

# TANKERSLEY PARISH COUNCIL

Clerk: Catherine Mullen

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## Minutes of the Ordinary Meeting of Tankersley Parish Council Held on Monday 17 April 2023 at 7.00pm in the Tankersley Hub

**Present** Cllr Robert Lodge (Chair), Cllr David Crossley, Cllr Estelle Leake

**In Attendance** Peter Clark – Head of Elections Barnsley MBC, Catherine Mullen – Clerk,

**Also Present** Six members of the public

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### 1. Apologies

- 1.1 Tankersley Parish Council noted that apologies had been received from Cllrs Jarvis.
- 1.2 Tankersley Parish Council did not consider that the absence of Cllrs Jarvis and Sowersby from the meeting should be authorised.
- 1.3 The Clerk confirmed that there are no concerns with the attendance record of Councillors and also confirmed that the attendance record of Councillors from January 2023 to and including April 2023 would be posted on the Parish Council website.

### 2. Declarations of Interest and Dispensation Requests

- 2.1 Cllr Crossley declared an interest in TCA.
- 2.2 The Clerk confirmed that no dispensation requests had been received.

### 3. Public Participation and Questions Session

- 3.1 A member of the public asked why the Parish Council had delayed purchasing a SID as it had resolved to do last year. It was explained that due to a resident raising frivolous and ineligible objections to the external auditor the Parish Council had incurred significant and unforeseen expenditure which had meant that it had not been possible to purchase a new

Date

22/5/2023.

SID or to hold some of the planned events.

- 3.2 A member of the public asked if grants had been applied for to purchase a new SID. It was confirmed that they had but that there were not many grants covering the purchase of SIDS and for this reason consideration was being given to purchasing a new SID outright and applying for a grant to cover something else
- 3.3 A member of the public asked if an application could be made to the Rockingham Ward Alliance as well as to the Penistone Ward Alliance. It was confirmed that this would be possible.

## **CORE REQUIREMENTS AND COUNCIL MEETING**

*Covering governance administration*

### **PLEASE NOTE**

**During the Council Meeting members of the public are not permitted to speak unless the Parish Council votes to permit a member of the public to speak during an agenda item**

#### **4 Minutes**

The Minutes of the Ordinary Parish Council Meeting held on 20 March 2023 were agreed as a true and accurate record. Cllr Leake proposed and Cllr Crosley seconded that Cllr Lodge as Chair of the meeting be authorised to sign the Minutes as a true and correct record. Cllr Lodge signed each page of the Minutes

#### **5. Business Raised During Public Question Time**

The Clerk to check on the terms of the Rockingham Ward Alliance and to contact the member of the public with the findings.

#### **6. Neighbourhood Plan**

6.1 Cllr Leake proposed that the Chair of the Neighbourhood Plan Working Group be allowed to speak during this item 6 of the agenda. Cllr Crossley seconded the motion and the Parish Council voted and **RESOLVED** that the Chair of the Neighbourhood Plan Working Group should be allowed to speak on this item of the agenda.

6.2 The Chair of the Neighbourhood Plan Working Group informed the Parish Council that the Working Group had met on Thursday 13 April. Some of the sub groups had met and reported back to the Working Group. Helen Willows had accepted the Working Group's invitation to attend the next meeting to be held on 11 May. A meeting had been arranged between the Group and the Cabinet Member for Environment and Highways to discuss transport issues in the Parish.

#### **7. May 2023 Election Results**

Tankersley Parish Council noted that the May 2023 elections will be non-contested and that the following will become Parish Councillors after completing their Declarations of Acceptance between 10 - 19 May

<b>Tankersley East</b>	<b>Tankersley West</b>
P Clarney	
R Lodge	A. Cocking
	H. Reckless plus 5 vacancies

