



TANKERSLEY PARISH COUNCIL

Clerk: Siani Allan

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Doncaster
South Yorkshire
DN5 8HB

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To: All Members of Tankersley Parish Council

You are summoned to the Ordinary Meeting of Tankersley Parish Council on Monday 22nd January at 7.00 pm. This meeting will be held in the Tankersley Hub for the purpose of transacting the following business.

**Siani Allan
Parish Clerk and Responsible Finance Officer
8th January 2024**

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

129. Apologies

129.1 To receive and accept apologies from Councillors.

[Local Govt Act 1972 s85 \(1\)](#)

129.2 To consider authorising the non-attendance of Councillors from the meeting

[LGA 1972 s85 \(1\)](#)

130. Minutes

130.1 To consider and resolve to approve as a true and correct record the Minutes of the Ordinary Parish Council Meeting held on Monday 18th December 2023. (LGA 1972 sch 12, para 41(1))

(Appendix A)

131. Declarations of Interest and Dispensation Requests

131.1 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)

131.2 To consider any Dispensation Requests

Localism Act 2011 s33(b-e)

132. 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

133. 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.

134. Financial Matters

To note and where appropriate to authorise the expenditure that has occurred since the 18th December meeting and expenditure required through January and if appropriate to authorise the use of personal cards.

134.1 Expenditure

G. Smith – Salary as Clerk/RFO	377.60
G. Smith – Home Working Allowance	24.00
HMRC – PAYE	94.40
Edge IT Systems Annual Fee	285.60
SOS Wholesale – Christmas Party Selection Boxes	180.14
Reimburse Cllr Greaves – Christmas Party Food (Tesco)	137.48
YLCA – Whole Council Training Session	256.00
Refund of Hanging Basket Payment – M Clarkson	69.40
TOTAL	£1424.62

134.2 Expenditure to be Authorised

S. Allan – Salary as Clerk/RFO	672.00
S. Allan – Home Working Allowance	24.00
HMRC – PAYE	168.00
Printer	x
Mobile Phone	x
TOTAL	£864.00

134.3 Income

Interest on Deposit account	£14.59
TOTAL	£14.59

Current and Deposit Account Statements

6th December – 5th January 2023 ([Appendix B](#))

134.4

134.4.1

Current	£25,346.13
Deposit	£12,681.55
Total	£38,027.68

134.5 Bank Reconciliation Statements

134.5.1 To consider and authorise signing of the Current Account Bank Reconciliation Statement up to 1 December 2023 and to 31 December 2023.

([Appendix C](#))

134.5.2 To consider and authorise signing the Deposit Account Bank Reconciliation Statements to 1 December 2023 and to 31 December 2023.

([Appendix D](#))

135 Parish council bank card/credit card

135.1 To review the Business banking and consider signatories.

135.2 To consider and authorise for the clerk to set up a bank card/credit card to be used for business transactions.

135.3 To consider authorizing the Clerk the power of delegation for use of the bank card/credit card and to set a limit amount.

136 Budgeting

136.1 To review the quarter 3 budget report ([Appendix E](#))

136.2 Budget for April 2024 – March 2025

To consider and authorise the proposed budget for the financial year commencing 1 April 2024 to be submitted by 31 January 2024. ([Appendix F](#))

137 Audit 2024

To consider the appointment of an internal auditor for 2024.

138 Neighbourhood Plan ([The Neighbourhood Planning \(General\) Regulations 2012](#))

138.1 To consider any motions to allow the Chair/Vice Chair of the Neighbourhood Plan Working Group (Working Group) to speak during this item 138 of the agenda and for the Parish Council to vote on any such motion.

SOCIAL AND COMMUNITY INFRASTRUCTURE

139. D-Day Celebrations

139.1 To receive update from Clerk regarding Beacon.

139.2 Christmas

- 139.2.1 Removal and disposal of Christmas Tree at Glebe Court
- 139.2.2 Consideration of replacement Christmas for Welfare Hall
- 139.2.3 Consideration and agreement of date for Childrens Christmas Party 2024.
- 139.3 Consideration of newsletter.

- 140 Mobile Phone
- 140.1 To review the quotations for Clerks mobile phone and printer and approve. ([Appendix G-L](#))

- 141. **Planning Applications**
- 141.1 **To consider comments for planning application – No planning applications received.**

- 142. **Date of Future Meetings**
- 142.1 **To resolve to note the date of the next Ordinary Parish Council Meeting**
To receive schedule of Ordinary Parish Council meeting dates for 2024 – ([Appendix M](#)).

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.