The Circuit” – the Clerk confirmed that they were.
- Cllr Thompson reported complaints from residents about dog fouling on Martin Croft. He also reported that residents on Manor Park had asked if there had been any update on the grassed area and whether this could be turned into a community garden.

## **23-073 APPOINTMENT OF CHAIRMAN**

In the absence of the Chair and Vice-Chair Council were asked to nominate a Councillor to act as Chair to conduct the meeting in a lawful manner. Cllr Thompson nominated Cllr M Liddell, seconded by Cllr Smith.

**RESOLVED** to note the appointment of Cllr M Liddell as Chair for this meeting.

## **23-074 APOLOGIES**

**RESOLVED** to note apologies received by the Clerk in advance of the meeting from Cllr Leech, Cllr Gill, and Cllr Millar.

## **23-075 DECLARATIONS OF INTEREST**

**RESOLVED** to note no declarations of interest made by Councillors.

Members were reminded that they are personally responsible for and must update their entry in the register of interests within 28 days of becoming aware of a pecuniary interest that is not already registered (s31, Localism Act 2011).

## **23-076 MINUTES**

Cllr Smith pointed out a typographic error on the first page and missing Resolution at 23-069. The Clerk apologised and asked Council if it was acceptable to handwrite the resolution to pay for bedding plants.

**RESOLVED** to approve the minutes of the Silkstone Parish Council meeting held on Tuesday 5<sup>th</sup> June 2023.as a true and accurate record subject to the above amendments. The Chair signed the minute and initialled the handwritten resolution.

## **23-077 PLANNING APPLICATIONS**

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

Cllr Smith asked the Chair to bring forward agenda item 7.

**RESOLVED** to bring forward agenda item 7.

The Chair asked Council to set aside Standing Orders to allow Ian Turner to speak.

**RESOLVED** to set aside Standing Orders at 6.52pm.

## **23-078 NEIGHBOURHOOD DEVELOPMENT PLAN**

Ian Turner, as Chair of the Neighbourhood Development Plan Steering Group said that the amended Examiners report had now been received and confirmed that all criteria had been met and for clarity some issues that had caused concerns to some residents had been addressed. The amended Neighbourhood Development Plan, referred to as "Referendum copy" can be sent to the planning authority once agreed by Council.

Cllr M Liddell thanked Ian Turner and members of the Steering Group for their hard work and dedication.

Councillors discussed the next stage of the process in relation to promotion of the Neighbourhood Development plan and permissible costs.

**RESOLVED** to reinstate Standing Orders at 7.10pm.

**RESOLVED** to accept the examiner's report and approve the Referendum copy of the Neighbourhood Development plan. The Clerk will confirm the resolution to Helen Willows at Barnsley MBC.

## **23-079 BUSINESS DEVELOPMENT PLAN 2023-2027**

**RESOLVED** to accept the notes of the meeting and approve the Business Development Plan as presented.

**RESOLVED** to accept the recommendations of the Working Party in relation to Silkstone Common Recreation Ground and ask the Clerk to communicate with Barnsley MBC confirming a withdrawal of the 'Expression of Interest'.

Cllr D Liddell updated Council following a meeting of Silkstone Common Methodist Church management committee which he attended on behalf of the Parish Council. Cllr D Liddell said that a member of the committee had produced an interesting and knowledgeable report about the potential for Heritage funding with the caveat that "faith and political organisations" are not eligible for funding.

**RESOLVED** to note the update.

## **23-080 BREACH OF FINANCIAL REGULATIONS**

The Clerk made Council aware of an accidental breach of Financial Regulations following the move to internet banking. The banking arrangements had erroneously

been set up for “Dual” authorisation of payments when it should have been “Triple” authorisation of payments resulting in 6 payments being authorised by one Councillor. No payment exceeded £700, and all are identified on the ‘Invoices for Payment’.

The correct basis of authorisations is now in place so there will be no repeat breach.

**RESOLVED** to note the report of the breach.

### 23-081 ONLINE BANKING AUTHORISATION

The Clerk reported that four Councillors were now able to undertake online authorisation of payments, three Councillors yet to register with the Bank and one Councillor needs to be added.

