

Dinnington St John's Town Council

Minutes of the Town Council Meeting on Monday 8th December 2025 at 7.00pm in The Lyric, Dinnington

Present: Cllr N Ruff (Chair), Cllr D Adams, Cllr D Booth, Cllr L Clarke, Cllr W Hall (Vice Chair), Cllr J Hart, Cllr Z Lowe, Cllr T Mulholland, Cllr S Scott, Cllr D Scriven, Cllr D Smith, Cllr F Walden.

Apologies: Cllr D Adams, Cllr G Cruickshanks, Cllr J Hall, Cllr K Smallwood

In attendance: L Warne (Assistant Clerk) C Radford (Town Council Administrator), 7 members of public.

154/25 Public Questions

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;

None

FORMAL MEETING

155/25 Apologies for Absence

Members are asked to receive and consider any reasons for absence

Resolved: That the Council received and accepted reasons for absence from Cllr D Adams, Cllr G Cruickshanks, Cllr J Hall and Cllr K Smallwood.

156/25 Declarations of Interest

Members are asked to receive and record any declarations of interest and if necessary, to receive written requests for dispensations for disclosable pecuniary interests and grant any requests for dispensation as appropriate

No declarations of interest were raised.

157/25 Council in Private Session

Members are asked to identify any agenda items which may be considered following the exclusion of the press and public, due to the confidential nature to be discussed. Under Public Bodies (Admission to Meetings) Act 1960, S1 (2))

It was proposed and seconded that agenda items 167/25 and 168/25 were identified on the agenda for private session.

Cllr D Smith proposed that an amendment be made that neither item be placed into private session. The amendment was seconded. The amendment fell.

Resolved: Councillors resolved that members of the press and public be excluded from the meeting under the Public Bodies (Admissions to Meetings) Act 1960, due to the nature of the business to be transacted to the item numbers listed: **167/25 – Individuals**

168/25 - Individuals

158/25 Chair's Report

The Chair recommended fellow Councillors and members of the public to read the various committee meeting minutes in order to see all of the interesting and important work that the Council are carrying out behind the scenes.

The Neighbourhood Plan Committee have recently met with representatives from RMBC regarding the empty homes within Dinnington that the committee are committed to bringing back into use. This project is being led by Cllr T Mulholland and Cllr D Smith and the Chair took this opportunity to thank them for their work on this.

Subject to ratification later at this meeting, a new Clerk is to be appointed by Dinnington St John's Town Council – further information regarding this appointment will follow.

159/25 Members are asked to receive and approve the minutes of the meetings of:

- Neighbourhood Plan Committee on Thursday 6th November 2025
Copy attached Appendix A
- Full Council held on Monday 10th November 2025
Copy attached Appendix B
- Neighbourhood Plan Committee on Thursday 20th November 2025
Copy attached Appendix C
- Lyric Committee on Monday 24th November 2025
Copy attached Appendix D
- Community Committee on Monday 24th November 2025
Copy attached Appendix E

Councillors discussed this agenda item and felt it not appropriate that as a full council they can approve minutes for committee meetings as they are not all a part of each committee.

The committee minutes are to be approved by those committees and just received and noted by full council.

Resolved: Councillors resolved to receive and note the minutes of:

- Neighbourhood Plan Committee on Thursday 6th November 2025
- Neighbourhood Plan Committee on Thursday 20th November 2025
- Lyric Committee on Monday 24th November 2025
- Community Committee on Monday 24th November 2025

On discussing the minutes of the Full Council meeting held on 10th November 2025 a Councillor asked if Mr Battye from RMBC had engaged with market traders regarding the proposed site change. The Asst Clerk confirmed that she would follow up on this.

Resolved: Councillors resolved to approve the minutes of the Full Council meeting held on 10th November as true record and to be signed by the Chairman and kept on file.

160/25 Monthly Accounts Schedule and relevant finance information:

i) Members are asked to note and consider the following:

- Income and Expenditure Report
Copy attached Appendix F – to follow
- Bank Reconciliation
Copy attached Appendix G – to follow
- Bank Statements showing funds available to the Town Council
Copy attached Appendix H – to follow

The Chair read out a statement prepared by the Locum Clerk, Anne Wilson. The statement addressed that when starting at Dinnington St John's Town Council invoices had been paid but not input onto the system since August and the bank had not been reconciled since the end of July.

