

# DINNINGTON ST. JOHN'S TOWN COUNCIL

## Minutes of the Town Council Meeting Held on Monday 8<sup>th</sup> January 2018 Lyric Theatre, Laughton Road, Dinnington

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

**In attendance:** A Evans (Clerk), L Hurt (Accountant)  
**Public x 1**

**1/18** Presentations:

(A) Salvation Army charity presentation – Three representatives attended and outlined the support the Salvation Army has provided to Dinnington for the last 110 years. Recent support included food bank provision and support for household utility expenses. The organisation relies heavily on public support and was currently experiencing direct impact resulting from changes to the universal credit system and merger of job centres.

(B) Rotherham Borough Councillors' Report – No Borough Councillors present.

**2/18** 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. Nil.

**3/18** To note apologies for absence – Apologies were received and accepted for Cllr J Hart.

**4/18** To record any Declarations of Interest. None.

**5/18** 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

**6/18** Monthly Accounts Schedule and relevant Budget Update Information:

(A) To approve the Monthly Accounts for December 2017

Members were presented with an updated account including recent payments made to date. The Accountant and Clerk gave answers to Members queries.

**Approval of Accounts Proposed and Seconded by Cllrs Milner and Loftus**  
**Vote: Unanimous**

<b>Balances and Reserves as at 01/04/2017</b>	<b>General Reserves</b>		£	106,612.21		
	<b>Office Renovation Fees Reserve</b>		£	20,000.00		
	<b>Lyric Property Renovation/Replacement Reserve</b>		£	-		
	<b>Land Sales Costs Reserve Legal/Survey Fees</b>		£	5,000.00		
	<b>Vehicle/Plant Relacement Reserve</b>		£	25,000.00		
	<b>Election Reserve</b>		£	6,000.00		
	<b>Total Reserves of the Council as per the Annual Accounts</b>		£	162,612.21		
<b>Month end 8th January 2018</b>	<b>Latest Bank Balances</b>					
	Business Select Instant Access 03/01/2018 - including PWLB advance £150,000		£	226,026.74		
		<b>Invoice No</b>		<b>Net</b>	<b>VAT</b>	<b>Total</b>
Salaries/Wages - Month 9 & Weeks 36 - 39	Environment		£	3,147.32		£ 3,147.32
	Bar Staff		£	330.33		£ 330.33
	Bar Manager		£	292.12		£ 292.12
	Events Manager		£	679.59		£ 679.59
	Hall (Incl caretaker from Month 8)		£	1,516.79		£ 1,516.79
	General		£	2,836.25		£ 2,836.25
B&CE Holdings	Pension Contributions		£	98.34		£ 98.34
HMRC - Tax/NI Contributions Month 9			£	2,564.81		£ 2,564.81
	<b>Total Salaries/Wages/PAYE</b>		£	11,465.54	£ -	£ 11,465.54
<b>Purchases/Invoices</b>	<b>Description</b>					
Phoenix Security Shutters	Supply of motor and fitting	103	£	350.00		£ 350.00
I-Safe	H&S Consultancy	3495	£	325.00	£ 65.00	£ 390.00
A Evans	Travel expenses		£	16.20		£ 16.20
Amazon	Lighting Controller		£	132.63	£ 26.52	£ 159.15
Emma Briggs	Light & Sound x 3 functions	4, 5, 6	£	150.00		£ 150.00
L Warne	Coffee & Milk - council mtg		£	5.50		£ 5.50
Sheffield Wholesale Linoleum & Carpet Co. Ltd	Carpet/Flooring - new offices	286194	£	1,531.68	£ 306.34	£ 1,838.02
Amazon	Stationary - A4 meeting books		£	11.75	£ 2.36	£ 14.11
Wickes	Kitchen Units - new offices		£	224.17	£ 44.83	£ 269.00
E Stanger	Food & Drinks for Xmas party (from Chairs Allowance)		£	69.45	£ -	£ 69.45
HM Wainwright	Fuel	DIN37661	£	110.46	£ 22.09	£ 132.55
Butler Printing	Posters - Neighbourhood Plan	12541	£	159.62	£ 31.92	£ 191.54
Property Repairs & Improvements	Sealing the wall to the side of the Lyric		£	500.00		£ 500.00
HB Clark	Bar Supplies	400889	£	390.33	£ 78.07	£ 468.40
HB Clark	Bar Supplies	237909	-£	20.00	-£ 4.00	-£ 24.00
HB Clark	Bar Supplies	404152	£	111.02	£ 22.20	£ 133.22
HB Clark	Bar Supplies	615330	-£	112.61	-£ 22.52	-£ 135.13
HB Clark	Bar Supplies	408117	£	589.11	£ 117.82	£ 706.93
HB Clark	Bar Supplies	411174	£	292.65	£ 58.53	£ 351.18
HB Clark	Bar Supplies	411167	£	549.23	£ 109.85	£ 659.08
HB Clark	Bar Supplies	397415	£	233.31	£ 46.66	£ 279.97
Lemark	Tub Chairs & Coffee Table (reception area)	7672	£	790.00	£ 158.00	£ 948.00
G & E Affordable Kitchens & Bathrooms	New Taps - Lyric Kitchen		£	55.00		£ 55.00
The Design Works	Lyric leaflets & posters	2609	£	430.00	£ 51.00	£ 481.00
Contact Electrical Services	Lyric - electrical work	6030	£	860.00		£ 860.00
Staples	Office Stationary - Flipchart, Storage boxes etc	9001690713	£	205.59	£ 26.81	£ 232.40
Torne Valley	Cemetery Supplies	SIN047352	£	6.65	£ 1.33	£ 7.98
Rackfords	Cemetery Supplies	67026	£	299.69	£ 59.94	£ 359.63
Beecroft Memorials	6 Concretes Bored		£	72.00	£ 14.40	£ 86.40
Beecroft Memorials	Memorial Desk Plaques		£	315.00	£ 63.00	£ 378.00
Jazzy Signs & Designs	Printed Flyers - Xmas festival	2645	£	135.00		£ 135.00
Microshade Business Consultants	Monthly Fee	Awaiting	£	194.75	£ 38.95	£ 233.70
British Gas	Quarterly Gas Bill - Lyric		£	681.36	£ 136.27	£ 817.63
Iris	Auto Enrolment	1197072	£	12.32	£ 2.46	£ 14.78
BT	Quarterly Phone Bill & Broadband Charges	Q047 CL	£	523.11	£ 104.62	£ 627.73
EE	Mobile phones	V01434996243	£	67.65	£ 13.53	£ 81.18
Water Plus	Waste Water Charges - Lyric	stw-inv00896421	£	156.45		£ 156.45
Co-op Bank	Account Closure fee		£	16.96		£ 16.96
Co-op Bank	Sweep Fee		£	30.00	£ -	£ 30.00
	<b>Total Other Expenditure</b>		£	10,471.03	£ 1,575.98	£ 12,047.01
	Total Purchases/Payments Check Sum					£ 12,047.01
	<b>Total of Wages, Salaries and Other Expenditure</b>					£ 23,512.55
	<b>Income - December 2017</b>					
	<b>Lyric Bar Takings</b>		£	6,023.22	£ 122.58	£ 6,145.80
	<b>Lyric Bookings</b>		£	1,582.00		£ 1,582.00
	<b>Cemetery</b>		£	520.00		£ 520.00
	<b>Allotments</b>		£	-		£ -
	<b>Misc - December (xmas festival - fairground + £100 Lyric Chairs)</b>		£	350.00		£ 350.00
	<b>Dinnington Rugby Club (payment from last month and this month)</b>		£	500.00		£ 500.00
	<b>Grants</b>		£	-		£ -
			£	8,975.22	£ 122.58	£ 9,097.80
	<b>SUMMARY</b>					
	<b>Total Salaries/Wages/PAYE</b>					£ 11,465.54
	<b>Total Other Expenditure</b>					£ 12,047.01
	<b>Lyric Receipts (Bookings and Bar) - Inc VAT</b>					-£ 7,727.80
	<b>Cemetery Income</b>					-£ 520.00
	<b>Miscellaneous Income</b>					-£ 350.00
	<b>Allotment Income</b>					£ -
	<b>Dinnington Rugby Club</b>					-£ 500.00
	<b>Grants</b>					£ -
	<b>Total Net Expenditure (+) and Income (-)</b>					£ 14,414.75

