

# DINNINGTON ST. JOHN'S TOWN COUNCIL

## Minutes of the Annual Meeting of the Town Council held on Monday 13<sup>th</sup> May 2019 at The Lyric, Laughton Road, Dinnington

Present: Cllrs D Smith (Chair), D Adams (Vice Chair), D Boughton, L Clarke, G Cruickshanks, P Davies, B Lewis, W Loftus, A Milner, R Mugglestone, P Russell, S Scott, J Simmonds, P Smith

In attendance: A Evans (Clerk), L Warne (Asst Clerk)

2 members of the public attended.

**42/19 To elect a Chair to the Town Council for 2019/20.**

Cllr Lewis proposed Cllr Adams for Chair. Not seconded

Cllrs Loftus and Milner proposed and seconded Cllr D Smith for Chair

Cllr Boughton requested a recorded vote.

**Vote: Cllrs Adams, Cruickshanks, Davies, Loftus, Milner, Mugglestone, Russell, Scott, Simmonds, and P Smith voted for, Cllr Lewis voted against, Cllrs Boughton and Clarke abstained.  
Cllr D Smith to be Chair to the Council**

**43/19 Declaration of Acceptance of Office for Chair of Town Council:**

Cllr D Smith accepted the role and signed the Declaration of Acceptance which was counter-signed by the Clerk.

**44/19 To elect a Vice Chair to the Town Council for 2019/20.**

Cllrs Lewis and Russell proposed and seconded Cllr Adams for Vice Chair.

Cllrs Loftus and Milner proposed and seconded Cllr Scott for Vice Chair.

Cllr Boughton requested a recorded vote.

**Vote for Cllr Adams:**

**Cllrs Scott, Cruickshanks, Lewis, Simmonds, Mugglestone, Russell and Davies voted for, Cllrs Clarke, Loftus, Boughton and Milner voted against, Cllrs Adams, P Smith and D Smith abstained.**

**Vote for Cllr Scott:**

**Cllrs Clarke, Scott, Cruickshanks, Loftus, Boughton, Milner and D Smith voted for, Cllrs Loftus, Simmonds, Mugglestone, Russell and Davies voted against, Cllrs Adams and P Smith abstained.**

**Due to 7 'for' votes for each, the Chair's casting vote was for the existing Vice Chair, Cllr Adams  
Cllr Adams to be Vice Chair**

**45/19 To allow for questions from electors of Dinnington to ask one question only in respect of business itemised on the agenda or on a pertinent issue that may arise.**

A query was raised regarding the missing notice board for the Saxon Cross in Falcon Square and the missing Dinnington boundary sign at Monksbridge roundabout.

Cllr D Smith (Chair) stated that these issues would be looked into.

**46/19 To note apologies for absence.**

Cllr Hart apologised due to being on holiday. **Apologies accepted**

**47/19 To record any Declarations of Interest.**

Cllr Boughton – Item 55/19(B) (personal interest)

**48/19 To consider any matters which should be dealt with in open, or confidential session (items for which the Press and Public may be excluded further to the Public Bodies (Admission to Meetings) Act 1960 and Part 1 of Schedule 12A to the Local Government Act 1972 - Admission to Meetings). – None**

**49/19 Monthly Accounts Schedule and relevant Budget Update Information:**

(A) To approve the Monthly Accounts for April 2019

Members were presented with up to date accounts information from the new Scribe accounting system, details of which were explained by the Clerk

