



# TANKERSLEY PARISH COUNCIL

Clerk: Catherine Mullen

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

**You are summoned to the Ordinary Meeting of Tankersley Parish Council on Monday 16 January 2023 at 7.00pm. 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  
9<sup>th</sup> January 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.**

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

The meeting may be filmed, photographed or audio recorded (recording). The recording may 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

1. **Apologies**
  - 1.1 To receive and accept apologies from Councillors. [LGA 1972 s85 \(1\)](#)

- 1.2 To note the attendance record of Councillors.
- 2. Declarations of Interest and Dispensation Requests**
- 2.1 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).
- 2.2 To consider any Dispensation Requests received by the Clerk and not previously considered. ([Localism Act 2011 s33\(b-e\)](#))

## **CORE REQUIREMENTS**

### *Covering governance administration*

- 3. Public Participation and Questions**  
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 LGA 1972 s100)
- 4. Minutes**  
To consider and resolve to approve as a true and correct record the Minutes of the Ordinary Meeting held on Monday 21 November 2022. ([LGA 1972 sch 12, para 41\(1\)](#) )  
(Appendix A)
- 5. 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.
- 6. To resolve that due to the nature of the business to be considered the public and press should be excluded from this part of the meeting under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960**
- 6.1 Clerk's Report Back to Parish Council on Meeting of 1 December 2022
- 6.2 The management of the discretionary Public Participation Session and compliance with the Parish Council's Standing Orders
- 6.3 To consider, and if appropriate address, if there is a conflict of interest between the Parish Council, its Councillors and TCA
- 6.4 To consider, and if appropriate address a complaint made by a resident regarding non-attendance by a Councillor
- 7. Appointments, Roles and Responsibilities**
- 7.1 To consider appointments, roles and responsibilities of Councillors
- 7.2 To consider and if appropriate approve and authorise publication of an amended Publication Plan ([Freedom of Information Act 2000 s.19](#)) (Appendix B)
- 8. May 2023 Elections and Possible Hustings**
- 8.1 To note the process and the provision of hustings if the election is to be contested
- 8.2 To authorise the Clerk to produce an article on the elections so that residents know what is involved and can engage with the democratic process

## **SOCIAL AND COMMUNITY INFRASTRUCTURE**

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- 9.**
- Neighbourhood Plan** ([The Neighbourhood Planning \(General\) Regulations 2012](#))
- 9.1** To consider feedback and any recommendations from the initial meeting of the Neighbourhood Plan Working Group held on 13 December 2022. ([Appendix C](#))
- 9.1.1 To note and if appropriate accept the Working Group's recommendation to hold a meeting for the parish in February.
- 9.1.2 To note and if appropriate accept the Working Group's recommendation to promote the February meeting by issuing a newsletter to all households in the parish
- 9.2** To consider and if appropriate authorise the suggested wording about the Neighbourhood Plan for the Parish Council web-site ([Appendix D](#))
- 9.3** To consider and if appropriate authorise the suggested terms of reference for the Neighbourhood Plan Working Group. ([Appendix E](#))
- 9.4** To consider and if appropriate authorise the Clerk to submit an application to be a designated area for the purposes of the Neighbourhood Planning (General) Regulations 2012 to the Local Planning Authority
- 9.5** To authorise the Clerk to apply for grant funding to support the Neighbourhood Pan
- 10.** **Exiting the Allotments and GDPR Implications** ([Small Holdings Allotments Act 1908](#))  
To note that now the Parish Council has ceased to be involved in the allotments the personal data of allotment holders has been erased in accordance with GDPR and to authorise the Clerk to publish a notice to this effect on the Parish Council notice boards and Parish Council website.
- 11.** **Traffic Concerns and Evri**  
Update from the Clerk
- 12.** **Application for Funding for a new SID**  
To consider and if appropriate authorise the Clerk to apply for match funding for a new SID
- 13.** **Working with St Peter's School**  
Feedback on meeting with the new Head and Chair of Governors of St Peter's School in December 2022 – Cllr Crossley
- 14.** **Grit Bins**
- 14.1** To consider if the bins are in the best location or should be re-located
- 14.2** To consider a rota for inspecting the grit bins to identify which ones need to be refilled.
- 15.** **Relocation of Noticeboard at Bottom of Pilley Green**  
To consider a new location for the noticeboard and a timetable for the relocation
- 16.** **Coronation**
- 16.1** To authorise the Clerk and one or more Councillors to represent the Council on the

- Coronation Planning Group and to attend the meeting planned for 24 January
- 16.2** To consider delegating authority to the Clerk to agree to proposals discussed by the Coronation Planning Group eg. providing bouncy castles, facepainters, bands etc for the event.
- 16.3** To authorise the Clerk to book, including payments of deposits and early payments, to secure bouncy castles, facepainters, bands etc as the Council considers appropriate
- 16.4** To authorise the Clerk to apply to Barnsley MBC to book Pilley Pocket Park for the Coronation weekend, if appropriate
- 17. Bonfire**  
To agree the date the Working Group to consider the 2023 Bonfire should meet
- 18. Christmas**
- 18.1** Feedback regarding the new artificial tree and the real tree at Glebe Court
- 18.2** To authorise the payment of £10.00 to Garden to Field for removing the Christmas Tree at Glebe Court
- 19. Repair of the Wall and Kissing Gate following Accident in December 2021**  
To retrospectively authorise the payments for repairing the Kissing Gate (£480.00) to S & K Joinery and the dry stone wall by Broad Ings Wood (£260.00) to Drystone Walling following the accident on 21 December 2021 and receipt of insurance monies.
- 20. Accelerating the move to a .gov.uk Domain**  
To consider that now there are only 6 councillors if the decision to move to a .gov.uk domain should be brought forward.

