

DINNINGTON ST. JOHN'S TOWN COUNCIL (DSJTC)

Minutes of the Town Council Meeting on Monday 11th November 2024 at The Lyric, Laughton Road, Dinnington

Present: Cllrs N Ruff (Chair), W Hall (Vice-Chair), D Booth, G Cruickshanks, J Hall, Z Lowe, T Mulholland, S Scott, K Smallwood, D Smith, F Walden, L Clarke, J Hart

20 members of the public attended

In attendance: A Evans (Clerk), L Warne (Asst Clerk), C Radford (Administrator)

Dinnington Regeneration update – RMBC. Cllr Ruff (Chair) advised that RMBC have not been in touch and so there was no representative in attendance to provide an update.

139/24 To answer questions from the last meeting: none

To allow for questions from electors of Dinnington to ask one question only in respect of business itemised on the agenda or on a pertinent issue that may arise;

Question 1: Why were no voting cards issued for the recent Council election and who authorised that they were not required?

Cllr N Ruff (Chair) admitted that errors were made in the decision taking on this occasion and he previously wasn't aware of all of the legislation in place around this matter. He publicly apologised for the mistakes made.

The Clerk advised that as Clerk he gave advice to the Chair based on the information he had in good faith from RMBC, that there was nothing statutory in place and he was advised that most parishes don't spend the additional public money on sending out polling cards for by elections due to the expense. The Clerk also made a public apology for the mistakes that were made around this issue.

Cllr Cruickshanks pointed out that the polling cards were useful in informing the public who do not use social media that an election was taking place.

Polling cards would also inform the public on which Polling Station they were required to use.

It was agreed by the Council that going forward a decision like this would go to a full Council meeting.

140/24 To note apologies for absence. Cllr Adams (work) - accepted

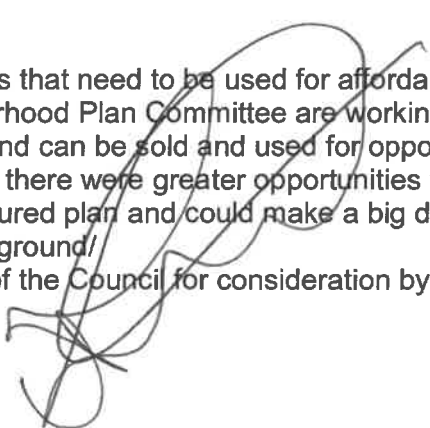
141/24 To record any Declarations of Interest – none declared

142/24 To consider any matters which should be dealt with in open, or confidential session (items for which the Press and Public may be excluded further to the Public Bodies (Admission to Meetings) Act 1960. Item number 153/24 (H) was taken to private session.

143/24 Chair's Report

(A) Neighbourhood Plan Committee

Around Dinnington are valuable land parcels that need to be used for affordable housing and improve areas for the better. The Neighbourhood Plan Committee are working hard to establish what order and how quickly this land can be sold and used for opportunities with developers. A recent meeting identified that there were greater opportunities than previously thought. It needed a professional and structured plan and could make a big difference. There was a lot of work going on in the background. The first Land parcel sale could be in front of the Council for consideration by the end of 2024 and then continuing into 2025.



There will be opportunities to meet with developers and RMBC. Cllr N Ruff (Chair) had been invited to a regeneration meeting. There appeared to be a keen interest by RMBC for DSJTC to succeed. Cllr Ruff (Chair) welcomed RMBC's willingness for DSJTC to develop land.

Cllr Scott raised the point that when selling DSJTC land, consideration should be given for future land needed for Cemetery space or the need to purchase more land. Cllr Ruff (Chair) requested that a report be brought to a Council meeting explaining when the current cemetery was expected to be at capacity and to discuss what land could be used for cemetery space in the future. Cllr Scott and the Cemetery Team were requested to provide the report.

Cllr Smith advised that the current plots of land under consideration for sale were in RMBC's Local Plan and could not be used for any other purpose than housing.

Cllr Cruickshanks suggested that now may be a good time to start looking to purchase further land for burials, given that there is an estimated 40/50 years left and the cost of purchase would be lower now. Cllr W Hall advised consideration should be given about the cost of maintaining this land for that length of time before its required use.

Cllr Ruff (Chair) advised that there are projects and proposals in the pipeline but they are not for voting on today but for consideration in the December meeting.

