



TANKERSLEY PARISH COUNCIL

Clerk: Catherine Mullen

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Minutes of the Ordinary Meeting of Tankersley Parish Council Held on Monday 20th September 2021 at 7.00pm in the Welfare Hall, Tankersley

Present: Cllr David Laughton (Vice Chair), Cllr Jessica Coy, Cllr David Crossley, Cllr Lindsey Greaves, Cllr John Hopkinson, Cllr Richard Horsfall, Cllr Jane Laverack and Cllr Dennis Simpson

In Attendance Catherine Mullen – Clerk,

Also Present Six members of the public. Two left early

The meeting was chaired by Cllr Laughton.

1. Apologies.

1.1 Cllr Robert Lodge had sent apologies

1.2 The Attendance Record of Councillors had been circulated earlier.
The Clerk outlined the procedure for obtaining authorisation for non-attendance at Council Meetings.

2. Public Question Time

A member of the public raised the issue of a questionnaire being issued to residents of Rockingham Ward but not residents of Tankersley who are not in Rockingham Ward regarding the closure of Tankersley Lane. Cllr Laverack updated the meeting as a result of her correspondence with the Rockingham Ward Councillors.

A member of the public had submitted a question about a persistent water leak at a previous Parish Council meeting. The member of the public was present and confirmed that the leak had now stopped.

A member of the public had raised the issue of a fence being placed on highway at previous meetings. The member of the public updated the meeting about developments and confirmed that the matter was now resolved and the fence would be moved back and off the highway.

A member of the public informed the meeting that a formal complaint had been submitted to the monitoring officer.

A member of the public referred to comments made by a ward councillor that had been reported to him. The comments concerned the Park Life Pilley planning pre-application. The member of the public disputed the comments made by the ward councillor.

3. Minutes

The Minutes of the Ordinary Meeting held on Monday 16 August 2021 were agreed as a true and accurate record. Cllr Crossley proposed and Cllr Hopkinson seconded that Cllr Laughton as Chair of the meeting be authorised to sign the Minutes as a true and correct record.

Cllr Laughton signed the Minutes.

4. Declarations of Interest and Dispensation Requests

4.1 To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers:

Cllr Laverack declared an interest as an allotment tenant, Cllr Horsfall also declared an interest in the allotments as he is on the allotment waiting list– Allotments would be discussed in item 7.4 of the Agenda.

Cllrs Crossley and Hopkinson declared interests as a members of the Community Association

4.2 To Consider any Dispensation Requests Received by the Parish Clerk

The Clerk advised that no dispensation requests had been received.

5. Business Raised During Public Question Time

No issues were raised.

6. Election to fill Casual Vacancies

The Clerk had advertised the 2 casual vacancies and BMBC had confirmed that the vacancies could now be filled by co-option. Notices regarding the vacancies by co-option had been posted on the notice boards, the web-site and FB. Application packs had been produced and details of the process circulated to all Councillors.

6.1 Cllrs Laverack and Horsfall asked if they could comment on the applications when they were circulated even though they would not be able to attend the Parish Council meeting of 18th October. This was agreed,

6.2 Cllr Coy declared an interest in the selection process and asked to be recused from the process. This was agreed.

7. Clerk's Report

7.1 Complaints Policy and Procedures

The policy and procedures were discussed. Tankersley Parish Council RESOLVED to adopt the policy and procedures and to review them at the Parish Council meeting in September 2022.

7.2 Vexatious Complaints Policy

The policy was discussed. Tankersley Parish Council RESOLVED to adopt the policy and procedures and to review them at the Parish Council meeting in September 2022.

7.3 Councillor Security - Guidance

The Parish Council noted the document. Cllr Simpson suggested that Councillors should also make notes of conversations they had with residents in their capacity as Councillors. This was noted. Tankersley Parish Council RESOLVED to

7.3.1 accept the guidance

7.3.2 Investigate the costs of providing Councillors with ID Cards

During the discussion a member of the public participated in the discussion. The member of the public was reminded by Cllr Horsfall that the Public Discussion time had passed. Cllr Horsfall asked the member of the public for their name. This resulted in an exchange of views and the Member of the Public left the meeting.

