



TANKERSLEY PARISH COUNCIL

Clerk: Catherine Mullen

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Minutes of the Ordinary Meeting of Tankersley Parish Council Held on Monday 20 June 2022 at 7.00pm in the Tankersley Hub

Present: Cllr Matthew Jarvis (Vice Chair – Chaired the meeting)
Cllr David Crossley, Cllr Dennis Simpson, Cllr Kerry Sowersby, Cllr Robert Lodge arrived late

In Attendance Catherine Mullen – Clerk,


Also Present Two members of the public

CORE REQUIREMENTS

Covering governance administration, finance and asset management

1. **Apologies**
 - 1.1 Cllrs Horsfall and Laverack had sent apologies.
 - 1.2 **Attendance Record**
The Clerk confirmed that there are no attendance concerns.
2. **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:**

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- 2.1 Cllr Crossley declared an interest as a member of the TCA
Cllr Sowersby declared an interest as an allotment holder.
- 2.2 **To Consider any Dispensation Requests Received by the Parish Clerk**
The Clerk advised that no dispensation requests had been received.
3. **Public Question Time**
- 3.1 A member of the public complained that the code of conduct had been breached by a councillor who according to the member of the public had breached the residents data. The member of the public was advised to raise the matter with the Monitoring Officer and/or ICO.
- 3.2 Another member of the public informed the Parish Council that they would be holding a fund raiser to pay for sports coaching for young people. The member of the public was advised to submit an application for grant funding.
4. **Minutes**
The Minutes of the Annual Meeting held on Monday 16th May were agreed as a true and accurate record. Cllr Simpson proposed and Cllr Sowersby seconded that Cllr Jarvis as Chair of the meeting be authorised to sign the Minutes as a true and correct record. Cllr Jarvis signed each page of the Minutes.
5. **Business Raised During Public Question Time**
No further issues were raised.
6. **Matters arising from the minutes of the last meeting, not covered by agenda items**
No further matters were raised.
7. **Community Governance Review**
Tankersley Parish Council noted the recommendation to reduce the size of the Parish Council from 11 to 9. It is expected that the date of the change will be from May 2023.
8. **Three Year Plan**
- 8.1 Tankersley Parish Council RESOLVED to hold a wash up meeting to identify what worked and what didn't at last year's bonfire.
- 8.2 Cllr Crossley informed the Parish Council that when the process for 2022 hanging baskets started last November/December the suppliers had quoted £72.00 per hanging basket. In fact, the invoiced amount is £69.00 per hanging basket. This means residents who have continued to sponsor baskets have paid £3.00 too much. Residents who have sponsored a basket for the first time in 2022 have paid £1.40 too much as the plaques were more expensive than quoted last year. Tankersley Parish Council RESOLVED to write to all sponsors of hanging baskets to inform them of the over-payment and to ask them if they wanted to have the excess returned or use it to offset costs for a 2023 hanging basket.
- 8.3 All other items relating to the Three Year Plan were deferred to the July meeting.

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9. Neighbourhood Plan

The Clerk informed the Parish Council that she had not made as much progress on the Neighbourhood Plan as hoped.

10. Allotments Update

10.1 Enforcement Notice 2 had been served on an allotment holder and was due to run out on 21 June. The allotment holder had not reacted well to receiving the Enforcement Notices and had argued that they could not clear and cultivate the plot unless the Parish Council provided them with a skip. The Clerk informed the Parish Council that this allotment holder had been receiving letters raising concerns about the state of the plot and Notices to remedy the plot in accordance with the allotment tenancy agreement since September 2021. Photographs of the plot showing the height of weeds on the plot to be above the fence had been provided to Councillors.

Tankersley Parish Council RESOLVED that allotment holders were not entitled to skips being provided for them on demand and that providing a skip for this allotment holder would not transform the plot to the standard required in the allotment tenancy agreement or in the cultivation plan that the allotment holder had drafted.

Tankersley Parish Council RESOLVED that the Clerk and Cllr Simpson should inspect the plot on 21 June. If the plot was not at the standard required by the tenancy agreement, then the tenancy agreement should be terminated and the plot allocated to the next on the waiting list.