(B) Community Engagement

Cllr Ruff (Chair) raised the question of when is a Councillor a Councillor and when are they not? Concerns have been raised to the Chair by members of the public around the use of social media by councillors and the problems caused by this. Consideration should be given to the Code of Conduct and that it applied to everyone.

General

Cllr Ruff (Chair) understood that Councillors had work commitments or there may be issues with ill health, but he did not feel that all Councillors were working equally.

Cllr Ruff requested that a quarterly report be published showing what each Councillor has done during that quarter. This would provide transparency to the public on what Councillors were doing.

Cllr Ruff raised questions about the Lyric. Does it remain a community asset, does it become a profit centre or something in between? Cllr Ruff wanted to know what the community want for the future use of The Lyric. Do the public want DSJTC to invest more in order to provide better facilities? Or were the public happy for it to carry on as it is?

Cllr Hart suggested that the Council welcome ideas and suggestions from the public but that any decisions should be from a public referendum. Cllr Ruff (Chair) advised that he would welcome her proposal on this at the next meeting.

144/24 Monthly Accounts Schedule and relevant finance information.

(A) To approve the accounts for October 2024

Cllr J Hall queried a double entry for the Community Club. The Clerk confirmed that this has been identified and already corrected.

Cllrs J Hall & Smith proposed the accounts be approved.

Vote: 13 for, 1 abstained

DINNINGTON ST JOHN'S TOWN COUNCIL

Payments List

<u>Voucher</u>	<u>Code</u>	<u>Date</u>	<u>Description</u>	<u>Supplier</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
	Wages incl PAYE				19669.97		19669.97
	Pension				697.88		697.88
528	Lyric Bar Purchases	08/10/2024	Bar supplies refund	HB Clark	-30.00	-6.00	-36.00
529	Lyric Bar Purchases	08/10/2024	Bar supplies	HB Clark	395.90	79.18	475.08
530	Cemetery - Misc Supplies incl staff uniform	08/10/2024	Hex key set	Tome Valley	15.57	3.11	18.68
531	Community Club	08/10/2024	Community Club Entertainment	Kimmo Entertainments	220.00	0.00	220.00
532	Community Club	09/10/2024	Halloween decorations	Julia Hall	189.99	37.99	227.98
533	Card transaction fees	11/10/2024	Card transaction fees	Sum Up	2.50	0.00	2.50
534	Card transaction fees	11/10/2024	Card transaction fees	Sum Up	4.22	0.00	4.22
535	Cemetery Electricity	11/10/2024	Electricity supply	Eon	181.43	9.07	190.50
536	Office General Maintenance	11/10/2024	Lock for office door	B&Q	34.17	6.83	41.00
537	Card transaction fees	14/10/2024	Card transaction fees	Sum Up	9.80	0.00	9.80
538	Card transaction fees	14/10/2024	Card transaction fees	Sum Up	8.34	0.00	8.34
539	Lyric Miscellaneous Supplies/Equipment Repairs	14/10/2024	Disposable gloves	Tome Valley	17.97	3.59	21.56
540	Sundry Expenditure	14/10/2024	Milk etc. for TC meeting	Lynne Wame	9.74	0.00	9.74
541	Sundry Expenditure	14/10/2024	Adobe	Adobe	17.62	3.52	21.14
