



# TANKERSLEY PARISH COUNCIL

Clerk: Catherine Mullen

35, Kestrel Avenue  
Thorpe Hesley  
Rotherham  
South Yorkshire  
S61 2TT

Email: [clerk@tankersleypc.org](mailto:clerk@tankersleypc.org)

Tel: 07432025488

**To: All Members of Tankersley Parish Council**

**You are summoned to the Annual Meeting of Tankersley Parish Council on Monday 11th May 2022 at 7.15 pm. This meeting will be held in the Tankersley Hub for the purpose of transacting the following business.**

**Catherine Mullen  
Parish Clerk and Responsible Finance Officer  
30<sup>th</sup> April 2023**

**The Council is limited in terms of the capacity of the Tankersley Hub. It would be helpful if members of the public wishing to attend contacted the Clerk by e-mail if they are planning to attend. Members of the public may submit questions or statements in writing to the Clerk at [clerk@tankersleypc.org](mailto:clerk@tankersleypc.org) by noon on the day of the meeting. Written queries and submissions will be given priority in the Public Participation Session of the meeting.**

Please do not attend if you have any recognised Covid-19 symptoms.

The meeting may be filmed, photographed or audio recorded (recording). The recording will be paused or halted to take account of safeguarding requirements and the wishes of any members of the public who do not wish to be included in the recording, or if recording is at risk of disrupting the meeting. During the meeting and at the Chairman's discretion, the meeting will be opened to enable questions or statements to be made by members of the public for a maximum time of 10 minutes. Members of the public are asked to restrict their comments and/or questions to three minutes.

# Agenda

## CORE REQUIREMENTS

*Covering governance administration, finance and asset management*

1. **Election of Chair**  
To resolve to elect a Chair for the 2023/24 civic year. [Local Govt Act 1972, s15\(2\)](#)
- 1.1 Declaration of Acceptance of Office by the Elected Chair
2. **Declarations of Acceptance of Office by New Councillors**
3. **Co-option of New Councillors**
- 3.1 To co-opt candidates to be Parish Councillors
- 3.2 Declarations of Acceptance by co-opted Councillors
4. **If Appropriate to Select a Councillor to Take the Minutes and/or Act as Clerk until a New Clerk has been Appointed**
5. **To Decide Whether to Appoint a Vice Chair**
- 5.1 To consider whether to appoint a Vice Chair to the Parish Council and if so to resolve to elect a Vice Chair for the 2023/23 civic year
- 5.2 Declaration of acceptance of office by the Vice Chair
6. **Apologies**
- 6.1 To receive and accept apologies from Councillors. [Local Govt Act 1972 s85 \(1\)](#)
7. **Declarations of Interest and Dispensation Requests**
- 7.1 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. [\(Disclosable Pecuniary Interests\) Regulations 2012 \(SI 2012/1464\) \(NB this does not preclude any later declarations\)](#)
- 7.2 To consider any Dispensation Requests [Localism Act 2011 s33\(b-e\)](#)
8. **Public Question Time**  
To receive questions and statements, either verbal or written, from members of the public. [Public Bodies \(admissions to meetings\) Act 1960 s1 extended by the Local Gov Act 1972 s100](#)

## 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**

9. **Minutes**  
To consider and resolve to approve as a true and correct record the Minutes of the Ordinary Meeting held on Monday 17<sup>th</sup> April 2023. [\(LGA 1972 sch 12, para 41\(1\) \(Appendix A\)](#)
10. **Business Raised During Public Question Time**  
To resolve to refer any business raised by the public in public discussion, and any other matters or items of information from councillors to the appropriate working group or to resolve to agree on any other action.

**11. Neighbourhood Plan** ([The Neighbourhood Planning \(General\) Regulations 2012](#))

**11.1** To consider any motions to allow the Chair/Vice Chair of the Neighbourhood Plan Working Group (Working Group) to speak during this item 8 of the agenda and for the Parish Council to vote on any such motion

**11.2** To consider feedback and any recommendations from the members of the Working Group following their meeting with Helen Willow and meetings of sub-groups and to authorise any future actions that may be required.

**12. Financial Matters**

To note and where appropriate to authorise the expenditure that has occurred since the April meeting and expenditure required through May and if appropriate to authorise the use of personal cards.

