**,MINUTES OF THE ANNUAL MEETING OF BAWTRY TOWN COUNCIL HELD AT THE NEW HALL, STATION ROAD BAWTRY ON MONDAY 9th  MAY 2022 at 7.15PM**

**Present:** Cllrs: A. Claypole, G Scott, D. Cartwright, D. Kirkham, I Greer, J. Linsley, S Young. J. Brindley, A. Cropley, D.Kirby

Mrs. A Harrison – Clerk to the Council

**In Attendance:** Ward Councillor R Blake.

**22/23/001** Appoint a Town Mayor for the ensuing year including Declaration of Acceptance of Office.

**Resolved:** That Cllr Alan Claypole be appointed Town Mayor for the year.

Cllr Claypolesigned the Declaration of Acceptance of Office.

**22/23/002** Receive Apologies and Approve Reasons for Absence

 Apologies and reasons provided by Cllrs P. Holland & T Reddick.

(Recent resignation of E Austin also reported).

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

**22/23/003** To Appoint a Deputy Town Mayor for the ensuing year.

 **Resolved:** That Cllr Doug Cartwright be appointed Deputy Mayor for the year

**22/23/004** Receive Declarations of Interest (other than standing interests)

Item 19 Staffing Matter (Community Connector) Cllr Greer non-pecuniary as a member of the Health & Wellbeing Group.

**22/23/005** Agree Confidential Items - Item 19 Staffing matters.

Item 18 Event Group Jubilee Update – (To discuss commercially sensitive costs)

 Item 15 Agreed to be taken in public session as specifics re: costs did not need to be raised.

**22/23/****006** Approval of the Minutes of the Town Council Meeting 11th April 2022

 **Resolved:** That the minutes of the meeting of 11th April 2022 be approved subject to amendment to the afternoon teas

**22/23/007** Matters Arising from the Minutes

 21/22/226 Matters arising. Tree officer contacted to discuss tree roots on Market Hill, response awaited.

21/22/235 Town Centre Working Group – Report to be deferred until the June meeting

21/22/240 South Locality Plan – EGM still to be arranged.

21/22/241 Additional Correspondence- Clerk to attend electric vehicle charging training course on 12th May.

**22/23/008** 15 Minute Public Discussion Period

 Problems with youths at the New Hall reported by a neighbour over the last few weeks. Young people congregating at the rear of the hall and exhibiting anti-social behaviour including accessing the roof. Clllr Claypole advised he had already taken the matter up with DMBC and the Police.

 The Ward Councillor also provided procedures regarding contact with the Police and Neighbourhood officers. New Hall security to be added to the next agenda.

**22/23/009** Financial Matters

1. Approve Monthly Accounts

That the monthly accounts be received to May.

b) Bank Reconciliations – 31st March 2022 (Year-end)

That the bank reconciliations be received.

c) Budget Monitoring –31st March 2022 (Year-end)

That the budget monitoring schedule be received.

**22/23/010**  Consider Council Representatives to Outside Bodies

Robin Hood Noise Monitoring Sub Committee - Cllr A. Cropley

 SYPTE User Group - D Kirby

 Parish Councils Joint Consultative Committee - T Reddick, S Young.

 Town/Council Climate Action Network- I Greer

YLCA - South Yorkshire Branch - Cllr A Claypole

DMBC - Rights of Way Forum - P Holland.

MSF User Group/BARS Strategic Management Committee - Cllr G. Scott.

BRA - Cllr D. Cartwright.

South Yorkshire Police Liaison - Cllr P. Holland

Illuminate - Cllr I Greer if required.

Arts Festival - Cllr A. Claypole

**22/23/011** Other Groups

Town Council Newsletter - Clerk

Council Audit - A Claypole

Town Strategy Working Group - Cllrs Claypole, Cartwright, Kirkham, Young. Linsley (plus third-party representatives)

Events Working Group - Cllrs A. Claypole, S. Young. J Brindley.

Health & Wellbeing Group - Cllrs Greer and Kirby

Town Board – Cllr A. Claypole.

**22/23/012** Market Hill

Noted VAT registration number still awaited from HMRC. Net funds now received from January to March. Still some issues with the merchant banking set-up.

**22/23/013** Recreation lssues- MSG Waterway

Network Rail still not re-attended site to clear the culvert.

**22/23/014** New Hall- Update including approve curtain quote.

Members considered the quotes received. The curtains were funded in part by grant funding.

**Resolved:** That the quote by Dunelm be approved with any shortfall from the grant to be funded by the Town Council.

Noted the toddler group to plant plants near the main hall fire exit.

**22/23/015** Ward Member/DMBC Officer

Joint Consultative Committee- Confirmed this was the decision making body for Town/Parish Councils with DMBC consultations fed through this committee.

 Locality Plans – Not a ward plan for Bawtry. It was an opportunity for those across the south locality to come together to tackle collective priorities.

 Neighbourhood Policing changes noted (away from central).

 Safer Street Fund details provided. Looking at putting CCTV into Bawtry with capital funding.

Wharf Street play surfacing requested but unlikely to be agreed as the play area was the responsibility of BARS

Arts Festival update provided.