## **21. Financial Matters**

### **21.1 Expenditure**

i) Clerks December Net Salary including backpay from April 2022 in accordance with the NALC agreed national increase –	597.36
iii) Clerks Expenses –working from home allowance December	24.00
iv) HMRC tax (Clerk) paid monthly	40.00
v) Clerk's January Net Salary	465.20
vi) Clerks Expenses –working from home allowance January	24.00
vii) HMRC tax (Clerk) paid monthly	6,80
<b>TOTAL</b>	<b>1236.56</b>

### **21.2 Expenditure to be Authorised**

To resolve to approve the payments made since the November 2022 Meeting and due December and January and where appropriate to authorise the use of personal cards

<b>Item</b>	<b>Cost - £</b>
Pay Drystone Walling for repairing wall by Broad Ings Wood	260.00
Pay Garden to Field for removing the Christmas Tree at Glebe Court	10.00
Reimburse the Clerk for John Brailsford for printing flyers and A3 posters for Neighbourhood Planning Meeting held on 13 December 2022	60.92
Reimburse the Clerk for Selections Boxes for Children at St Peter's School - Tesco 1	269.50

Reimburse the Clerk for Selections Boxes for Children at St Peter's School - Tesco 2	50.00
Reimburse the Clerk for Selection Boxes for Traditional Childrens party - Asda	87.75
Reimburse the Clerk for Selection Boxes for Traditional Childrens party - Tesco	52.50
Reimburse the Clerk for purchasing food for Traditional Childrens' Party - Tesco	61.57
Reimburse the Clerk for Food for Traditional Childrens' Party - Asda	110.94
Reimburse the Clerk for Party Boxes for Food at Traditional Childrens Party - Amazon	47.45
Reimburse the Clerk for Christmas Tree for Glebe Court – White Cross Farm	125.00
Twiggs – payment for clearing Bonfire Site	840.00
Reimburse the Clerk for Amazon – Voucher for Firework organiser	50.00
Reimburse the Clerk for Amazon – Voucher for First Aider	50.00
Reimburse the Clerk for Morrisons – Voucher for Bonfire helper	50.00
<b>Total</b>	<b>2125.63</b>

**TOTAL Expenditure 3362.19**

### 21.3 Income

Interest on Deposit account Nov 2022	4.08
Interest on Deposit Account Dec 2022	8.23
Hanging Basket 2023 Payments	410.00
<b>TOTAL</b>	<b>422.31</b>

### 21.4 Current and Deposit Account Statements As at 1 January 2023

Current	£20,628.27
Deposit	£12,530.09
<b>Total</b>	<b>£33,158.36</b>

### 21.5. Bank Reconciliation Statements

21.5.1 To consider and authorise signing the Current Account Bank Reconciliation Statements up to 30 November and 31 December 2022.

21.5.2 To consider and authorise signing the Deposit Account Bank Reconciliation Statements to 30 November 2022 and 31 December 2022

[\(Appendix E\)](#)

### 21.6 The Asset Register

21.6.1 To consider and if appropriate approve the updated Asset Register showing the disposal of the old Christmas lights and the fence panels on the allotments.

[\(Appendix F\)](#)

21.6.2 To consider and if appropriate approve disposing of the old Christmas lights

21.6.3 To consider what to do with the Millennium plates and authorise a course of action

### 21.7 Risk Assessment

To consider and if appropriate approve the Risk Assessment carried out in December 2022.

[\(Appendix G\)](#)

### 22. Budget 2022-23 Review at End of Q3

22.1 To consider and if appropriate approve the Budget 2022-23 as at the end of Q3

[\(Appendix H\)](#)

22.2 To consider the budgetary implications of spending on traditional Childrens Party and a new style Childrens Christmas Party in 2023

- 23. Budget 2023 -24**  
To consider and if appropriate adopt the Budget 2023 -24 (Appendix I)
- 24. Precept 2023-24**  
To authorise the Clerk to submit a demand for a precept of £22,500.00 to Barnsley MBC for the 2023-24 financial year.
- 25. Planning Applications**  
No planning applications have been received at the date of issuing this Agenda.
- 26. Date of Next Meeting**  
To resolve to note the date of the next Ordinary Parish Council Meeting as 20 February 2023 at 7.00 pm and to be held in the Welfare 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.***