**12.1 Expenditure**

TCA for Band for Coronation Event	500.00
YLCA	15.00
BHIB Insurance Renewal	928.06
Reimburse C. Mullen for renewing Moneysoft Payroll License	93.60
YLCA 5 copies of Good Councillor Guide	21.55
YLCA Annual Subscription	587.00
TCA – Transfer of monies received for 47 sponsored hanging baskets	3327.60
Donna's Facepainting for Coronation Event	495.00
First Impressions Ltd 2 x hanging basket brackets	132.00
<b>TOTAL</b>	<b>£6,099.81</b>

**12.2 Income**

Precept for 2023-24	22,500.00
Interest on Deposit account	9.81
<b>TOTAL</b>	<b>£22,509.81</b>

**12.3. Current and Deposit Account Statements**  
As at 1 May 2023

Current	£31,876.36
Deposit	£12,568.01
<b>Total</b>	<b>£44,444.37</b>

**12.4. Bank Reconciliation Statements**

**12.4.1** To consider and authorise signing of the Current Account Bank Reconciliation Statement up to 30 April 2022.

**12.4.2** To consider and authorise signing the Deposit Account Bank Reconciliation Statements to 30 April 2022

[\(Appendix B\)](#)

**12.5 General Power of Competence**

To note that as the Parish Council is not eligible to adopt the General Power of Competence

**12.6 S.137 Expenditure During Financial Year 2022-23**

To note the Parish Council's expenditure using the powers granted by Local Government Act 1972 s.137

[\(Appendix C\)](#)

**12.5 Asset Register**

To consider and review the Parish Council's Asset Register and Inventory of Land for 2023/24

and to note the disposal of the brackets for the hanging baskets to the TCA. [\(Appendix D\)](#)

## **12.6 Balancing the 2023/24 Budget**

The transfer of the sponsored hanging baskets to TCA and not making the annual Bonfire and fireworks event a charging event means the predicted income for 2023/24 in the Budget will be lower than when the Budget was adopted in January 2023.

To consider how to make up the shortfall [\(Appendix E\)](#)

## **13. Recruiting a New Clerk**

**13.1** To consider the former Clerk's offer to stay on as RFO only, until 30 June 2023, in order for the Parish Council to comply with its statutory requirements and complete and submit the 2022-23 AGAR in the required timeframes. This would have implications for the 2023/24 Budget

**13.2** To resolve to establish a staffing committee consisting of three councillors to recruit the new Clerk and to authorise any required future actions

**13.3** To resolve to delegate all powers to the Staffing Committee required to recruit the new Clerk and to authorise any required future actions

## **14. Changing the Bank Mandate**

**14.1** To resolve which councillors should be added to the Bank Mandate as signatories

**14.2** To resolve which address should be used as the address for the Parish Council's Bank Account

## **15. Insurance Review**

To confirm approval of the arrangements for insurance cover in respect of all insured risks for 2023/24 [\(Appendix F\)](#)

## **16. To consider and note the Parish Council's Annual Payments and Subscriptions:**

- Salaries
- Yorkshire Local Councils Association
- Edge IT for Finance Package
- Information Commissioner
- Website hosting and e-mail Provision

**17** To consider and agree a timetable for reviewing and re-adopting the following Parish Council Policies for 2022/23

[\(Appendix G\)](#)

## **18. Membership of Outside Bodies**

To consider and approve nominations for Parish Council Representatives on the YLCA and such other bodies as the Parish Council considers appropriate

# **SOCIAL AND COMMUNITY INFRASTRUCTURE**

## **19. Bonfire and Fireworks Event**

**19.1** To resolve to suspend Standing Order 7 in order to respond to the TCA's request that the new Parish Council considers whether it wants to hand over management of the 2023 Bonfire and Firework event to TCA or whether the new Parish Council wishes to manage the event.

**19.2** To resolve whether to hand over management of the 2023 Bonfire and Firework event to TCA or whether the new Parish Council wishes to manage the event.

TCA have asked for this decision to be communicated to them before the end of May

## **20. Kes Bench**

To note the Parish Council had agreed in Summer 2022 to purchase a new bench to celebrate the filming of Kes by Ken Loach around Tankersley Old Hall. Due to increased audit expenses caused by an individual raising ineligible and frivolous objections with the external auditor this

project had to be deferred until the 2023-24 Budget. Provision was made in the 2023-24 Budget for the bench and an application for grant funding has been submitted to the Ward Alliance.

**21. Parish Council Hanging Basket**

**21.1** To note that the monies received from sponsors of 2023 Hanging Baskets has been transferred to the TCA in accordance with Minute 9.2 of the 17 April Ordinary Parish Council Meeting.

**21.2** To note that the supplier of the Hanging Baskets has been requested to invoice the Parish Council separately so that the Parish Council can reclaim VAT on the purchase of its Hanging Basket.

**22. Planning Applications**

At the date of issuing this agenda no planning applications had been received.

**23. Date of Future Meetings**

To resolve to change the date of future Parish Council Meetings from the third Monday of the month to the third Thursday of the month.

To resolve to change the dates of future Ordinary Parish Council Meetings from May 2023 – April 2024 [\(Appendix H\)](#)

To resolve to note the date of the next Ordinary Parish Council Meeting as Thursday 15 June 2023 at 7.00 pm and to be held in the Tankersley Hub.

***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.***