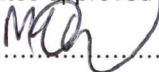
10.2 The Parish Council has informed the owners of the allotment site that it is withdrawing from managing the site. The Clerk detailed some of the issues that need to be resolved such as transferring the water contract to the replacement site manager. Tankersley Parish Council RESOLVED that a timetable regarding the transfer needed to be put in place. The Parish Council would continue to manage the site until the sooner of 31 December 2022, or the date the replacement manager took over. Rents for 2023 and maintenance costs for the allotments will not form part of the 2023 budget setting.

11. Financial Matters

Tankersley Parish Council RESOLVED to approve the expenditure listed below for June and where appropriate to authorise retrospective payments and the use of personal cards

i) Clerks Net Salary –	443.04
iii) Clerks Expenses –working from home allowance	24.00
iv) HMRC tax (Clerk) paid monthly	1.40
Reimburse the Clerk for purchasing 3 replacement stakes from Ornamental Trees Ltd to support the Jubilee trees and authorise the use of the Clerk's Personal Card	43.08
Reimburse the Clerk for paying John Brailsford Printers for printing 1000 copies of the Parish newsletter and authorise the use of the Clerk's Personal Card	403.45
Payment to YLCA for Cllr Sowersby's training	66.80
Payment to BMBC for hire of Pilley Park on 2 and 5 June 2022	82.50
Payment to Donna's Face Painting	202.50
Payment of monies received from residents for hanging baskets	3105.00

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Payment for Parish Council's hanging basket NOTE This payment is falls within S.137 of the Local Government Act 1972	69.00
TOTAL	4440.77

11.2 Income

Interest on Deposit account	1.10
TOTAL	1.10

11.3 Current and Deposit Account Statements as at 1 June 2022

Current	£32,200.25
Deposit	£12,505.17
Total	£44,705.42

11.4 Bank Reconciliation Statements

11.4.1 Tankersley Parish Council considered the Current Account Bank Reconciliation Statement up to 31 May 2022 and RESOLVED that the Chair and Clerk should be authorised to sign it.

11.4.2 Tankersley Parish Council considered the Deposit Account Bank Reconciliation Statement up to 31 May 2022 and RESOLVED that the Chair and Clerk should be authorised to sign it.

11.5 AGAR 2021-22

Tankersley Parish Council considered and reviewed the Internal Audit Report provided by the Internal Auditor and the AGAR 2021-22. Tankersley Parish Council approved the AGAR and RESOLVED to authorise the Chair of the meeting and the Clerk to sign the AGAR as appropriate.

The Clerk was authorised to submit the AGAR and required supporting documents to the External Auditor and to post the documents on the Parish Council Web-site.

11.6 Exercise of Public Rights

Tankersley Parish Council RESOLVED that the period for the exercise of public rights should run from 24 June 2022 to 5 August 2022 inclusive. The Clerk was authorised to issue the the Notice of Public Rights on the Parish Council Noticeboards and Web-site accordingly.


11.7 ICO Payment by Direct Debit

Tankersley Parish Council RESOLVED to set up a Direct Debit to pay the ICO fees. It was noted that by paying the fees by Direct Debit the fees were reduced to £35.00. The Direct Debit will be reviewed next May.

11.8 Accident

The Clerk reported the accident to the wall and kissing gate by Broad Ings to the Parish Councillor's insurers on 21 December 2021 and provided the requested supporting documentation in January 2022. The insurer authorised the repairs on 8 June 2022.

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11.9 Insurance Policy

Tankersley Parish Council RESOLVED to adopt Insurance Policy LC002512 Issued by Aviva through BHIB Insurance Brokers..

12. New Policies and Procedures

12.1 Tankersley Parish Council RESOLVED to adopt the updated Model Publication Scheme. The Model Publication Scheme will be updated in May 2023 or when personnel change, if sooner.

12.2 Tankersley Parish Council RESOLVED to adopt the Documentation Retention and Disposal Policy with the list of documents contained in an Appendix. The policy will be reviewed and if appropriate updated in June 2023.

12.3 Tankersley Parish Council RESOLVED to adopt the General Privacy Statement. The policy will be reviewed and if appropriate updated in June 2023.

12.4 Tankersley Parish Council RESOLVED to adopt the General Data Protection Regulations Policy. The policy will be reviewed and if appropriate updated in June 2023.

12.5 Tankersley Parish Council RESOLVED to adopt the Data Security Incident Policy. The policy will be reviewed and if appropriate updated in June 2023.

