

DRAFT MINUTES of the **REMOTE ANNUAL MEETING** of **SILKSTONE PARISH COUNCIL** held on **Monday 4th May 2021** 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, Debra Smith, Lesley Gill, Sue Williams and Richard Leech.

Also, In attendance: Cllr John Wilson (BMBC) and Cllr Robert Barnard (BMBC).

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.

PUBLIC QUESTION TIME

Cllr Leech mentioned the damaged dog waste bin behind The Bell's on the Wagonway and a request for a dog waste bin near the Pot House Hamlet. Cllr John Wilson said that this had been raised at the last meeting of BMBC and it was resolved that there could be 3 new bins in all the Ward, that included one in Silkstone Common and one on the Wagonway as near to the Pot House hamlet as possible. He also said that standalone dog waste bins are not available anymore. Cllr Robert Barnard will raise with the Area Council.

21-001 ELECTION OF CHAIRMAN

RESOLVED following a proposal from Cllr M Liddell, seconded by Cllr Williams a vote was taken by show of hands and councillors unanimously agreed to appoint Cllr Richard Leech as Chairman of Silkstone Parish Council for the forthcoming year.

Cllr Leech signed a declaration of acceptance of the Office of Chairman. The signed document will be collected by the Clerk and counter-signed within 7 days.

The conduct of the meeting was passed to Cllr Leech as Chairman who thanked Cllr M Liddell for her hard work over the last 4 years as Chair. He also thanked Councillors for their support.

21-002 ELECTION OF VICE CHAIRMAN

RESOLVED following a proposal from Cllr Leech, seconded by Cllr Gill a vote was taken by show of hands and councillors unanimously agreed to appoint Cllr Meryl Liddell as Vice-Chairman of Silkstone Parish Council for the forthcoming year.

Cllr M Liddell signed a declaration of acceptance of the Office of Vice-Chairman. The signed document will be collected by the Clerk and counter-signed within 7 days.

21-003 APOLOGIES

RESOLVED to note apologies from Cllr Stier.

21-004 DECLARATIONS OF INTEREST

RESOLVED to note a declaration of interest from Cllr Gill as an allotment holder.

21-005 REGISTER OF INTERESTS ANNUAL DECLARATION

RESOLVED that all Councillors will complete their Register of Interests annual declaration and send a copy to the Clerk by the end of May 2021.

21-006 MINUTES

RESOLVED to approve the minutes of the Silkstone Parish Council meeting held on Monday 12th April 2021 as a true and accurate record. The Chair signed the minutes. The signed document will be collected by the Clerk within 7 days.

21-007 ANNUAL REPORT 2020/2021

RESOLVED to defer to the next meeting on 7th June 2021.

21-008 PLANNING APPLICATIONS

<https://wwwapplications.barnsley.gov.uk/PlanningExplorerMVC/Home/ApplicationDetails?planningApplicationNumber=2021%2F0439>

2021/0439	Erection of single storey rear extension projecting out 4.3m from original dwelling, with a height to the eaves of 2.65m and an overall height of 3.42m (Prior Notification Householder)
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RESOLVED to make no comments.

<https://wwwapplications.barnsley.gov.uk/PlanningExplorerMVC/Home/ApplicationDetails?planningApplicationNumber=2021%2F0487>

2021/0487	Erection of front porch and single storey rear extension to dwelling
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RESOLVED to make no comments although Cllr Smith did say that she was unaware of the application. The Clerk confirmed that neighbours at numbers 11, 15, 18 and 22 Black Horse Drive were notified by letter.

<https://wwwapplications.barnsley.gov.uk/PlanningExplorerMVC/Home/ApplicationDetails?planningApplicationNumber=2021%2F0502>

2021/0502	New garden wall and extension of parking area at Bencroft, 10 Hall Royd Lane, Silkstone Common, S75 4PL.
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RESOLVED to make no comments.

21-009 NOMINATIONS OF CHAIRMAN TO COMMITTEES AND WORKING PARTIES

RESOLVED to note the designated Chairman for the following groups:-

- (a) Allotments Working Party – Cllr Leech
- (b) Media Working Party – Cllr Leech
- (c) Grants Working Party – Cllr Leech
- (d) Business Development Working Party – Cllr Leech
- (e) Youth Advisory Working Party – Cllr Williams
- (f) Planning Committee – Cllr Stier
- (g) Silkstone Playing Fields Committee – Cllr Leech
- (h) Policy Committee – Cllr M Liddell
- (i) Finance Committee – Cllr M Liddell
- (j) Staffing Committee – Cllr M Liddell

21-010 NOMINATIONS OF COUNCILLOR REPRESENTATIVES TO LOCAL GROUPS

RESOLVED to note that the Clerk will issue an updated register of Councillor representation on the various active local groups.