542	Website Fees	14/10/2024	Website annual maintenance fee	GY Web Development	228.00	45.60	273.60
550	Vehicle Fuel	16/10/2024	Fuel	HM Wainwright	84.49	16.90	101.39
551	IRIS Payroll	16/10/2024	Payroll data migration	IRIS	870.00	174.00	1044.00
554	Vehicle Servicing & Repairs	21/10/2024	Air tags for vehicles	Amazon	58.30	11.68	69.98
555	Lyric Water	21/10/2024	Water charges	Everflow Ltd	114.59	0.00	114.59
556	Office Water	21/10/2024	Water charges	Everflow Ltd	22.24	0.00	22.24
557	Cemetery Water	21/10/2024	Water charges	Everflow Ltd	44.81	0.00	44.81
558	Allotment Water	21/10/2024	Water charges	Everflow Ltd	58.04	0.00	58.04
559	Cemetery - Misc Supplies incl staff uniform	21/10/2024	Hand trowel	Tome Valley	11.65	2.33	13.98
560	IRIS Payroll	21/10/2024	Monthly auto enrolment fee	IRIS	15.87	3.17	19.04
561	Printer Charges	22/10/2024	Printer charges	East Penine Office Technology	14.11	2.82	16.93
562	Mobile Phones	22/10/2024	Mobile phone charges	Lynne Wame	59.49	0.00	59.49
563	Xmas Festival - Electricity, Misc Supplies	23/10/2024	Xmas festival sundries	Lynne Wame	162.55	32.50	195.05
564	Lyric Bar Purchases	01/11/2024	Bar supplies	HB Clark	1055.83	211.17	1267.00
579	Lyric Miscellaneous Supplies/Equipment Repairs	01/11/2024	Cleaning supplies	Savers	5.98	1.20	7.18
580	Community Club	01/11/2024	Community Club Entertainment	Kimmo Entertainments	220.00	0.00	220.00
581	Sundry Expenditure	01/11/2024	Data protection fee	ICO	35.00	0.00	35.00
582	Cemetery Memorials	01/11/2024	Memorial fee	Beecroft Memorials	329.00	65.80	394.80
583	Member/Staff Training	01/11/2024	Councillor training	YLCA	105.30	0.00	105.30
584	Cemetery - Misc Supplies incl staff uniform	01/11/2024	Cemetery supplies	Rackfords	54.31	10.86	65.17
585	Xmas Festival - Electricity, Misc Supplies	01/11/2024	Lamppost socket replacement	Powercare	1350.00	270.00	1620.00
586	Xmas Festival - Electricity, Misc Supplies	01/11/2024	Lamppost socket replacement	Powercare	5770.00	1154.00	6924.00
587	Card transaction fees	01/11/2024	Card transaction fees	Sum Up	0.53	0.00	0.53
588	Card transaction fees	01/11/2024	Card transaction fees	Sum Up	5.74	0.00	5.74
589	Mobile Phones	01/11/2024	Mobile phone charges	EE	66.00	13.20	79.20
590	Lyric Miscellaneous Supplies/Equipment Repairs	01/11/2024	Spotify	Spotify	9.99	2.00	11.99
591	Lyric Miscellaneous Supplies/Equipment Repairs	01/11/2024	TV licence	TV Licensing	169.50	0.00	169.50
592	Lyric Miscellaneous Supplies/Equipment Repairs	01/11/2024	Microphone stands	Amazon	44.16	8.84	53.00
593	Cemetery - Misc Supplies incl staff uniform	01/11/2024	Safety shoes	Amazon	27.58	5.52	33.10
594	Lyric Miscellaneous Supplies/Equipment Repairs	01/11/2024	Desktop microphone stand	Amazon	15.82	3.17	18.99
595	Vehicle Servicing & Repairs	01/11/2024	Vehicle service	EMAC Ltd	27.20	5.44	32.64
596	Lyric Bar Stock Take	01/11/2024	Bar audit fee	Stockchek	125.00	25.00	150.00
600	Office General Maintenance	04/11/2024	Office telephone	BT	27.11	5.42	32.53
601	Office Heat & Light	04/11/2024	Office electricity	EDF	315.00	63.00	378.00
602	Office Heat & Light	04/11/2024	Office gas supply	EDF	128.57	6.43	135.00
					33076.86	2277.34	35354.20