12.6 Tankersley Parish Council RESOLVED to adopt the Equal Opportunities and Diversity Policy. The policy will be reviewed and if appropriate updated in June 2023.

CRIME AND SAFETY

13.1 Pop-Up Police Station, Smartwater and Burglary Signs

The re-arranged pop up police station had taken place on 15 June. Cllr Simpson reported that there is some spare smartwater and provided a number of police burglary signs for erecting

13.2 Random Police Speed Checks

Police officers have agreed to carry out random speed checks especially on New Road and Carr Lane.

13.3 PACT Meetings

Monthly PACT meetings are returning and will be held in Penistone.

ROAD SAFETY AND SPEEDING.


14.1 Recalibration of the SID

It had not been possible to arrange a date for the engineer to recalibrate the SID

14.2 Trees Obscuring the SID

Barnsley MBC had asked the Parish Council to prune the trees that were obscuring the SID on Westwood New Road. Cllr Sowersby had arranged for the trees to be pruned.

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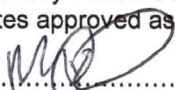
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- 14.3 A New SID**
Tankersley Parish Council considered leaving the SID near the School and purchasing a new SID that could be placed on Pilley Lane and other parts of the Parish.

SOCIAL AND COMMUNITY INFRASTRUCTURE

- 15.1 Parish Council Newsletter**
Tankersley Parish Council RESOLVED to move the time of issuing the Parish Newsletter to February.
- 15.2 Queen's Green Canopy and the Seven Trees.**
- 15.2.1** Watering arrangements are in place for all the Jubilee Trees. Tankersley Parish Council expressed its thanks to all residents who have agreed to water the trees during Summer
- 15.2.2** It was noted that the Jubilee tree planted in Broad Ings had been vandalised to the extent that it was unlikely to recover. Tankersley Parish Council RESOLVED to plant another Jubilee tree in a more conspicuous place in Autumn. The Clerk was authorised to obtain agreement to the location of the new tree from Jo Birch.
- 15.2.3** Tankersley Parish Council RESOLVED to provide plaques for each of the Jubilee trees
- 15.3 Beacon**
- 15.3.1** The beacon was lit for the Platinum Jubilee. Many residents have commented on how much they enjoyed the event. The beacon now needs to be temporarily moved from its current spot so that it can be secured in a steel sleeve.
- 15.3.2** Tankersley Parish Council RESOLVED to erect a plaque that could record the instances that the beacon has been lit since it was put in place.
- 15.4 Harvest Festival Event**
Tankersley Parish Council RESOLVED to make the Harvest Festival Event into a Supper/Barn Dance for senior citizens in the parish. Attendees at the event would select the winning scarecrows from photos provided.
- 15.5 Childrens Christmas Party**
Cllr Sowersby informed the Parish Council that a meeting was due to take place on Thursday 30 June to discuss the arrangements for the event.
- 16. Request for Grant Funding**
- 16.1** Tankersley Parish Council considered an application for £650.00 grant funding from Tankersley Senior Citizens Association. Tankersley Parish Council RESOLVED not to approve the application as it was felt the purpose for which the monies were being requested

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was not clear and that a high percentage (20%) of those who would benefit were from outside the parish.

- 16.2** Cllrs Lodge and Simpson had asked for an update on how grants awarded to St Peter's School, to TPEG and for purchasing flags for the Platinum Jubilee had been utilized. The monies awarded to St Peter's School and to TPEG had occurred before the Grant Awarding Policy and Procedures had been introduced when grant awarding and monitoring processes were less formalised.
The Clerk informed the Parish Council that at the current time it was not clear if the grant monies had been utilised in accordance with the initial requests as they should have been even with less formalised awarding and monitoring processes. The Clerk would chase the organisations to find out and report back in July.

Funding for flags had followed the new policy and procedures and it was clear from the photos taken of the Jubilee that the monies had been used in accordance with the grant application. The flags have now been taken down and are being stored for Remembrance.

17. Planning Applications

17.1 2022/0515 and 2022/052

The Parish Council RESOLVED that it had no objection to the applications

17.2 2022/0453

The Parish Council RESOLVED that it had no objection to the application.


18. Date of Next Meeting

To RESOLVE to note the date of the next Ordinary Meeting of the Parish Council as Monday 25th July 2022 at 7pm in the Tankersley Hub.

There being no other business the meeting closed at 08.50 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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