Invoices have continued to be paid but due to other working and family commitments, the Locum Clerk is only able to work on average 15 hours per week for Dinnington. As Dinnington is a busy council, and the administration itself has taken up more than 15 hours most weeks the accounts have not been updated.

Within the last week the Locum Clerk has now brought the income and expenditure up to date. As far as possible the accounts are now up to date, with the exception of a few income payments. Income and expenditure reports have today been presented to Councillors. The Locum Clerk thanked Cheryl, Town Council Administrator for her help with processing the expenditure payments.

Members are asked to consider the suggestion that the reconciliations of the accounts are outsourced to Brearley Accountants in Dinnington to ensure that the accounts are totally complete before the budget setting process, noting the limited hours that the Locum Clerk can work.

Following the reading of this statement The Chair recommended that as the financial reports had only just been distributed at this meeting, that members take them away for reading and that if there are any queries that members raise these with the Locum Clerk or Chair directly.

The Chair confirmed that he is unaware of any anomalies within the accounts and that the payroll has recently been outsourced to Brearley Accountants so it makes sense for them to also process the bank reconciliations so there is confidence for the council when discussing the budget in January.

At this point, a member of the public asked why all financial records have been removed from the council website during the last week. Both the Chair and Asst Clerk confirmed that they are unaware of this action and would look into further.

Cllr Hart offered her assistance to the Locum Clerk with the preparation of the accounts if required.

Concern's were voiced that at this point Councillors should now be discussing the precept. members are nowhere near ready to do this with the limited information provided and the concern being that RMBC will step in and set the precept amount on DSJTC's behalf so needs sorting as a matter of urgency.

The Chair was asked what the cost implications for the council will be for Brearley's to process the bank reconciliations and members were advised that whilst there will be a cost to the council it will not be high.

Resolved: Councillors resolved that Brearley & Co Accountants complete the required work in order to carry out a bank reconciliation.

ii) Grant Application

Members are asked to consider the attached Grant Application from Dinnington Rugby Club and agree a way forward.

Copy attached Appendix I

Councillors discussed the grant application received from Dinnington Rugby Club but found it to be lacking in detail or the required supporting documentation (evidence of breakdown of costs, 3 months bank statements). Clarification is also needed from the Rugby Club how the two proposed containers will benefit members of the public or the events of the Bonfire and Summer Carnival as members do not feel that this is made clear within the current grant application.

Due to the current situation regarding the council's finances Councillors are also unaware what amount is still available in the grant budget so will need clarity on this before considering any grant request.

Resolved: Councillors resolved to defer a decision regarding the grant application until the required clarification and supporting evidence and documentation is received from the Rugby Club.

161/25 Planning:

- i) Members are asked to consider relevant planning applications as published on RMBC's weekly lists along with any associated submissions received and any reports on previous planning applications/issues;**

Chairman Signature:

Planning Reference	Details	Date Valid
RB2025/1520	Dinnington Comprehensive School Doe Quarry Lane Dinnington Demolition of pebble dash lean to extension and replacement of external cladding to Athorpe Building	

- ii) **Councillors noted the following:**
Applications Agreed
There are no applications granted.
- iii) **Any other planning matter**
- This item is just for information, not comment:
1 Clock Court Dinnington

Discharge of conditions 6 & 7 imposed by RB2023/1710

162/25 Ward Member Update

The Ward Member Update was read out by Cllr N Ruff on behalf of the Ward Borough Cllr A Clarke during Cllr Hall's absence from RMBC. RMBC are providing two drop in sessions regarding the High Street regeneration on Mon 15/12/25 4pm – 7pm & Tues 16/12/25 10am – 1pm at the former Limelands Florist building. Cllr A Clarke has requested that the newly formed Street Safe Team also attend at least one session.

A public consultation event is being held at Dinnington's Resource Centre on Tues 16/12/25 3pm – 7pm regarding the proposed housing development on Oldcoates Road.

Cllr A Clarke has recently attended meetings regarding the Common Farm Solar Park and will continue her involvement.

Work is on-going at Leicester Road and the removal of large amounts of rubbish. In total 15 notices have been served by Council Officers and a community skip was funded with another due in January 2026.

The on going fly tipping of nitrous oxide cannisters across Dinnington and the parishes continues to be a priority and a great concern. Work continues cross party to resolve this and hot spot areas are patrolled.