7.4 Allotments Review and Action Plan

The Clerk's report was noted. Tankersley Parish Council RESOLVED to:-

7.4.1 Authorise the existing structures on plots 2, 5, 6, 7, 8, 9, 11 and 12

7.4.2 Authorise the proposed structure, a greenhouse on plot 2

7.4.3 Authorise and re-confirm the legacy tenancy issued to Plot 9 in 2017 which accepts that the tenancy holder lives 1 mile beyond the parish boundary

7.4.4 Authorise and issue a legacy tenancy to Plot 3 which accepts that the tenancy holder lives 1 mile beyond the Parish boundary

7.4.5 Authorise retrospectively the creation of the new plot between plots 5 and 6 currently known as 5A

7.4.6 Authorise retrospectively the creation of the 3 new smaller plots from the former plot 12. The new plots are currently known as plots 12, 13 and 14

7.4.7 Authorise the Clerk to produce a new tenancy agreement which will last for 5 years with allotment rents being reviewed at every October Parish meeting and invoices for the annual rent issued very December for payment in January.

The new tenancy agreement will be considered at the meeting of the Parish Council in October 2021

- 7.4.8 Authorise the Clerk to produce a new tenancy agreement for the legacy tenants on plots 3 and 9 that takes into account the fact that they live beyond the 1 mile parish boundary. It was agreed that the partner of the allotment holder of Plot 9 could be included as a joint tenant in the new tenancy agreement.

The new tenancy agreement will be considered at the meeting of the Parish Council in October 2021

- 7.4.9 Authorise the Clerk to investigate further regarding the people who requested to go on the waiting list and the status of plots 4, 10, 13 and 12.

The Clerk to report back at the October meeting

- 7.4.10 Join the National Allotment Society

- 7.4.11 Authorise the Clerk to review the allotment rents and make recommendations for 2022 -23.

The Clerk to report back at the October meeting

- 7.4.12 Authorise the Clerk to advertise for people to go on the allotment waiting list.

- 7.5** Tankersley Parish Council RESOLVED to authorise the Clerk to produce an Allotment Policy that incorporates the results of the following motions

- 7.5.1 The allotments shall be provided for residents of Tankersley parish and people living within 1 mile of the parish boundary.

Residents of Tankersley Parish will go on Waiting List A.

Residents living outside of Tankersley Parish but within 1 mile of the Parish boundary will go on Waiting List B

Waiting List A will take priority over Waiting List B

In exceptional cases where tenants have maintained a plot for more than 15 years and kept the plots in excellent condition the council may exercise a discretion and issue a legacy tenancy for tenants living beyond the 1 mile parish boundary.

- 7.5.2 No household shall have more than one allotment plot

- 7.5.3 A joint tenancy agreement will include only spouses and partners

- 7.5.4 Where chickens / rabbits are kept on the allotment plot the policy shall detail the animal welfare conditions to be met and also cover removal of buildings from a plot if the plot holder ceases to have animals or gives up the plot.

- 7.5.5 At this time it is not appropriate for a deposit to be provided by allotment holders but the situation will be monitored.

- 7.5.6 The Clerk and members of the Parish Council will meet with allotment holders at an allotment general meeting at least once a year. Further general meetings may be arranged.

7.6 Council Tax Update

The Clerk updated the meeting

8. Matters arising from the minutes of the last meeting, not covered by agenda items

No issues arising

9. Financial Matters

9.1 Expenditure

i) Clerks Net Salary – for August '21 paid 15 September 2021	349.60
ii) Clerks Expenses – Aug – Sep working from home allowance	24.00
iii) HMRC tax (Clerk) will be paid quarterly	87.20*
*HMRC Tax has been paid including tax for September 2021	
Retrospective reimbursement for Clerk for purchasing prizes for Scarecrow Event – Amazon vouchers	60.00
TOTAL	520.80

9.2 Income

Interest on Deposit account – September	0.11
Payment from Cllr Crossley re refund from Cream Bouncy Castle event of 14 August 2021	50.00
Payment from Cllr Crossley re overpayment for spray paint purchased for event of 14 August 2021	0.25
TOTAL	50.36

9.3 Current and Deposit Account Statements as at 1 September 2021

Current	£26,428.69
Deposit	£12,502.46
Total	£38,931.15

9.4 Expenditure to be Authorised

Tankersley Parish Council RESOLVED to authorize the payments listed below for September

Item	Amount £
Reimburse Cllr Laverack for purchasing token prizes for entrants of the scarecrow event.	17.91
TOTAL EXPENDITURE	538.71

9.5 Banking Issues

9.5.1 Changing the Address of the Bank Accounts held with National Westminster Bank
The Clerk updated the Parish Council regarding the complaint made to the Chief Executive of National Westminster Bank regarding the failure of the Bank to change the account address despite requests being made in 2019, 2020 and 2021.