Receipts

<u>Voucher</u>	<u>Code</u>	<u>Date</u>	<u>Description</u>	<u>Supplier</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
177	General Income (incl. interest, wayleave)	07/10/2024	Bank interest	Co-op Bank	445.78	0.00	445.78
178	Lyric Bar Income	09/10/2024	Bar receipts	Sum Up	123.08	24.62	147.70
179	Lyric Bar Income	09/10/2024	Bar receipts	Bar income	85.58	17.12	102.70
180	Xmas Festival - Contributions and Collections	09/10/2024	Xmas festival stall deposit	Various	120.00	0.00	120.00
181	Bookings Income	09/10/2024	Lyric Hire	Sugar Buzz	170.00	0.00	170.00
182	Cemetery Income	09/10/2024	Burial fee	JS Elliott	200.00	0.00	200.00
183	Bookings Income	09/10/2024	Lyric Hire	Emma Stanger	15.00	0.00	15.00
184	Xmas Festival - Contributions and Collections	09/10/2024	Xmas festival stall deposit	Various	40.00	0.00	40.00
185	Lyric Bar Income	11/10/2024	Bar receipts	Sum Up	207.08	41.42	248.50
186	Lyric Bar Income	11/10/2024	Bar receipts	Bar income	113.33	22.67	136.00
187	Lyric Bar Income	11/10/2024	Bar receipts	Sum Up	200.67	40.13	240.80
188	Lyric Bar Income	11/10/2024	Bar receipts	Bar income	106.25	21.25	127.50
189	Xmas Festival - Contributions and Collections	11/10/2024	Xmas festival stall deposit	A Taylor	20.00	0.00	20.00
190	Lyric Bar Income	14/10/2024	Bar receipts	Sum Up	279.42	55.88	335.30
191	Lyric Bar Income	14/10/2024	Bar receipts	Bar income	138.25	27.65	165.90
192	Lyric Bar Income	14/10/2024	Bar receipts	Sum Up	413.33	82.67	496.00
193	Lyric Bar Income	14/10/2024	Bar receipts	Bar income	167.25	33.45	200.70
194	Xmas Festival - Contributions and Collections	14/10/2024	Xmas festival stall deposit	Various	40.00	0.00	40.00
195	Xmas Festival - Contributions and Collections	14/10/2024	Xmas festival stall deposit	Various	40.00	0.00	40.00
196	Xmas Festival - Contributions and Collections	14/10/2024	Xmas festival stall deposit	Various	20.00	0.00	20.00
197	CIL Income	15/10/2024	CIL income	RMBC	1,186.93	0.00	1,186.93
198	Recovery of Events Expenditure	15/10/2024	Bingo raffle income	Lyric Bingo	30.00	0.00	30.00
199	VAT	16/10/2024	VAT refund	HMRC	0.00	3,653.39	3,653.39
200	Bookings Income	18/10/2024	Tea, coffee etc. for Lyric hire	Heron	-11.92	0.00	-11.92
201	Bookings Income	21/10/2024	Lyric Hire	L Glaves	300.00	0.00	300.00
202	Xmas Festival - Contributions and Collections	21/10/2024	Xmas festival stall deposit	C Kenny	20.00	0.00	20.00
203	Xmas Festival - Contributions and Collections	21/10/2024	Xmas festival stall deposit	H Hardy	20.00	0.00	20.00
204	Bookings Income	21/10/2024	Lyric Hire	Sugarman Heal	270.00	0.00	270.00
205	Xmas Festival - Contributions and Collections	21/10/2024	Xmas festival stall deposit	A Parr	20.00	0.00	20.00
206	Cemetery Income	01/11/2024	Burial fee	Butcher & Son Ltd	4,300.00	0.00	4,300.00
207	Lyric Bar Income	01/11/2024	Bar receipts	Sum Up	26.25	5.25	31.50
208	Lyric Bar Income	01/11/2024	Bar receipts	Bar income	63.00	12.60	75.60
209	Lyric Bar Income	01/11/2024	Bar receipts	Sum Up	148.50	29.70	178.20
210	Lyric Bar Income	01/11/2024	Bar receipts	Bar income	161.75	32.35	194.10
211	Lyric Bar Income	01/11/2024	Bar receipts	Sum Up	133.00	26.60	159.60
212	Lyric Bar Income	01/11/2024	Bar receipts	Bar income	118.00	23.60	141.60
213	Xmas Festival - Contributions and Collections	01/11/2024	Xmas festival stall deposit	A Parr	0.00	0.00	0.00
214	Xmas Festival - Contributions and Collections	01/11/2024	Xmas festival stall deposit	R Bell	20.00	0.00	20.00
215	Xmas Festival - Contributions and Collections	01/11/2024	Xmas festival stall deposit	P Blackwood	20.00	0.00	20.00
216	Rugby Club Rent Income	01/11/2024	Ground rent	Dinnington Rugby Club	250.00	0.00	250.00
217	Lyric Bar Income	04/11/2024	Bar receipts	Bar income	186.92	37.38	224.30
					10,207.45	4,187.73	14,395.18

TOTAL NET EXPENDURE(+) OR INCOME(-)

22,869.41 -1,910.39 20,959.02

- (B) To approve a bank reconciliation
Cllrs Smith & W Hall proposed the bank reconciliation be approved
Vote: 11 for, 3 abstained
- (C) To receive the Q2 budget report
Cllrs Lowe & J Hall proposed the budget be approved.
Vote 11 for, 3 abstained
- (D) To approve the council's financial risk assessment - Approved
Cllr J Hall suggested consideration for taking card payments for The Lyric in addition to BACS and Cash payments.
- (E) To note the staff national pay award for 24-25
The Clerk explained that revised pay scales had now come into effect and have been backdated to 01/04/2024. This had been paid in the November wage to staff.