**Vote: 12 For, 2 Abstained. Monthly Accounts approved**

### Dinnington St John's Town Council

#### PAYMENTS LIST 1/4/19-9/5/19

Code	Date	Minute	Description	Supplier	VAT	Net	VAT	Total
Wages incl PAYE						16,563.26		16,563.26
Pension contributions						495.53		495.53
Sundry Expenditure	08/04/2019		Travel claim	A Evans	X	50.40	0.00	50.40
Lyric Bar Purchases	08/04/2019		Bar supplies	HB Clark	S	1,045.20	209.04	1,254.24
Grants & Community	08/04/2019		Community Club Entertainment	A Fotherhingham	X	70.00	0.00	70.00
Petty Cash	08/04/2019		WD40 for Lyric	P Smith	S	2.08	0.42	2.50
Petty Cash	09/04/2019		Milk etc. for TC meeting	Ellen Stanger	S	1.48	0.30	1.78
Lyric Bar Purchases	09/04/2019		Bar supplies	HB Clark	S	-118.17	-23.63	-141.80
Website Fees	09/04/2019		Annual email hosting fee	Vision ICT	S	210.00	42.00	252.00
Health & Safety Supp	09/04/2019		H&S Consultancy	I-Safe	S	325.00	65.00	390.00
Sundry Expenditure	09/04/2019		Data protection fee	ICO	E	35.00	0.00	35.00
IRIS Payroll	11/04/2019		Monthly auto enrolment fee	IRIS	S	12.32	2.46	14.78
Cemetery - Misc Supp	11/04/2019		New keys and remote battery	Stapletons	S	33.95	6.79	40.74
Cemetery - Misc Supp	11/04/2019		Cemetery supplies	Mole	S	38.33	7.67	46.00
Lyric Bar Purchases	16/04/2019		Bar supplies	HB Clark	S	636.34	127.27	763.61
Mobile Phones	18/04/2019		Mobile phone charges	EE	S	73.92	14.78	88.70
Allotment Miscellanec	18/04/2019		Allotment keys	Lynne Warne	X	11.97	0.00	11.97
Printer Charges	23/04/2019		Printer charges	Konica Minolta	S	97.79	19.56	117.35
Xmas Festival - Electr	23/04/2019		Electricity supply	NPower	L	57.44	2.87	60.31
Cemetery Electricity	23/04/2019		Electricity supply	NPower	L	44.37	2.22	46.59
Bank fees	26/04/2019		Commission	Co-op Bank	E	19.68	0.00	19.68
Lyric Electricity	26/04/2019		Electricity supply	NPower	S	687.46	137.49	824.95
Lyric Miscellaneous Si	01/05/2019		Lyric supplies	Rackfords	S	8.81	1.76	10.57
Xmas Festival - Illumi	01/05/2019		Illumination hire	Blachere Illuminations	S	1,444.78	288.96	1,733.74
Grants & Community	02/05/2019	40/19	Framing	AR Framing	S	283.33	56.67	340.00
Lyric - Operation of L	03/05/2019		Lyric lighting/AV	Leoni Jackson	X	25.00	0.00	25.00
Sundry Expenditure	07/05/2019		Accounts consultancy	P Wickson	X	195.00	0.00	195.00
Cemetery Waste incl	07/05/2019		Annual waste contract	KCM Waste	S	1,456.00	291.20	1,747.20
Lyric Waste	07/05/2019		Annual waste contract	KCM Waste	S	1,196.00	239.20	1,435.20
Grants & Community	07/05/2019		Community club support	Lynne Warne	E	4.81	0.00	4.81
Microshade	07/05/2019		Monthly hosting fee	Microshade	S	131.25	26.25	157.50
Health & Safety Supp	08/05/2019		H&S Consultancy	I-Safe	S	325.00	65.00	390.00
Petty Cash	08/05/2019		Community club support	P Smith	S	1.99	0.40	2.39
Petty Cash	09/05/2019		Window cleaning	Oldale Cleaning Service	E	10.00	0.00	10.00
Petty Cash	09/05/2019		Window cleaning	Oldale Cleaning Service	E	10.00	0.00	10.00
Cemetery Plants & Bk	09/05/2019		Plants	Firsby Nurseries	X	1,028.50	0.00	1,028.50
Cemetery Waste incl	09/05/2019		Skip change	KCM Waste	S	500.00	100.00	600.00
IRIS Payroll	09/05/2019		Monthly auto enrolment fee	IRIS	S	12.32	2.46	14.78
Lyric Bar Purchases	09/05/2019		Card transaction fees	Worldpay	S	22.15	4.00	26.15
Office General Maint	09/05/2019		Replacement keys	Stapletons	S	7.25	1.45	8.70
PWLB - Office Loan	05/06/2019		Loan payment	PWLB	X	8,088.11	0.00	8,088.11
				<b>Total</b>		<b>35,143.65</b>	<b>1,691.59</b>	<b>36,835.24</b>