A response to the complaint had been received shortly before the meeting was due to start. National Westminster Bank acknowledged receipt of the Clerk’s request to change the address of the bank account in July 2021. Despite being informed of changes in personnel National Westminster Bank had then tried to contact the former chair for confirmation that this should be actioned. Not receiving any response from the former chair of the Parish Council National Westminster Bank had failed to take any further action or to respond to the Clerk.

National Westminster Bank require confirmation from the Parish Council that the address of the bank account should be changed to the Clerks address.
Tankersley Parish Council RESOLVED that the address of the accounts held with National Westminster Bank should be changed to the Clerk’s address of 35, Kestrel Avenue, Thorpe Hesley Rotherham, South Yorkshire S61 2TT

9.5.2 Changing the Mandate of the Bank Accounts held with National Westminster Bank
Attempts to change the mandate were made in 2019. Cllr Dennis Simpson is known to be a signatory to the bank account but it is not clear who the other signatories are.

Tankersley Parish Council RESOLVED that the mandate of the Bank accounts held with National Westminster Bank should be changed so that the signatories are Ms Catherine Mullen as Clerk to the Parish Council, Cllr Robert Lodge as Chair of Tankersley Parish Council, Cllr David Laughton as Vice Chair of Tankersley Parish Council and Cllr Dennis Simpson

9.5.3 Day to Day management of the Bank Accounts held with National Westminster Bank
Tankersley Parish Council RESOLVED that Ms Catherine Mullen as Clerk to the Parish Council should be responsible for the day to day management of the accounts held with National Westminster Bank and be the principal contact with the bank.

9.6 Changing Banks

Tankersley Parish Council noted the Clerk's report on other current account providers.
Tankersley Parish Council RESOLVED

- 9.6.1 To open a new current account with Co-operative Bank.
- 9.6.2 That the address of the new bank account would be the Clerk's address. This is 35 Kestrel Avenue, Thorpe Hesley, Rotherham, South Yorkshire S61 2TT
- 9.6.3 Ms Catherine Mullen, the Clerk to the Parish Council would be responsible for day-to management of the new bank account and be the principal contact with the bank
- 9.6.4 The signatories for the new bank account should be
Ms Catherine Mullen, Cllr Robert Lodge, Cllr David Laughton, Cllr Dennis Simpson
- 9.6.5 That once the new bank account with Co-operative Bank is operational all funds in the existing National Westminster Bank account should be transferred to the new Co-operative account

9.7 Reclaiming VAT

The Clerk's report on reclaiming Vat was noted. Tankersley Parish Council RESOLVED that the Clerk should reclaim the VAT as soon as practicable

9.8 Redesign and Rebuild of Web-site

Issues with the existing web-site were noted. Cllr Greaves confirmed that issues with the web-site were regularly mentioned by members of the public.
Tankersley Parish Council RESOLVED that the Clerk should obtain quotes for redesigning and rebuilding the web-site

9.9 Financial Regulations

The updated Financial Regulations were discussed. Tankersley Parish Council RESOLVED

- 9.9.1 that the limit at which items of expenditure should be referred to the Parish Council for prior approval should be £500.
- 9.9.2 that subject to the expenditure limit being £500 the Financial Regulations should be adopted and reviewed at the September 2022 Parish Council meeting.

9.10 Preparing the 2022-23 Budget

Tankersley Parish Council noted that projects and activities for 2022-23 should be scoped out for consideration at the October Parish Council Meeting where work on the 2022-23 Budget would begin.

10. Model Code of Conduct

Cllr Greaves described some of her concerns with the Model Code. Tankersley Parish Council RESOLVED to defer the matter until January 2022 when the issue would be reviewed.

Motion to Extend the Meeting Beyond 2 hours

At 8.55pm the Chair, Cllr Laughton stopped the meeting and proposed that in accordance with article 3 x of the Standing Orders the standing orders be removed to allow all necessary business to be discussed and completed. The motion was seconded by Cllr Horsfall and agreed by the Council.