145/24 To approve the minutes of the meetings of the Council held on:

- (A) 14th October 2024
Cllrs Smith and W Hall proposed the minutes be approved.
Vote: 10 for, 4 abstained.

146/24 To consider any matters raised in the Public Session - Nil

147/24 To consider/approve the following planning applications:

Planning Reference	Details	Consultation End Date
RB2024/1479	Formation of vehicle access 19 Oldcotes Road Dinnington	18/11/24

Members had no planning-based objections for the application.

148/24 Ward Member Update

Cllr J Hall, Ward Member, advised that she has attended multiple successful local events recently including the Halloween Party, Bonfire, Jake Richards event and the Remembrance Parade.

The issues around the footpath on Lodge Lane had been raised by Cllr J Hall and Sophie Dack and they would continue to push the developer Barratt Homes and RMBC about the completion of the planned footpath extension.

Cllr J Hall had spoken with Robyn at the Air Cadets who confirmed that they should be able to return to using their premises again soon. The Air Cadets were keen to work with the Council wherever possible going forward.

Kim Hockey was thanked by Cllr J Hall and other councillors, staff and members of the public for her recent efforts in litter picking – 22 bags filled in 5 days.

149/24 Booking Concessions and Donations: Nil

150/24 For Members consideration and decisions:

- (A) To approve updated Standing Orders
Cllr Smith queried Standing order number 25. The re-wording of this was agreed.
Cllrs Smith and Scott proposed the Standing Orders be approved
Vote: Unanimous

- (B) To agree meeting dates for 2025
Cllrs J Hall & Clarke proposed the dates be agreed. Vote: Unanimous
- (C) To consider a request for use of the car park for a fair 6-11 May 25 (Cllr Scott)
Cllr Scott requested that the Council's car park be used again for a summer fair
Cllr Booth put forward that at last years event there were numerous reports of anti-social behaviour surrounding the fair. He suggested that porta loos would be needed and also the possibility of stewards to keep order during the event.
A member of the public raised concerns about the loss of so many car parking spaces, including disabled places.
Cllr J Hall suggested that a bond be taken in advance to cover the cost of any damage or required clean up after the event.
A member of the public queried what the benefits were to the High Street? and what did holding the fair achieve?
Cllr Cruickshank said he was unaware of any reported problems and pointed out that Dinnington is more than just Laughton Road and that this is an event for the whole of Dinnington for the wider community to enjoy.
Cllr Scriven said he'd been asked to mention that Limelands Florists lost a reported £1000.00 last year and in part blamed the lack of parking for this.
It was discussed about the possibility of using land at the Ruby Club but apparently this was not allowed.
Cllr J Hall reminded Members that the Summer Carnival was to be held the following month at the Rugby Club and that Members should work together on one event.

Cllr Ruff (Chair) accepted that there were some concerns from the public and Councillors about holding the event again, so he requested that Cllr Scott bring a report to the next Council meeting to support the benefit of having the fair on the car park. The report should include how much the Council charged for hire of the car park?

Decision: Cllr Scott to bring a report to the next meeting to answer the concerns raised and outline the benefits of having the fair on the car park.

- (D) To consider and agree a response to RMBC's Our Places consultation
Deadline for response is Sun 17th November so a meeting of the Community Working Group arranged to discuss this on Thurs 14th Nov 4pm in the Council Offices.
- (E) To consider a review of the Terms of Reference for the Staffing and Complaints Committee (Cllr Smith)
Cllr Smith said that all Councillors of the Staffing and Complaints Committee should take part in the shortlisting process for recruitment. To be discussed at the next meeting
- (F) To consider a response to the South Yorkshire Bus Franchise consultation and nominate a representative to attend an online meeting
Cllr Smith advised that he is the current representative but feels that Cllr Hart would be more suited to taking over this subject due to her interest and previous involvement.
Cllr Hart confirmed she is happy to take part in the online meeting and will report back.
- (G) To nominate a representative to attend the next 'Where we Live' meeting
It was agreed that Cllr Smith would take part in this and report back.
- (H) To review Neighbourhood Plan Committee membership
It was discussed that the work load for this committee will increase over the coming months. All Councillors are invited to get involved.
Cllrs Scriven and Booth requested that they withdraw from the Committee - Agreed
Cllrs Clarke and Hart requested to be on the Committee
Cllrs Smith and Booth proposed that Cllrs Hart and Clarke join the committee
Vote: Unanimous.