21-011 ASSET REGISTER

RESOLVED to approve the Asset Register.

21-012 NEIGHBOURHOOD PLAN STEERING GROUP

Cllr Smith confirmed that the consultation period ends on 17th May so outdoor sessions will be taking place in Silkstone and Silkstone Common this weekend in order to encourage more responses to the consultation.

RESOLVED to note the update.

21-013 YOUTH ADVISORY WORKING PARTY

Cllr Williams confirmed that the final filming session will be taking place tomorrow and an informal outdoor meeting will be taking place to discuss the Neighbourhood Plan and other initiatives.

RESOLVED to note the update.

21-014 OPERATION LONDON BRIDGE

The Clerk gave an overview of 'Operation London Bridge' – the national plan for response upon the death of a senior public figure, in this case HM Queen Elizabeth. Contingency plans need to be in place to deal with national mourning in local areas. Therefore, the advice of the Clerk to council is that a working party should be set up to agree our formal response plan.

RESOLVED to approve the setting up of a Working Party consisting of Cllr Leech as Chair with Cllr Williams and Cllr M Liddell, supported by the Clerk.

21-015 FINANCE REPORT

RESOLVED to defer this item to the next meeting of the Council on 7th June 2021.

21-016 APPOINTMENT OF INTERNAL AUDITOR

RESOLVED to approve the appointment of David Hughes as internal auditor.

21-017 ACCOUNTING STATEMENTS (AGAR) SECTION 1

RESOLVED to defer this item to the next meeting of the Council on 7th June 2021.

21-018 ACCOUNTING STATEMENTS (AGAR) SECTION 2

RESOLVED to defer this item to the next meeting of the Council on 7th June 2021.

21-019 INVOICES FOR PAYMENT

Date	Invoice number	Payee	Description	Net	Vat	Total	Cheque number	Purchase Order
01-Apr-21	H1938C13B2	Eon	Pavilion Gas Supply	£45.37	£2.27	£47.64	DD	N/A
01-Apr-21	H19392AB1E	Eon	Pavilion Electricity Supply	£48.08	£2.40	£50.48	DD	N/A
05-Mar-21	N/A	Henry Bell	Removal of Hanging Basket signs	£30.00	£0.00	£30.00	CASH	N/A
17-Apr-21	7857550464	Giff Gaff	Business Continuity Mobile 'phone	£8.34	£1.66	£10.00	DD	N/A
18-Mar-21	329	South Yorkshire Pensions	Local Government Pension Scheme	£277.02	£0.00	£277.02	DD	N/A
18-Apr-21	7984545504	EE	Office Mobile Telephone	£10.00	£0.00	£10.00	DD	N/A
20-Apr-21	47606322	Zoom Video Conferencing	Conferencing Facilities Fee	£11.99	£2.40	£14.39	DD	N/A
13-Apr-21	7292	WestcotecLimited	Supply of Speed Indicator Devices	£6,100.00	£1,220.00	£7,320.00	301835	2021-001
01-May-21	SPC01	Richard Bell	Parish Clerk Salary - March 2021	£718.40	£0.00	£718.40	SO	N/A
14-Apr-21	BK201884	SLCC	Training Webinar	£30.00	£6.00	£36.00	DEBIT	N/A
02-May-21		Richard Bell	Office Allowance	£40.00	£0.00	£40.00	SO	N/A
21-Apr-21	944	Henry Squire & Sons Ltd	Security Padlocks	£31.64	£6.34	£37.98	DEBIT	N/A
30-Apr-21	2252	Bothams Prestige	Grounds & Villages Maintenance - April 2021	£1,025.42	£205.08	£1,230.50	301836	2019-009
04-May-21	45182	Minder Security	Annual Pavilion Alarm Test	£60.00	£0.00	£60.00	301837	N/A
04-May-21	223678	HMRC	Income Tax & National Insurance	£572.67	£0.00	£572.67	301838	N/A
04-May-21		Stewart Walton	Allotment - Tap Repair	£20.00	£0.00	£20.00	301839	2021-014
04-May-21	59-2122	YLCA	YLCA Conference (Clerk & Cllr D Liddell)	£80.00	£0.00	£80.00	301840	N/A
04-May-21	1240-2021	YLCA	Training Webinar (Cllr S Williams)	£48.00	£0.00	£15.00	301841	N/A
04-May-21	1280-2021	YLCA	Training Webinar (Cllr S Williams)	£15.00	£0.00	£15.00	301842	N/A
04-May-21	1296-2021	YLCA	Training Webinar (Clerk)	£15.00	£0.00	£15.00	301843	N/A
Total invoices for payment				£9,186.93	£1,446.15	£10,600.08		

RESOLVED to approve the payments schedule dated 4th May 2021.