Tankersley Parish Council resumed business

11. Projects for 2021 – 2022

11.1 Councillor Clinics

Cllr Greaves had circulated a report of feedback from residents who had used the clinics. The report was noted and Tankersley Parish Council RESOLVED that

- 11.1.1 the Councillor Clinics should continue but be held on a quarterly basis
- 11.1.2 the venue and times of the Councillor Clinics would vary and include zoom sessions
- 11.1.3 ALL councillors could be involved in the Clinics
- 11.1.4 the Councillor Clinics would be reviewed again at at the Parish Council meeting in September 2022.

11.2 TPC Community Led Parish Plan 2021 - 24

This was discussed and it was recognised that the Community led Parish Plan, the Community Survey and Budget Planning for 2022-23 were inter-connected but should not delay the progress of each other. Projects included in the Community Led Parish Plan would be included in the Budget for 2022-23 as appropriate.

11.3 Scarecrow Festival

Tankersley Parish Council RESOLVED to defer the item until the next meeting.

11.4 Amenities Working Group

Tankersley Parish Council RESOLVED to defer the item until the next meeting.

11.5 Community Survey

Tankersley Parish Council RESOLVED that a new community survey should be covered by the Budget for 2022-23

11.6 Benches in Tankersley and Pilley

Tankersley Parish Council RESOLVED to defer the item until the next meeting.

11.7 Hanging Baskets for 2022

Tankersley Parish Council RESOLVED that

- 11.7.1 the hanging basket project should be repeated and expanded in 2022.
Cllr Crossley was asked to investigate expanding the project and report back at the next meeting.
- 11.7.2 Cllr Crossley should advertise the project on FB, noticeboards and the web-site

11.8 Halloween Event

Cllr Coy had proposed a trick or treat project for Halloween 2021. The Clerk as RFO had objected to the proposed costings regarding achieving best value. It was noted that the Halloween Event organized by Cllr Coy in 2020 based on pumpkin carving had been a great success. Tankersley Parish Council RESOLVED that

11.8.1 Cllr Coy should organize a Halloween Event for 2021 based on the 2020 pumpkin carving event, and

11.8.2 should begin preparing work on a new event for 2022 based on the trick or treat proposal in summer 2022.

11.9 Bonfire 2021

The Clerk confirmed that BMBC had received the paperwork and that the application was being considered by the Safety Advisory Group. A quote for the fireworks for £1,320 from Epic Fireworks had been circulated. The possibility of BMBC not consenting to the event was considered Tankersley Parish Council RESOLVED

11.9.1 that the monies should be paid to secure the fireworks for the annual bonfire event. If BMBC did not consent to the Annual Bonfire event then the fireworks could be used for an event to celebrate the Platinum Jubilee in Summer 2022.

11.9.2 that a Bonfire Working Group should be set up to organize the bonfire event. The Bonfire Working Group would be Cllrs Hopkinson, Simpson and Crossley.

11.10 Childrens Christmas Party

Tankersley Parish Council RESOLVED to defer the item until the next meeting.

11.11 Platinum Jubilee

Tankersley Parish Council RESOLVED to defer the item until the next meeting

12. Planning Applications

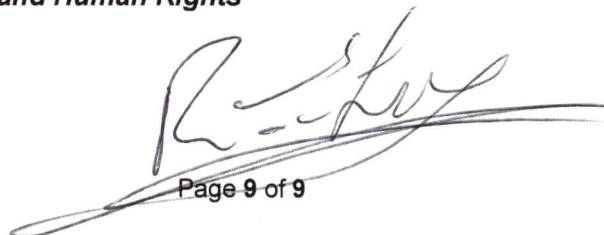
Tankersley Parish Council RESOLVED that it had no objection to Planning Application 2021/1095 the Erection of two storey rear extension to dwelling 15A The Avenue, Pilley, Barnsley, S75 3AQ.

13. Date of Next Meeting

To RESOLVE to note the date of the next meeting as Monday 18th October 2021
The time of the meeting would be decided after 1 October to take account of selecting candidates for the 2 councillor vacancies. The meeting would be held in the Welfare Hall, Tankersley.

There being no other business the meeting closed at 10.00 pm

Members of Tankersley Parish Council considered the foregoing when considering their duties: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & Safety and Human Rights



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