

# Barnburgh & Harlington Parish Council

**Minutes of the Parish Council meeting held on Wednesday 20<sup>th</sup> January 2021, held via Zoom at 7.00pm.**

**Present: Parish Councillors:** Cllr T Heptinstall (Chair), Cllr Pick, Cllr Leah, Cllr G Heptinstall, Cllr Wright & Cllr Hopper.

**Parish Clerk:** S Youngman

**Ward Councillors:** None in attendance.

**Public:** None in attendance.

**01/2021-22 Apologies for absence:** Cllr Roper.

**02/2021-22 Declarations of pecuniary, non-pecuniary, personal and prejudicial interest:** Cllr's T Heptinstall and G Heptinstall: Item 06/2021-22(h). A member of the Cllr's family is employed by one of the contractors.

**03/2021-22 Public participation:** No matters raised.

**04/2021-22 Exclusions:** None.

**05/2021-22 Approval of the minutes from 16<sup>th</sup> December 2020:** The minutes of the meeting were agreed as a true record.

**06/2021-22 Matters arising from the minutes:** None.

**07/2021-22 To receive information on the following ongoing/issues matters and agree further action where necessary.**

- a) **To receive an update on the letter to DMBC regarding the cemetery wall boundary allocation by DMBC:** Ongoing.
- b) **To receive information on the lighting survey for the recreation ground and agree action:** Council members approved for the project to start.
- c) **To review the response received from SYP regarding speed monitoring:** Cllr Pick advised that South Yorkshire Police had carried out speed monitoring with no incidents recorded over the speed limit. Cllr Hopper advised that he had seen several speed checks taking place in different locations.
- d) **Damaged telephone box:** Cllr Roper advised that the retaining straps are to be fitted to the door, the next stage of the project is to install the shelving and install a light.
- e) **To discuss the options to repair Barnburgh No.3 Footpath:** No updates. Council requested the Clerk to contact DMBC to advise that the condition of the footpath had worsened.
- f) **To consider repairing the village map information board:** Ongoing.
- g) **To receive an update on the removal of the trees on Doncaster Road:** The Clerk advised that a contractor had been appointed and a date for the works had not been confirmed.
- h) **To review the tree survey and consider recommendations:** The Clerk provided Council members with 3 quotes to carry out the work specified in the tree survey. Cllr Leah proposed to accept the quote received from AWS Landscapes and Cllr Pick seconded the proposal.

- i) **To review the quote received to pain the Pit Wheel:** The Clerk provided the Council with a quote for the sum of £380.00, Cllr T Heptinstall requested the Clerk to clarify that the quote meets the requirements of the job specification.

**08/2021-22 To discuss the Good Citizen/Cup/Award:** The Clerk advised that the request for funding from Banks Community Fund had been approved. Cllr Leah advised that framework to support the scheme is required; the Clerk agreed to contact local Clerk's for advice.

#### **09/2021-22 Financial Matters**

- a) **Approval of payments:** Council reviewed and approved the following payments:

03-Jan	M Claxton	Selection boxes	£242.66
05-Jan	SYPA	Outstanding contributions – J Talbot	£144.46
05-Jan	A Pick	Website fees	£111.75
11-Jan	Kitchen Gardens	Bench refurbishment	£610.00
20-Jan	S Youngman	Home working allowance	£35.00
20-Jan	HMRC	Month 8 contributions	£196.20
20-Jan	HMRC	Month 9 contributions	£204.00
20-Jan	YLCA	Training – S Youngman	£22.50
28-Jan	Wages	Wages	£817.67

- b) **Approval of bank reconciliation up to 31<sup>st</sup> December 2020:** Council reviewed and approved the bank reconciliation.
- c) **External Audit Report 2019-2020:** The Clerk advised that the external auditor had raised the following concerns: **Section 2, Box 2, the annual precept, does not agree to the figure published by the precepting authority. The figures in Boxes 2 and 3 should read £28,681 and £7,839 respectively. All grants, including Council Tax Support Grant, should be shown in Box 3, as per the guidance notes on the AGAR.** The Clerk advised that this is incorrect and the auditor had been requested to remove the comment. **The smaller authority has not addressed the 'except for' matters raised by the external auditor when qualifying the prior year annual return. Section 2, Box 10 for the prior year not been restated and should read £52,539.**
- d) **2021-2022 Budget:** The Clerk provided Council members with a draft budget and advised that the Council Tax Base Rate for the village had been reduced from 654 to 643 (-1.68%). Recommendations were made to increase the precept by 7.51% to cover the costs for the year ahead which would implement an increase of £3.41 for band D properties for the year. Cllr Pick advised that the previous Clerk did not recommend increasing the precept. Cllr Leah advised that the increase in cemetery fees could cover the increased costs. The Clerk agreed to provide a revised budget with a zero-increase taking into account the cemetery fees.

**10/2021-22 Allotments:** No updates received

**11/2021-22 Recreation ground:** Cllr T Heptinstall advised that the MUGA had not been closed as per the advice from YLCA.

**12/2021-22 Cemetery:** Cllr T Heptinstall advised that the ivy in the cemetery requires cutting back and he would discuss this with the village caretaker.

**13/2021-22 Staff and training matters:** Nothing to report.

**14/2021-22 To consider and decide upon the following planning applications:** None.

**15/2021-22 To receive the following planning decisions/information:** None.

**16/2021-22 To consider matters as requested by Councillors:**

- Cllr G Heptinstall questioned whether a non-resident could be compensated by the Council for clearing the local footpaths. The Clerk advised that this is only possible if the Council have a budget allocated to Chairman's Allowance and provisions for this have been made in the 2021-2022 budget.
- Cllr G Heptinstall questioned whether a resident could be compensated for carrying out litter picking duties. The Clerk advised that the same rule applies for residents.
- Cllr Pick advised that he had activated all the accessibility tools on the Parish Council website.
- Cllr Leah advised that a request for memorial bench had been made for a resident; the village already has a large number of benches and a strategy needs to be implemented to approve the number of benches permitted in the villages.
- Cllr Hopper questioned whether litter picking sessions could take place, Cllr T Heptinstall advised that the sessions can't go ahead whilst the current restrictions are in place.
- Cllr G Heptinstall requested an update on the garage located on Doncaster Road, Harlington. The Clerk advised that DMBC had confirmed that the matter will be investigated.

**17/2021-22 To consider the following new correspondence received and decide action where necessary:**

- YLCA: White Rose Updates
- YLCA: Training events
- South Yorkshire Police & Crime Commissioner Monthly Blogs

**18/2021-22 To propose any minor matters and matters for inclusion on the agenda of the next meeting and agree deadline for notifying Clerk of additional items:** None identified.

**19/2021-22 To confirm the date of the next meeting:** Council agreed to meet on Wednesday 17<sup>th</sup> February 2021.

There being no further business the meeting closed at 8.20pm.