Cllr A Clarke attended the festival of remembrance, remembrance Sunday and the anniversary of the miners memorial where she paid her respects to Paul Scholey.

Feedback is being received on poor response from the Rothercare service so she is following that up and would welcome any further comments at Amanda.clarke@rotherham.gov.uk

Finally, Cllr Clarke gave thanks to all involved at the successful Dinnington Together and Christmas Festival events and fairs and wished everyone a peaceful Christmas and a healthy 2026.

163/25 Parish Matters

Members are asked to consider and make decisions on the following:

i) **Matters relating to the Town Council**

Lack of microphones at meetings in the Lyric

Complaints have been received about the lack of microphones available for use at the Council and Committee meetings in the Lyric.

Cllr. Scriven said that he wanted to be told and understand why the microphones have not been available at recent meetings. The Asst Clerk confirmed that the microphones are connected to the new sound system and that the staff were waiting on training which has now been completed.

Councillors understand that it is unacceptable that members of the public could not hear the discussions at recent meetings and requested that going forward, should there be any issues regarding the sound equipment that the Clerk is notified by staff immediately and that this information is then relayed to councillors. The Chair confirmed he will discuss this with the Locum Clerk and ensure a process is put in place.

Resolved: Councillors resolved that the Chair is to discuss this with matter the Locum Clerk and ensure that there a proper process is in place should the unavailability of microphones arise again.

ii) **Members are asked to consider and make decisions on the following:**

- (A) **To note the update of the sound and lighting in The Lyric and to consider the disposal of old equipment – it has been suggested that more money could be got for the sale of the equipment than has been offered. Members are asked to allow the locum Town Clerk and the Lyric Manager to obtain the nest price for the old equipment.**

Resolved: Councillors resolved that the Locum Clerk and the Lyric Manager can sell the old equipment for the best price they can get.

- (B) **For information: On the 6th November 2025 RMBC let Dinnington Town Council know the following:**

The Rotherham Metropolitan Borough (Dinnington Market Place) Compulsory Purchase Order 2025 ("the Order") Plot(s):20, T2: 17 – confirmed on 22nd September 2025 by the Secretary of State

Re Passage between 32a Laughton Road, Dinnington, Sheffield, S25 2PS and Dinnington Indoor Market, 34 Laughton Road, Dinnington, Sheffield, S25 2PS; Restrictive Covenants over land associated with Band Hall to the south west of Dinnington Market, Constable Lane, Dinnington, Sheffield (Transfer dated 10th November 2017).

Councillors noted the above information, no vote.

- (C) **Land from Ford Corner Roundabout to Throapham**

This piece of land has caused difficulties in the past and is now causing difficulties with traffic, a large pick-up which park at the side of the road, often driving onto oncoming traffic, has nearly caused a major accident. Many people have expressed concern and is being fenced off again to an expanding area. This is apparently common land which cannot be fenced off.

Members are asked to discuss this matter and agree a way forward.

Councillors discussed previous issues with this particular area of land and that it was a long process to resolve some years ago. However, they agree that this is a dangerous situation for residents and there is a duty of care and also because live animals are also being kept on this land too without any permission.

Resolved: Councillors resolved unanimously that the Council will report these issues and safety concerns to South Yorkshire Police, RSPCA and RMBC.

164/25

General Matters

- (A) **RMBC Dinnington Regeneration update**

The Chair encouraged Councillors and members of the public to attend the upcoming drop in sessions previously mentioned.

- (B) **Neighbourhood Plan Committee update**

Cllr Ruff confirmed that the committee is currently working on 5/6 projects. The sale of East Street is still on going but there has been a delay with the buyers legal team which should hopefully be resolved soon.

(C) Emergency Response Committee update

No meetings, no update.

(D) Staffing and Complaints Committee update

No update as this will be discussed in private session.

(E) Lyric Committee update

Cllr W Hall updated Councillors that new tills are being purchased for the Lyric. The Locum Clerk is going to speak with a decorator for recommendations on colour schemes for the Lyric and the entrance way. A question was raised on what is happening regarding the oven and it was confirmed that this is still in the process of being sorted by the committee. Councillors reminded the committee that the oven is required by venue hirers so will need to be sorted as a priority.

(F) Community Committee update

Cllr L Clarke updated councillors that the Christmas Festival had been very well attended and a successful event. Cllr Clarke thanked staff, volunteers and fellow Councillors for their contribution to the event.