151/24 Park Avenue Cemetery/Lyric Theatre/Allotments/Land:

- (A) Sale of land next to the snooker club – update
The Clerk confirmed that the sale had completed

- (B) To discuss Lyric improvements
To be discussed when the report had been received from Lyric Manager

152/24 Dinnington Town Council Grants: Nil

153/24 General Matters:

Cllr Ruff (Chair) thanked Al Evans (Clerk) for his 10½ years service to the Council and wished him well for the future. Members agreed and applauded.

- (A) Dinnington Regeneration update – previously discussed
- (B) Neighbourhood Plan Committee update – previously agreed
- (C) Emergency Response Committee update – No recent meeting has been held but it was suggested that Cllr Hart be briefed.
- (D) Staffing and Complaints Committee update – no current update
- (E) Community Club update – It has been a busy month with a Halloween party, Bonfire and Fireworks event, the remembrance parade and the last Community Club event. Plans are well underway for December's Community Club event on 4th December and the Christmas Festival on Sat 7th December.

Lynne (Asst Clerk) asked for help from Councillors not currently involved in the Community Working Group (CWG) to help on the day of the Christmas Festival. Lynne would send an email to all Councillors outlining the roles for which help was needed. Additional help to distribute the Christmas Festival flyers to local schools would be appreciated.

Cllr Hart asked if permissions are in place for the fireworks. Lynne confirmed that everything is in the process of being finalised.

The Chair thanked the Community Working Group for their hard work.

- (F) Working Group updates – The Council would soon be changing over to 'gov.uk' email addresses and once in place everyone needed to use them to receive communications from the Council
A meeting is scheduled to look over the new website.
- (G) To discuss the 'running list' of outstanding items
'Martyn's Law' – no real update but it was still moving through parliament and could be law by spring.
Dinnington Play Areas - RMBC have confirmed that the 2 play areas should be protected for the people of Dinnington so have been added to the Community Assets list.
- (H) To discuss/agree a staff Xmas bonus – Taken to Private Session

PRIVATE SESSION (NOT FOR PUBLIC INFORMATION)

The Chair firstly advised members of two issues they needed to be aware of:

1. The council's online account with the card machine provider, Sum Up, had been hacked and c.£1k had been withdrawn that should have been paid to the council. The Clerk spotted the fraud during a weekly bank reconciliation and immediately raised it with Sum Up, who are processing it through their fraud department. At this stage this has not been reported to the police as we expect a full refund but reserve the right to do so should Sum Up not proceed satisfactorily.
2. An issue had recently been raised concerning the grave of an unborn foetus. The Chair, Clerk and Cemetery Supervisor were to meet with the grave owner to discuss concerns and reach a satisfactory resolution.

153/24

- (H) To discuss/agree a staff Xmas bonus – it was agreed to maintain the Staff Xmas bonus at £120 net for eligible staff.

Date and time of next meeting:

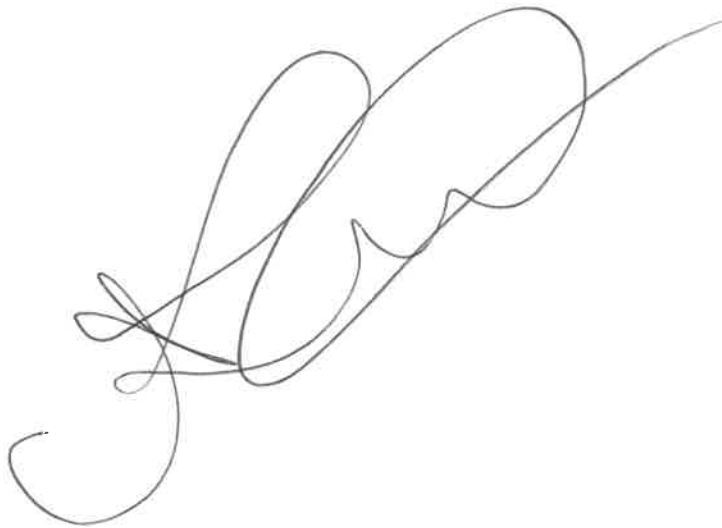
- (A) 9th December 2024 at 7pm in The Lyric, Laughton Road

N Ruff

Chair

Dinnington St John's Town Council

Date: 10/02/2025

A large, stylized handwritten signature in black ink, likely belonging to N Ruff, the Chair of the Dinnington St John's Town Council. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