**RESOLVED** to note the update and ask all Councillors to register for online banking.

### 23-082 CHRISTMAS LIGHTS

**RESOLVED** to approve the order for Christmas Lights with First Impressions nurseries.

### 23-083 INVOICES FOR PAYMENT

01-Jul-23		Expert Water Services	Legionella Monthly monitoring	£50.00	£10.00	£60.00	SO
01-Jul-23		Richard Bell	Parish Clerk Salary	£718.40	£0.00	£718.40	SO
30-Jun-23		Keeley Baxter	Pavilion Cleaning (£22 per week) x4	£88.00	£0.00	£88.00	SO
10-Jun-23		Bothams Prestige	Grounds works & village maintenance	£1,025.42	£205.08	£1,230.50	SO
01-Jul-23		Keeley Baxter	Back pay following increase in wage	£8.00	£0.00	£8.00	CASH
10-Jul-23		Bothams Prestige	Grounds works & village maintenance	£1,025.42	£205.08	£1,230.50	SO
07-Jun-23	RL	Green Toilet Company Ltd	Toilets for Summer Fayre	£200.00	£40.00	£240.00	ONLINE
07-Jun-23	RL	Richard Bell	Salary & Office Allowance	£168.58	£0.00	£168.58	ONLINE
07-Jun-23	RL	HMRC	Income Tax & National Insurance	£698.25	£0.00	£698.25	ONLINE
07-Jun-23	RL	SC Good Companions	Grant Award (May 2023)	£500.00	£0.00	£500.00	ONLINE
07-Jun-23	RL	Vision ICT	Website Hosting	£136.25	£27.25	£163.50	ONLINE
07-Jun-23	RL	CARE	Reimbursement for Plants	£113.94	£0.00	£113.94	ONLINE
12-Jun-23	JW/DS	First Impressions	Hanging Baskets 2023	£3,306.00	£661.20	£3,967.20	ONLINE
12-Jun-23	RL/DS	First Impressions	Hanging Basket Bracket	£55.00	£11.00	£66.00	ONLINE
12-Jun-23	RL/JW	Signs Xtra	Hanging Basket Signs	£165.00	£33.00	£198.00	ONLINE
12-Jun-23	RL/DS	Signs Xtra	Hanging Basket Signs	£33.00	£6.60	£39.60	ONLINE
12-Jun-23	JW/DS	Hall Green Nurseries	Villages Bedding Plants	£175.00	£35.00	£210.00	ONLINE
12-Jun-23	JW/DS	Richard Bell	Plusnet Monthly Fee paid by Clerk	£22.80	£0.00	£22.80	ONLINE
12-Jun-23	JW/DS	Richard Bell	Adobe Monthly Fee paid by Clerk	£15.17	£0.00	£15.17	ONLINE
12-Jun-23	RL/JW	Lesley Gill	Summer Fayre Banners & Advertising	£116.05	£0.00	£116.05	ONLINE
12-Jun-23	JW/DS	Robert Cave	DJ for Summer Fayre	£300.00	£0.00	£300.00	ONLINE
12-Jun-23	JW/DS	Barnsley MBC	Hire of SC Recreation Ground	£90.00	£0.00	£90.00	ONLINE
12-Jun-23	JW/DS	Yorkshire Air Ambulance	Grant Award (June 2023)	£500.00	£0.00	£500.00	ONLINE
23-Jun-23	RL/LG	Stewart Walton	Village Maintenance	£261.88	£0.00	£261.88	ONLINE
23-Jun-23	RL/LG	Viking Direct	Office Stationary & Prinetr cartridges	£72.92	£14.58	£87.50	ONLINE
23-Jun-23	RL/LG	Eurosafe Solutions Limited	LOLER Inspection at Pavilion	£265.00	£53.00	£318.00	ONLINE
10-Jul-23		HMRC	Income Tax & National Insurance	£698.25	£0.00	£698.25	ONLINE
<b>Total invoices for payment</b>				<b>£10,808.33</b>	<b>£1,301.79</b>	<b>£12,130.12</b>	

**RESOLVED** to approve the payment schedule dated 10<sup>th</sup> July 2023.

### 23-084 WAR MEMORIAL REPAIRS & CLEANING

**RESOLVED** to defer cleaning of the memorial until 2024-2025 budget year.

### 23-085 CORRESPONDENCE FOR NOTE

**RESOLVED** to note the following correspondence:

1) Resident asking about prohibition of cycling on a footpath. The Clerk confirmed this was a 'Public Right of Way' and referred the resident to Barnsley MBC.
2) Resident asking about lack of grass cutting in Silkstone Common Recreation Ground. The Clerk referred the resident to Barnsley MBC.
3) Thanks, received from Yorkshire Air Ambulance for the grant award.
4) Resident asking for a 'dog poo' bin on the Trans Pennine Trail; referred to Barnsley MBC.

### 23-086 MEETINGS

Cllr Richard Leech	Not present.
Cllr Derek Liddell	South Yorkshire Community Foundation ,YLCA Finance & Scrutiny Committee webinar and meeting, Methodist Church Committee, Business Development Plan, NALC webinar.
Cllr Meryl Liddell	Business Development Plan
Cllr Debra Smith	Silkstone Warm Welcome, Business Development Plan, Summer Fayre
Cllr Janice Wake	Business Development Plan, Summer Fayre
Cllr Alan Thompson	Silkstone Warm Welcome
Cllr Lesley Gill	Not present.
Cllr Peter Millar	Not present.

### 23-087 DATE OF NEXT MEETING

The next Meeting of Silkstone Parish Council will be held in the Silkstone Sports Pavilion on Monday 4<sup>th</sup> September 2023.

*The Chair closed the meeting at 7:27pm.*

Chair's Signature	Date