Pavement obstructions by retailers reported.

Available funding for the afternoon teas noted from Bawtry Here to Help.

**22/23/016** Town Centre Strategy Working Group - Meeting still to be scheduled with a report regarding the Market Cross to be provided at the next meeting.

**22/23/017** Event Working Group Jubilee Update- Moved to confidential session.

**22/23/018** Staffing Matters –Moved to confidential session.

**22/23/019** Planning Issues.

1. Applications

**22/00830/FUL** The Stables, 8 Towngate

Installation of new UPVC doors and windows to replace existing wooden ones.

Noted conservation officer had submitted detailed comments with the Council having no further comments to add.

**APP/F4410/D/22/3296870** 1 Highfield Road

New roof to dwelling to provide two usable bedrooms with porch at ground floor level to front (Planning ref 21/02276/FUL).

***No adverse comment***

1. Determinations

**22/00240/FUL** 59 Queens Crescent

Erection of two storey side and rear extension- ***Granted***

**22/23/020** Report on Meetings & Representatives

 Town Board notes had been circulated to members.

 No other meetings attended.

**22/23/021**  To Receive Additional Correspondence

* Correspondence regarding the suggestion of a one off firework display.

**22/23/022** Items for Future Agenda & Date of Next Meeting- 13th June

 **-** Senior Citizens Lunch

 - New Hall security

**22/23/023** Public Bodies (Admission to Meetings) Act 1960

That in light of the confidential nature of the business to be transacted the public and press were excluded.

**22/23/024** Event Working Group Jubilee Update including consider special resolution to reconsider the decision to limit the age for the Sunday afternoon teas with a proposal to limit the overall cost rather than a limit on the age of invitees to over 75’s.

The Clerk advised that five Councillors had supported a special resolution to reconsider the decision at the April meeting to limit jubilee afternoon teas on Sunday 5th June to the over 75s.

 Cost of the individual teas including provision of a variety of food staffing & /decorations discussed and the capacity of the hall. Residents did have to register their interest and the number of afternoon teas to be provided were limited to the hall capacity.

 **Resolved**: That the age limit be reduced to 70 subject to priority being given to the over 75s.initially. A limited delivery service was also approved as required.

**22/23/025** Staffing – a) Consider fixed term Employment of a Community Connector to support Health and Wellbeing Group and b) Possible short-term locum requirements.

1. Noted recent successful bid to DMBC to be distributed to local groups including funding for a staff Community Connector. One local group was currently holding the funds for the Health and Wellbeing Group but the group was not incorporated to allow for the employment of staff.

**Resolved**: That the Council employ a community connector on a fixed term contract for use by the Health & Wellbeing Group which would be fully grant funded.

At least one council members (D Kirby) would be on the interview panel and the recommended candidate and proposed terms and conditions of employment would be provided to the Council in due course for approval.

It was also envisaged that the role could be transferred to the Group once they were incorporated.

Day to day management would be by the Group.

1. **Resolved:** That a locum be instructed if required to cover limitedduties for the Clerk.

There being no further business the meeting ended at 9.20pm

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

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| **April Payees** | **Description** |  |  |
| Compass Cleans | Hall caretaker/cleaning cover | 2253 | 418.50 |
| Gazprom | Hall gas | DD | 198.21 |
| Various | Salaries - April | 2248-51 | 4219.38 |
| HMRC | Tax & NICs -April | 2252 | 1009.83 |
| Rialtas Business Solutions | Accounts – Year end closedown | 2254 | 669.60 |
| **May**  |  |  |  |
| The Pension People | Pension contributions –April | DD | 241.08 |
| DMBC | Mkt Hill rates | DD | 798.00 |
| EDF | Mkt Hill electricity | DD | 28.00 |
| EE | Mobile phones inc hall (monthly) | DD | 33.94 |
| Today Publications Ltd | Newsletter - Bawtry Today  | DD | 114.00 |
| Opus Energy | Hall- electricity  | DD | 117.12 |
| Plusnet | Broadband -hall | DD | 28.87 |
| DMBC | Planning pre-app fee (reimburse ALH) | 2255 | 103.00 |
| Anthony Snowden | Planning consultant fee | 2256 | 240.00 |
| PPLPRS | New Hall- annual music licence | 2257 | 275.72 |
| Excel Parking Services Limited | Management contract fees April 22 | 2258 | 1052.38 |
| MKS Groundcare | Grass cutting contract -April | 2259 | 1134.00 |
| A Stanley | Internal Audit fee | 2260 | 225.00 |
| Rialtas Business Solutions | Annual support & maintenance | 2261 | 474.00 |
| A Harrison | Zoom monthly fee | 2262 | 14.39 |
| Amazon | Jubilee bunting (reimburse ALH) | 2263 | 177.00 |
| A Harrison | Travel expenses – April | 2264 | 17.55 |
| Metric Group Ltd | PSP fees – Jan-April | 2265 | 253.58 |
| HSBC | Bank charges | DD | 18.50 |
| Global | Merchant bank fees  | DD | 129.32 |