## Dinnington St John's Town Council

### RECEIPTS LIST

Code	Date	Minute	Description	Supplier	Net	VAT	Total
General Income (incl. interest, wayleave)	05/04/2019		Bank interest	Co-op Bank	290.82	0.00	290.82
Lyric Bar Income	05/04/2019		Bar receipts	Bar income	184.92	36.98	221.90
Lyric Bar Income	06/04/2019		Bar receipts	Bar income	77.00	15.40	92.40
Lyric Bar Income	06/04/2019		Bar receipts	Bar income	687.33	137.47	824.80
Bookings Income	06/04/2019		Lyric Hire	D Smith	100.00	0.00	100.00
Bookings Income	08/04/2019		Lyric Hire	PKA Kickboxing	80.00	0.00	80.00
Bookings Income	09/04/2019		Lyric Hire	Art Club	0.00	0.00	0.00
Bookings Income	09/04/2019		Lyric Hire	Art Club	0.00	0.00	0.00
General Income (incl. interest, wayleave)	09/04/2019		Commission	Tubz	8.40	0.00	8.40
Bookings Income	10/04/2019		Lyric Hire	Abba tribute ticket income	808.00	0.00	808.00
Recovery of Events Expenditure	10/04/2019		Lyric Event	Ticketsource	0.00	0.00	0.00
Lyric Bar Income	16/04/2019		Bar receipts	Bar income	10.92	2.18	13.10
Lyric Bar Income	16/04/2019		Bar receipts	Bar income	776.92	155.38	932.30
Lyric Bar Income	16/04/2019		Bar receipts	Bar income	31.42	6.28	37.70
Lyric Bar Income	16/04/2019		Bar receipts	Bar income	927.33	185.47	1,112.80
Lyric Bar Income	16/04/2019		Bar receipts	Bar income	25.67	5.13	30.80
Precept	16/04/2019		Precept	RMBC	119,230.50	0.00	119,230.50
Bookings Income	26/04/2019		Lyric Hire	Abba tribute ticket income	-1,159.20	0.00	-1,159.20
General Income (incl. interest, wayleave)	26/04/2019		HMRC VAT Repayment	HMRC	2,263.95	0.00	2,263.95
Rugby Club Rent Income	01/05/2019		Ground rent	Dinnington Rugby Club	250.00	0.00	250.00
CIL Income	01/05/2019		CIL Income	RMBC	92.25	0.00	92.25
Lyric Bar Income	02/05/2019		Bar receipts	Bar income	115.42	23.08	138.50
Bookings Income	02/05/2019		Lyric Hire	Abba tribute ticket income	848.00	0.00	848.00
Bookings Income	03/05/2019		Lyric Hire	Jemma Midgley	270.00	0.00	270.00
Bookings Income	07/05/2019		Lyric Hire	PKA Kickboxing	80.00	0.00	80.00
<b>Total</b>					<b>125,999.65</b>	<b>567.37</b>	<b>126,567.02</b>

(B) To approve a bank reconciliation **Vote to Approve: Unanimous**

(C) To receive a budget update report

The Clerk presented the draft receipts accounts for 2018-19 prior to audit and explained the reasons for the unforeseen surplus of £37.7k and recommended to Members which specific reserves could most benefit from the additional funding to re-invest in the community.