The Accountant also provided members with a budget progress report to the end of December 17.

7/18

To approve the minutes of the meetings of the Council held on:

(A) 11<sup>th</sup> December 2017

The minutes were agreed as a true record.

**Cllrs P Smith and Milner Proposed and Seconded that the Minutes be approved. Vote: 11 For, 2 Abstained. Vote: Majority**

**8/18** To consider any matters raised in the Public Session. – None

**9/18** To consider/approve the following planning applications:

(A) New planning applications

<b>Planning Reference</b>	<b>Details</b>	<b>Consultation End Date</b>
RB2017/1541	Demolition of existing garage & erection of 4 No. dwelling houses with associated parking The Garage, Clarence Street Motors Clarence Street Dinnington	9/1/18
RB2017/1744	Two storey side and rear extension 47 Breck Lane Dinnington	9/1/18
RB2017/1769	Two storey side extension 15 Milton Road Dinnington	9/1/18
RB2017/1786	Removal of ATM and reinstatement of glazing to window 13-17 Laughton Road Dinnington	9/1/18
RB2017/1798	Erection of single storey rear extension with raised access to rear and new ramped access to front 7 The Crescent Dinnington	9/1/18

No comments were raised any of the planning application above.

**10/18** Booking Concessions and Donations: None

**11/18** For Members consideration and decisions:

(A) To note the appointment of new external auditors

The Clerk advised members that PFK Littlejohn LLP had been appointed as the external auditors for the Yorkshire region, replacing BDO.

(B) To discuss councillor email addresses

The Clerk advised members that it was best practice for members to have a separate email account solely for council business. The Clerk was to explore options for a standard email address for all members.

**12/18** Park Avenue Cemetery/Lyric Theatre/Allotments/Land:

(A) Update report from Lyric Management Working Group (LMWG)

No meeting held this month.

(B) To discuss Lyric audio/visual

Cllr Clarke queried the reasoning behind a recent quote for additional stage lighting in The Lyric. The Clerk advised that no such quote had been received and it was only an engineer's opinion. If a quote is ever received it will be put before members in the normal way for consideration if appropriate.

(C) To discuss Constable Lane

Cllr Clarke raised concerns regarding the state of Constable Lane, in particular the archway at the Laughton Road end.

**13/18** Dinnington Town Council Grants: Nil

**14/18** General Matters:

(A) Neighbourhood Plan update (Chair)

No meeting had been held since the last council meeting.

- (B) Area Housing Panel Update – No meeting had been held since the last council meeting.
- (C) Our Futures group Update – no meeting held this month.
- (D) Where We Live Group Update – no meeting held this month.

Date and time of next meetings:

- (A) 29<sup>th</sup> January 2018 at 7:00pm at The Lyric, Laughton Road, Dinnington (Precept meeting)
- (B) 12<sup>th</sup> February 2018 at 7:00pm at The Lyric, Laughton Road, Dinnington

D SMITH  
Chair  
Dinnington St John's Town Council

Date: