**MINUTES OF THE MEETING OF BAWTRY TOWN COUNCIL HELD AT THE NEW HALL, STATION ROAD BAWTRY ON MONDAY 16th JANUARY 2023 at 7.00PM**

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

Mrs. A Harrison – Clerk to the Council

**In Attendance:** Ward Councillor B. Johnson, 6 members of the public

**22/23/151** Receive Apologies and Approve Reasons for Absence

 C. Minnis & S Young (reasons provided)

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

**22/23/152** Receive Declarations of Interest (other than standing interests)

Cllr Linsley, Holland and Kirkham Item 17 Heritage Grant - Non pecuniary as members of the Heritage Group

 Cllr Brindley Item 12b Grass cutting contract renewal. Non pecuniary as known to one of the contractors.

**22/23/153** Agree Confidential Items – Item 23 - One item of correspondence from a third party

**22/23/****154** Approval of the Minutes of the Town Council Meeting –12th December 2022

 **Resolved:** That the minutes be approved as a true and accurate record.

**22/23/155** Matters Arising from the Minutes

 **22/23/133** Market Hill – Update provided regarding updating the signage.

**22/23/150** BARS Grant– Noted the content of the email correspondence received from BARS.

**22/23/156** 15 Minute Public Discussion Period

 Matters raised by the public:

* South Avenue. Issues with safety due to the narrow access & repairs required.
* Utility drain cover outside the library required replacement.
* Road sweep throughout Bawtry requested.

The above items referred to the Ward Councillor for action who was in attendance.

 Thanks provide from BRA for the Council’s sponsorship of the Christmas event & from the organisers of the Grove & Rufford Hunt.

Potential Christmas tree sponsor also noted for 2023.

 Tickhill Road junction, the lack of a pedestrian crossing on Doncaster Road and the condition of derelict properties and parking on Top Street also raised.

**22/23/157** Financial Matters

1. Approve Monthly Accounts

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

b) Bank Reconciliations –30th November 2022

That the bank reconciliations be received.

c) Budget Monitoring –30th November 2022

That the budget monitoring schedule be received.

**22/23/158** Internal Audit Review - Review the system of internal control and the system of internal audit.

Consideration was given to the following Audit Regulations:

Regulation 4: Requires the findings of the review of the system of internal control to be considered by a committee of the relevant body, or by members of the body meeting as a whole.

**Resolved**: That the internal controls were satisfactory with a Councillor to be nominated at the annual meeting to undertake an interim audit check in September.

Regulation 6: Requires bodies to review the effectiveness of the system of internal audit once a year, and for the findings of the review to be considered by a committee of the body, or by the body as a whole, as part of the consideration of the system of internal control referred to in Regulation 4.

**Resolved**: Noted AS Audit Services been appointed auditor for 2022-23

**Resolved**: That following consideration of the review of the system of internal control it was agreed that there were no further matters that required attention.

**22/23/159** Review Financial Risk Assessment

 **Resolved**: That the Financial Risk Assessment be approved with minor updates.

 Cllr Cartwright to review whether to add a risk matrix to the assessment.

**22/23/160** Consider the Clerks Report and 2023/24 Revenue Budget & set the Precept

Members received the Clerks Report and financial estimates. Members considered projects for 2023-24 (particularly the car park remodeling and the current level of reserves to fund projects).

 No other town enhancements proposed in light of the likely cost of the other projects envisaged for the year. Slight increase to the Senior Citizen event budget agreed.

 **Resolved:** That the precept for 2023/24 be set at £73,723

 **22/23/161** Market Hill

Draft drawings expected shortly for resurfacing/remodeling the car park.

**22/23/162** Recreation lssues

1. Consider action on Wharf Street play park repairs (DMBC quote).

**Resolved:** To contact BARS to seek confirmation, within 14 days that they would undertake repairs in full, to be completed within a further 30 days. Should this not occur, as landlord, the Council to initiate all repairs and deduct the value of the same from any future grant request.

1. