**MINUTES OF THE MEETING OF BAWTRY TOWN COUNCIL HELD IN THE NEW HALL ON TUESDAY 9th JULY 2019 at 7.00PM**

**Present:** Cllrs: A. Claypole, D, Kirkham, D. Kirby, G Scott, P. Holland, J. Linsley,

A Cropley. G Budgen, D Cartwright, I Greer. S, Young

Mrs. A Harrison – Clerk to the Council

**In Attendance**: 2 members of the public

**19/20/051** Receive Apologies and Approve Reasons for Absence

 Claire Lukey (work commitment) & Paul Muxlow (other commitment)

**Resolved:** That the reasons for absence be approved.

**19/20/052** Receive Declarations of Interest (other than standing interests)

A Claypole- Item 15a Planning 19/01504/FUL 27 Westwood Road

– Personal Interest as a neighbour.

**19/20/053** Agree Confidential Items -None

**19/20/054** Approval of the Minutes of the Town Council Meeting- 11th June 2019

 **Resolved:** That the minutes of the 11th June 2019 be approved.

**19/20/055** Matters Arising from the Minutes

19/20/035 Ward Report - Noted that the trees had now been crown pruned at the library site.

19/20/044 Neighbourhood Plan – Noted that further discussion with the Examiner had still resulted in some policies being removed. The planning consultant had now amended the plan accordingly. Discussions with DMBC were underway with a referendum envisaged for September.

(Noted approach to the Reverend regarding the cemetery was no longer required.)

**19/20/056** 15 Minute Public Discussion Period

 BARS representative noted maintenance at Wharf Street to be completed in the near future. Problems with the electrics were still ongoing.

 Late filing of BARS accounts and current arrangements regarding payments taken over the bar was raised by a resident.

 The BARS representative advised that the accounts required independent examination with papers now at the accountants who were also advising on the method of financial transactions. Recommendations would be passed to the operational group in due course.

**19/20/057** Financial Matters

 a) Approve Monthly Accounts

**Resolved:** That the monthly accounts be approved.

Clerk noted recent increase in electricity costs at Market Hill with meter readings now being regularly supplied and monitored.

b) Approve Bank Reconciliations – 31st May 2019

 **Resolved:** That the bank reconciliations be approved.

c) Budget monitoring – 31st May 2019

 **Resolved** That the budget monitoring schedule be approved.

**19/20/058** Market Hill

a) Consider Respect Drivers Pageant Grant Application

 **Resolved**: That the grant be approved subject to provision of invoices which would be paid direct by the Council.

Noted that the organisation was not a registered charity but it did appear to donate some of funds raised for charitable purposes. The organisation had agreed previously that a full breakdown would be provided to the Council after the event.

**19/20/059** Recreation lssues

a) BARS- Note structure re; strategic committee and consider governance and arrangements for future financial assistance

Noted that BARS was not using a strategic committee therefore representatives were not required from the Town Council as appointed at the annual meeting.

* Noted concerns regarding the method of bar payments.
* Noted outstanding maintenance at Wharf Street
* Note the lack of filing of accounts.

**Resolved:** That the Clerk to write to BARS to ask for a formal response to the issues noted above and be advised that BTC’s consideration of financial assistance in the future would be dependent on a satisfaction resolution of these issues.

Tree works noted in the recent tree survey were also noted and possible liabilities

b) Cemetery- Approve removal of weeds from graves - entrance at Doncaster Road.

**Resolved:** That the existing landscapes contractor – Gillies be invited to attend a site visit with Cllrs Cartwright and Scott to provide a quote for the required works.

c) Consider purchase of further notice boards/planters

 **Resolved:** That two notice boards (A4 x 8) be approved from Greenbarnes with a total cost of up to £2500.00 exc VAT

 **Resolved:** That four planters be purchased from Broxap at £550 per planter excluding delivery for Market Hill with the existing planters to be relocated at suitable locations.

**19/20/060** New Hall- Update and consider relief cover

The Clerk updated members on housekeeping matters including progress regarding toilet sensors, wall heaters, call point keys etc. Further investigation of water heater costs would be made.

 Staff holidays – members agreed to cover caretaker duties including opening/closing of the hall and setting up of tables and chairs when required.

 The Clerk to source a relief cleaner for staff absence but would cover the bookings clerk role when required.

 The Clerk reported that legal advice had been received confirming there was no issue with the manner in which the hall was administered in legal terms as property owners

**19/20/061** Ward Member/DMBC Report- inc Highways issues

Cllr Blake had provided her apologies but a report had been circulated to members prior to the meeting**.**

 a) Consider response to overgrown hedges- east side of Doncaster Road

 Cllr Claypole to liaise further with the Ward Councillor.

 Recent speed survey results also noted and concerns expressed.

 Some progress with the Sainsburys entrance was welcomed.

**19/20/062** Town Centre Working Group

a) Approve Fruit & Veg Stall details as recommended in group report

**Resolved** That the terms be agreed with forms noting the terms to be circulated to interested parties which would be considered by the working group in due course. The group would then make recommendations to the full council
b) Approve new Market Hill layout plan

**Resolved:** That the layout plan be approved.

Thanks was given to the working group for the work undertaken regarding the recent Heritage Bid which was shortly to be submitted. No financial commitment was being made on behalf the BTC as a result of the bid, with any potential financial commitments to be considered by the full council should the bid be successful.

**19/20/063** War Memorial Working Group – Update

A start date was still awaited from the contractor. (Chairman to follow up)**.**

 **Resolved** That a war memorial plaque for a bench be approvedas requested by former Cllr West.

**19/20/064** Events Working Group- Update

 A report had been circulated to members with a number of matters being progressed. A May event was also being considered for VE day in 2020.

 Members briefly considered the possibility of other summer events.

**19/20/066** Planning Issues.

a) Planning Applications

**19/01504/FUL** 27 Westwood Road

Erection of Garage following demolition of two existing garages

**Resolved:** That concerns be expressed whether the proposal was an overdevelopment of the site which would dominate the existing property and be out of keeping with its immediate surroundings;

b) Planning Determinations.

**19/20/067** Report on Meetings & Representatives

a) Approve Council representatives- Health & Wellbeing Group

**Resolved** That Cllrs Greer and Kirby be appointed to the group.

b) Consider on-going authority to the Mayor to attend as an official representative of Bawtry Town Council

That a scheme of delegation be drafted by the Clerk and considered by members at the September meeting.

Cllr Greer reported on the recent Illuminate meeting attended. It was agreed that a representative would be invited to the September Council meeting.

**19/20/068** To Receive Any Additional Correspondence- none

 Noted recent request for a regular class on a Saturday which would be considered further by the asset management committee with the Clerk to ascertain further details in the interim.

**19/20/069** Items for Future Agenda and Next Meeting - 10th September

* Illuminate representative attendance
* BRA Christmas funding request & flag post renovation
* Approval of criteria for Senior Christmas Event

There being no further business the meeting ended at 9.10pm.

**Chair: ……………………………………………. Dated…………………………………………**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| **June** |  |  |  |
| J M Tomlinson Ltd | Garage rent Jan- June | 1603 | 630.00 |
| Plusnet | Broadband | DD | 91.80 |
| Came & Company | Annual Insurance 2019-20 | 1604 | 2252.58 |
| HSBC | Bank Fees  | DD | 26.90 |
| Various  | Salaries- June  | 1605/9 | 4325.79 |
| HMRC | Tax & NICs – June  | 1610 | 947.71 |
|  |  |  |  |
| **July** |  |  |  |
| The Pension People | Pension contributions -June | DD | 225.66 |
| EDF | Mkt Hill electricity | DD | 20.00 |
| EDF | Mkt Hill electricity- catch up  | DD | 247.12 |
| EE | Mobile phones inc hall (monthly) | DD | 46.21 |
| DMBC | Market Hill rates (monthly) | DD | 775.00 |
| Today Publications Ltd | Newsletter - Bawtry Today | DD | 114.00 |
| HSBC | Bank charges | DD | 17.03 |
| DM Electrical | Electrical Installation Condition Report | 1611 | 340.00 |
| County Supplies  | Stationery/ink  | 1612/3 | 104.42 |
| J Hargreaves | Sign removal- cemetery  | 1614 | 30.00 |
| MKS Groundcare Ltd | Grass cutting contract  | 1615 | 1279.20 |
| Anna Richards | Website/email amendments | 1616 | 30.00 |
| Dunelm (A Harrison) | New Hall – reimburse kettles/fire keys | 1617 | 44.34 |
| Marshalls Garage | Handymen petrol | 1618 | 13.40 |
| Various | Salaries July | 1619/23 | 4123.51 |
| HMRC | Tax & NICs – July | 1624 | 811.60 |
| Torne Valley | Handyman - oil | 1625 | 10.00 |
| Nolan Management | Mkt hill - quarterly inspection | 1626 | 90.00 |
|  |  |  |  |
| **August** |  |  |  |
| Information Commissioner | Annual Data Registration fee | DD | 35.00 |