- 7.1 Tankersley Parish Council noted that the members of the public present included residents who would be forming the new Parish Council and who would play an important role in the handover to the new Parish Council.
- 7.2 Tankersley Parish Council noted that the Clerk had handed over all keys to the Hub and would retain the keys to the Parish Council noticeboards until the Agendas for the Annual Parish Council Meeting had been issued. The codes, files and laptop would be handed to Designate Cllr Reckless once the VAT Reclaim had been paid into the Parish Council's bank account.
- 7.3 Tankersley Parish Council RESOLVED to authorise the documents to recruit a new Clerk. Tankersley Parish Council noted that the position of Clerk had been advertised on the YLCA website, the Barnsley MBC website, the Community FB page. It would also be advertised in the Barnsley Chronicle, on the Parish Council FB page and website. The deadline for applications was 28 April.
- 7.4 Tankersley Parish Council noted that the Clerk's leaving date was before the Current Councillors' retirement dates and before a new Clerk would be in position. Tankersley Parish Council RESOLVED that to ensure GDPR compliance the Clerk should erase all data relating to those Councillors who would be retiring before leaving.

## **POLICIES AND GOVERNANCE**

### **8. Model Code of Conduct**

Tankersley Parish Council RESOLVED to adopt the Model Code of Conduct developed by the LGA and recommended by NALC and YLCA.

## **SOCIAL AND COMMUNITY INFRASTRUCTURE**

### **9. Hanging Baskets 2023**

- 9.1 Tankersley Parish Council noted that to date Barnsley MBC had not contacted the Clerk regarding the planned audit of all lamp posts for hanging baskets so that baskets can be installed in Summer 2023.
- 9.2 Tankersley Parish Council noted that normally the Parish Council pays for the Summer baskets in April. Tankersley Parish Council considered the implications of having to refund all the sponsors of hanging baskets if Barnsley MBC do not complete the audit in time and/or if the hanging baskets cannot be installed in 2023. In view of the fact that the Clerk is leaving and it is not known when a replacement will be in place this could cause difficulties. Tankersley Parish Council RESOLVED that the monies received for the 2023 hanging baskets would be transferred to TCA for them to either pay for the 2023 baskets or to refund the 2023 sponsors if necessary.
- 9.3 Tankersley Parish Council RESOLVED to transfer ownership of the brackets for the hanging baskets to TCA
10. **Hanging Baskets 2024**
- 10.1 At the Meeting of 20 March 2023 the Parish Council RESOLVED to ask TCA if they would take over responsibility for the sponsored hanging baskets in 2024. TCA have agreed to take over the hanging baskets for 2024. Tankersley Parish Council RESOLVED that the

Clerk should transfer the data for the hanging baskets to the TCA as soon as possible. Any personal data remaining regarding the sponsors of hanging baskets should be erased in accordance with GDPR

Tankersley Parish Council noted that as TCA will be responsible for any 2024 hanging baskets this impacts on the predicted income the Parish Council would receive in 2023-24 and that the 2023-24 budget needs to be revised accordingly. Tankersley Parish Council RESOLVED that the new Council in place from May 2023 should revise the budget and identify how it can be balanced in the light of the shortfall.

## 11. Coronation

Tankersley Parish Council noted that confirmation to use Pilley Pocket Park for the picnic in the Park event on 7 May had not yet been received. Tankersley Parish Council authorised the Clerk to chase Barnsley MBC for a progress report.

## 12. Financial Matters

Tankersley Parish Council noted the salary payments, home working allowance and PAYE payments

### 12.1 Expenditure

	£
i) Clerks April Net Salary	465.20
iii) Clerks Expenses –working from home allowance March	24.00
iv) HMRC tax (Clerk) paid monthly	6.80
<b>TOTAL</b>	<b>496.00</b>

### 12.2 Expenditure to be Authorised

Tankersley Parish Council noted the payments made since the March Meeting and authorised payments

Item	Cost - £
Pay TCA for room hire from October 2022 to March 2023. This covers ad hoc meetings, Parish Meeting of 10 November and meetings of Neighbourhood Plan Working Group	99.00
<b>Total</b>	<b>99.00</b>
<b>TOTAL Expenditure</b>	<b>99.00</b>

### 12.3 Income

Interest on Deposit account March 2023	8.66
<b>TOTAL</b>	<b>8.66</b>

### 12.4 Current and Deposit Account Statements As at 1 April 2023

Current	£15,972.37
Deposit	£12,547.54
<b>Total</b>	<b>£28,519.91</b>

### 12.5. Bank Reconciliation Statements

12.5.1 Tankersley Parish Council RESOLVED to authorise Cllr Lodge as Chair and the Clerk to sign the Current Account Bank Reconciliation Statement up to 31 March 2023.