**Cllrs Clarke and Simmonds proposed and seconded to accept the Clerk's recommendations. Vote: 13 for, 1 against. Recommendations approved.**  
**Cllrs Loftus and Davies proposed and seconded that the budget be accepted as a true record. Vote: 13 for, 1 abstained.**

**50/19** To approve the minutes of the meetings of the Council held on:

(A) 11<sup>th</sup> March 2019

**Cllrs P Smith and Milner proposed and seconded that the minutes be approved. Vote: 13 For, 1 Abstained**

(B) 8<sup>th</sup> April 2019 (Extraordinary Meeting)

**Cllrs Adams and Milner proposed and seconded that the minutes be approved. Vote: 12 For, 2 Abstained**

**51/19** To consider any matters raised in the Public Session. – Discussed at Item 45/19

**52/19** To consider/approve the following planning applications:

(A) New planning applications

Planning Reference	Details	Consultation End Date
RB2018/1816	Outline application for the erection of 1 No. dwellinghouse, access road and associated works with all matters reserved land to rear of 190 Swinston Hill Road Dinnington	14/5/19
RB2019/0573	Erection of detached outbuilding 78 Church Lane Dinnington	14/5/19
RB2019/0603	Erection of industrial building (use class B2) Hodge Clemco Todwick Road Dinnington	15/5/19
RB2019/0625	Erection of 2 No. industrial buildings (Use Class B1 (b&c), B2 and B8) with associated service yard, car parking, substation	17/5/19

**Members agreed that there were no planning based objections to the above applications**

- (B) To discuss the proposed development by Taylor Wimpey at Wentworth Way

In response to a public consultation letter received from DLP Planning Ltd, an email had been sent outlining the Council's concerns over the proposed vehicular access via Wentworth Way. Members agreed no further action could be taken until the planning application was submitted, when further objections could be made.

**53/19** Booking Concessions and Donations:

- (A) To consider a donation to Brinsworth PC for gifted items

**Cllrs Milner and Russell proposed and seconded that £100 be donated for the equipment received by DSJTC from Brinsworth PC**

**54/19** For Members consideration and decisions:

- (A) To agree committee membership for:

- i. Assets Committee

**Cllrs Loftus and Mugglestone proposed and seconded that this committee be disbanded as items were discussed in full council meetings. Vote: Unanimous**

- ii. Finance and Staffing Committee

**Cllrs Loftus and Milner proposed and seconded that the Finance Committee be disbanded as items were discussed in full council meetings. Vote: 13 for, 1 against**  
Cllrs P Smith, Russell, Boughton, Simmonds and Cruickshanks requested to join the Staffing Committee. **Cllrs Loftus and Adams proposed and seconded that the addition of new members be agreed. Vote: Unanimous**

- iii. Lyric Management Committee

**Cllrs Loftus and Scott proposed and seconded that this committee be disbanded as a Lyric Events Manager and a Bar Manager were in place to make decisions and could give quarterly reports at full Council meetings.**  
**Cllr Cruickshanks proposed and Cllr Adams seconded an amendment, that the committee be made smaller with just 2 members, to work with the Events Manager.**

The Chair clarified that the amendment be for 2 internal representatives to work with the Events Manager rather than having a Committee. Cllrs Cruickshanks and Adams agreed.

**Vote on Amendment for 2 internal Reps: 13 for, 1 against. Amendment carried.**

**Amendment became the substantive motion. Vote: 13 for, 1 against.**

Lyric Management Committee to be disbanded. **Vote: Unanimous**

Cllrs Cruickshanks, Scott, Clarke, Boughton and Hart (by proxy) volunteered to be the internal reps to work with the Events Manager.