21-020 GRANT APPLICATIONS

RESOLVED to approve a payment of £99 to Silkstone PCC for the Parish Clock using council's statutory power under 'Parish Councils Act 1957 Section 2.'

21-021 ACCOUNTANCY SOFTWARE PURCHASE

The Clerk presented a report to Council evaluating two quotations that had been provided to supply accountancy software which will benefit the council by reducing Officer time and making reporting easier.

RESOLVED to approve the purchase of accountancy software from 'Scribe' as quoted.

21-022 SILKSTONE RECREATION GROUND

The Clerk confirmed that Risk Assessments were in place in compliance with current HM Government guidelines; all sports teams are liaising to avoid any clash between football and cricket occurring at the same time which is prohibited by the council on safety grounds.

A cleaner will need to be appointed as we move into the next stage of full use of the Pavilion. Cllr Leech confirmed that all the food being held in the Pavilion that was donated to the Husker Helping Hands initiative has now been given to Barnsley Food Bank.

21-023 HER MAJESTY QUEEN ELIZABETH II PLATINUM JUBILEE 2022

RESOLVED to note the members of the Working Party will be Cllr Leech, Cllr M Liddell, Cllr Williams, and Cllr Gill, supported by the Clerk.

21-024 SPEED INDICATOR DEVICES

The Clerk gave a verbal update following the installation of the first SID in Silkstone Common. Data downloaded from the SID tells us that there are over 1,900 cars a day entering the village from the direction of Oxspring; the average speed of vehicles was 38 miles per hour so clearly, we have an issue with excessive numbers of vehicles and speed.

There has been a delay with installation of the second SID on Ben Bank Road, Silkstone Common due to an issue with the type of bandings required to install the bracket. It is hoped that this will be resolved shortly. The Clerk asked councillors to assist in identifying possible locations for the SID's in Silkstone.

RESOLVED to note the update.

21-025 CORRESPONDENCE TO NOTE

RESOLVED to note the following correspondence:

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| <ol style="list-style-type: none">1) Resident copying the PC in on correspondence and discussions with BMBC about trees and gully clearing on the Trans Pennine Trail. |
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2) Resident copying the PC in on correspondence with BMBC about tree removal in Silkstone Common J & I school.
3) Contact from a resident about what appears to be drug taking paraphernalia in Orchard Wood, Silkstone Common.
4) 3 x separate contacts about Fall Wood and the cycle usage.

21-026 MEETINGS

Cllr Richard Leech	Neighbourhood Planning Committee meeting, Business Development Plan meeting.
Cllr Derek Liddell	NALC Management Board meeting, Neighbourhood Development Plan meeting YCLA Remote Conference, YLCA Executive Board meeting, YLCA website development.
Cllr Meryl Liddell	Business Development Plan meeting.
Cllr Debra Smith	Neighbourhood Development Plan meeting, Business Development Plan meeting. Finance meeting with Clerk.
Cllr Ron Stier	Absent.
Cllr Lesley Gill	Neighbourhood Development Plan meeting, Business Development Plan meeting.
Cllr Sue Williams	Neighbourhood Planning Committee, Youth Development Working Party, Business Development Plan meeting.
Cllr Peter Millar	None.
Clerk	YLCA Remote Conference, Allotments meeting, SID installation, CiLCA training webinar and study leave, Finance meeting with Cllr Smith.

21-027 DATE OF NEXT MEETING

The Clerk presented previously issued documents following the expiry of legislation allowing remote meetings of the Council on 7th May 2021. Cllr Leech said that the multi-use room where meetings were previously held is large enough to allow 'social distancing' and ensure good air flow; the Clerk will ensure there are hand cleansing facilities upon entering the room.

The Clerk said that it was a public meeting and that would be managed subject to social distancing and that councillors need to make their own decision as to whether to attend the meeting or not; the quorate for a lawful meeting is 3 councillors.

The next meeting of Silkstone Parish Council will be held in the Silkstone Sports Pavilion on Monday 7th June commencing at 6.45pm.

The Chair closed the meeting at 8.10 pm.

Chair's Signature	Date
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