12.5.2 Tankersley Parish Council RESOLVED to authorise Cllr Lodge as Chair and the Clerk to sign the Deposit Account Bank Reconciliation Statement up to 31 March 2023

## 12.6 Authorisation to Pay Early

Tankersley Parish Council RESOLVED to authorise the Clerk to pay the following large items of expenditure early to avoid difficulties if it is not easy to recruit a new clerk.

YLCA annual subscription  
BHIB Insurance  
Edge – Financial Package  
One.com – web hosting and email

## 12.7 Changes to the Bank Mandate

Tankersley Parish Council RESOLVED to

12.7.1 authorise the removal from the Bank Mandate of Cllr Matthew Jarvis and the Clerk Ms Catherine Mullen as signatories.

12.7.2 change the address of the Parish Council's bank account with effect from 30 April 2023

## 13. The End of Year Accounts and AGAR 2022-23

Tankersley Parish Council received and RESOLVED to authorise the end of year accounts for 2022-23 and to authorise publication of the documents on the Parish Council website

## 14. VAT Update

Tankersley Parish Council noted the timetable for reclaiming VAT spent during 2022-23

## 15. Eligibility to Declare Exemption from External Audit

Tankersley Parish Council considered the qualifying criteria set down in the Accounting and Audit Regulation 2015 Regulation 9 and RESOLVED to declare itself exempt from a limited assurance review.

## 16. Risk Assessment – March 2023

Tankersley Parish Council received and noted the Risk Assessment carried out in March 2023. Tankersley Parish Council noted in particular the risk to future payments and efficient and effective management of the bank account in view of the Clerk's departure and a new Council from May.

## 17. 2023 Bonfire and Fireworks Event

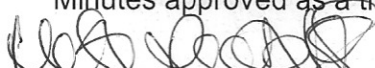
The current Parish Council had identified issues with being able to support the annual Bonfire and Fireworks due to the timing of the October half term for Barnsley schools. Consequently, Tankersley Parish Council had asked TCA if they would manage the 2023 Bonfire and Fireworks Event and clean up after the event, in partnership with the Parish Council.

TCA have indicated that in view of only member of the current Parish Council being on the Parish Council from May the new Parish Council should decide if this is what they want to do. However, TCA have asked that they are informed of the new Parish Council's decision before the end of May 2023.

## 18. 2023-24 Budget Implications

### 18.1 2024 Sponsored Hanging Baskets

Tankersley Parish Council noted that transferring the sponsored hanging basket project to the TCA means the income received from hanging basket sponsors will not be paid to the Parish Council in 2023-24. The 2023-24 Budget needs revising to deal with this shortfall.



Tankersley Parish Council RESOLVED that the decisions to manage the deficit should be decided by the new Parish Council from May.

**18.2** 2023 Bonfire and Fireworks Event

If the 2023 event is not to be a charging event then this will reduce the payments forecast in the 2023-24 Budget. The 2023-24 Budget needs revising to deal with this shortfall.

Tankersley Parish Council RESOLVED that the decisions to manage the deficit should be decided by the new Parish Council from May.

**18.3** 2023-24 Expenditure

The 2023-24 Budget was a balanced budget. The loss of significant income during 2023-24 means that the Parish Council may now overspend unless a number of planned events are cancelled. Tankersley Parish Council RESOLVED that the decisions to manage the deficit should be decided by the new Parish Council from May.

**19. Planning Applications**

**19.1** Planning Application 2023-0227.

Description – to change agricultural land to equestrian land and to erect a stable building

Location – 71 Pilley Green

This was a re-application. The Parish Council had objected to the application when it was first submitted in 2022. It has submitted concerns with the re-application regarding a number of areas where the application does not comply with the NPPF, the local plan and planning policies adopted by Barnsley MBC

**20. Date of Next Meeting**

Tankersley Parish Council RESOLVED to change the date of the next meeting which is the Annual Parish Council Meeting to Thursday 11 May 2023 at 7.15 pm and to be held in the Hub, Tankersley.

***Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & Safety and Human Rights.***