**Votes for:**

**Cllr Cruickshanks – 10 for, 4 against**

**Cllr Scott – 11 for, 1 against, 2 abstained**

**Cllr Clarke – 4 for, 3 against, 7 abstained**

**Cllr Boughton – 1 for, 13 abstained**

**Cllr Hart – 3 for, 9 against, 2 abstained**

**Cllrs Cruickshanks and Scott voted to be the 2 reps**

- iv. Community Working Group – withdrawn from Agenda, entered in error

- (B) To agree DSJTC representation on the following:

- i. Where We Live Group – Cllr D Smith withdrew as rep. Cllr Davies remained as rep  
ii. Traffic Management Group – Item withdrawn from Agenda, entered in error  
iii. Area Housing Panel – Cllr Davies withdrew as rep. Cllrs Hart and Mugglestone remained  
iv. Our Futures Group – Group no longer functioning

- (C) To agree any nominations for the following YLCA South Yorkshire Branch positions:

- i. Chairman – **Cllrs Russell & Loftus proposed and seconded that Cllr D Smith be nominated for Chair. Vote: 13 for, 1 against**

- ii. Vice-Chairman - **Cllrs Scott & Loftus proposed and seconded that Cllr Clarke be nominated for Vice Chair. Vote: 12 for, 2 abstained**
- iii. YLCA Joint Executive Board representative - **Cllrs Russell & Cruickshanks proposed and seconded that Cllr D Smith be nominated for the rep. Vote: 9 for, 2 against, 3 abstained**

(D) To agree the Chair's Allowance for 2019/20 (Local Government Act 1972, Section 15(5)).

**Cllrs Scott and Boughton proposed and seconded that the amount be £600  
Cllr Lewis proposed an amendment of £200. Not seconded  
Vote: 13 for, 1 against. Chair's Allowance voted to be £600**

**55/19** Park Avenue Cemetery/Lyric Theatre/Allotments/Land:

- (A) Update report from Lyric Management Working Group - no recent meeting, so no update report
- (B) Allotment strip disposal update

The fence securing the allotment site had been replaced by the neighbouring property owner, but the concrete that held the old fence posts in place was still on the adjoining allotment plot. Members agreed that the property owner was responsible for removing the concrete and they should either remove it or be charged for the removal. Members agreed that the property owner be written to. The legalities of the land transfer were due to be concluded soon.

- (C) To agree refurbishment of changing rooms

Cllr P Smith reminded Members that they had agreed a budget of £2500 to refurbish the changing rooms, but nothing had been put in place to start the refurbishment. The rooms needed decorating, new carpet tiles, shelving and hanging rails.

**Cllrs Scott & Mugglestone proposed and seconded that all the materials be purchased and the jobs allocated to the Works Team to be done when their work load permitted.  
Vote: 13 for, 1 abstained.**

**56/19** Dinnington Town Council Grants: Nil

**STANDING ORDERS WERE SUSPENDED AT 9PM IN ORDER TO COMPLETE THE MEETING AGENDA.**

**57/19** General Matters:

- (A) Neighbourhood Plan update (Chair)

The public referendum should be held later this year.  
The plan recommends that Dinnington should have a Leisure Centre, as statistics show the area has an above national average of health problems and depression.  
Cllr D Smith (Chair) suggested that all Members read the Neighbourhood Plan document  
Next meeting on 18<sup>th</sup> May 2019

- (B) Area Housing Panel update – no update
- (C) Where We Live Group Update – no update
- (D) Community Club update

The Asst Clerk updated Members on the successes of the Community Club, including the increase in numbers attending the last two monthly events. The Club, which has hosted seven events so far, has only incurred costs of £134.90. Members were asked to consider funding the August event for children, with it being in the school holidays. The funding would cover all activities, craft materials and refreshments. Members agreed that as there was a budget for the Community Club, the August event should be funded as required.

- (E) To discuss the 'running list' of outstanding items

The Clerk updated members with the current situation of all items.  
Cllr P Smith requested that any outstanding Councillor Email accounts be resolved quickly.

- (F) To consider a response to a letter re HS2

Members agreed that DSJTC should be added to the list of Councils supporting the letter.

- (G) To discuss policing in Dinnington and the rising crime rate

Cllr D Smith (Chair) advised Members that a meeting had been arranged at Aston Parish Hall at 6pm on Tuesday 21<sup>st</sup> May 2019.

Date and time of next meeting:

(A) 10<sup>th</sup> June 2019 at 7:00pm at The Lyric, Laughton Road, Dinnington