(G) Working Group updates

No update

(H) Community Working update

The Assistant Clerk updated councillors that she has had a further meeting with a representative from Dinnington Primary School and are discussing a possible visit by members of the school council to visit Dinnington Council offices and the Lyric to look around and get a feel for how the council runs, including speaking with Councillors. The school are also interested in designing a new Santa sleigh as part of their Design & Technology Project and the Asst Clerk will be helping the school to get sponsorship for the sleigh from local businesses. If the sleigh is built it could be used at the Christmas Festival to encourage children from the school to work with the Council. These children could even be future Councillors.

Cllr D Smith declared an interest in this agenda item due to his position as a Governor at Dinnington Primary School.

Cllr L Clarke, Cllr J Hart, Cllr D Smith and Cllr T Mulholland have agreed to engage with children at the visit.

Resolved: Councillors resolved that the Asst Clerk has permission to arrange a visit to the council offices for the school council at Dinnington Primary School,

The Asst Clerk confirmed that now the Remembrance Parade road closure and Christmas Festival organising has taken place she will resume her work on applying for available grants for council projects and continuing with community engagement.

165/25 Selective Licensing in Rotherham

Members are asked to note the attached document with regard to Landlord Licensing in Rotherham.

Copy attached Appendix J

Councillors discussed how effective the scheme actually is and that the boundaries for the area have been changed and do not include Leicester Road. Cllr Ruff confirmed that Leicester Road is regularly discussed within the regular Neighbourhood Plan Committee meetings and DSJTC will continue their efforts to approve that area for residents.

166/25 To note the date and time of the next Town Council meeting

Monday 12th January 2026 at 7.00pm

Members of the public were then thanked for the attendance, wished a Merry Christmas and asked to leave the meeting by the Chair at this point to enable private session.

COUNCIL IN PRIVATE SESSION

167/25 To Appointment of Town Clerk

Members are asked to receive an update from the Chairman on the recruitment and selection process for a new Town Clerk and to ratify the recommendation of the appointment panel.

Councillors were updated that following the selection and interview process, a suitable candidate was recommended by the appointment panel as new Town Clerk and can commence her role in January 2026.

Resolved: Councillors resolved to appoint Amy Wright as Town Clerk commencing January 2026.

In order to assist the new Town Clerk with her new role and for a smooth cross over and also to help with a review of staffing procedures and policies, Councillors were asked to consider an extension of employment for the current Locum Clerk, Anne Wilson.

An Extraordinary meeting is to be held for the Locum Clerk to speak with Councillors directly regarding the review of staffing procedures and policies.

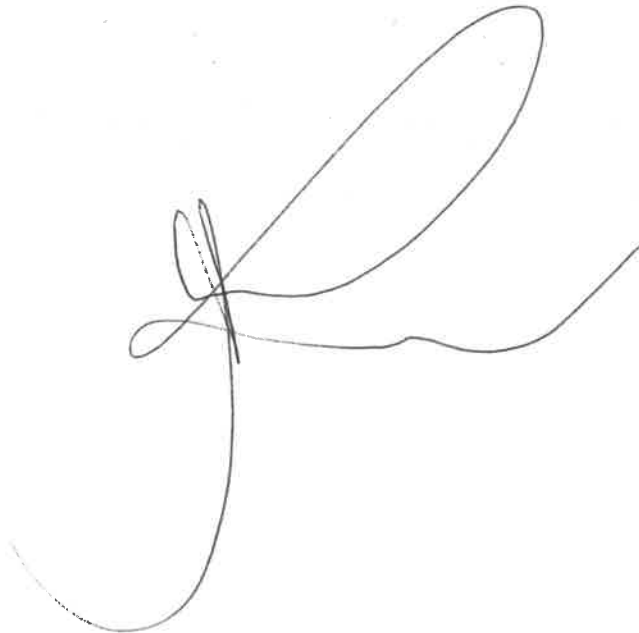
Resolved: Councillors resolved to keep Anne Wilson, Locum Clerk in position on a part time basis of 15 hours per week until 31/03/2026.

168/25 Bringing the office of Councillor into disrepute

A Councillor would like to raise a matter of concern with the Council.

Councillors debated a recent incident between Councillors.

Meeting closed at 20.28 hours

A large, stylized handwritten signature in black ink, consisting of several loops and a long horizontal stroke.

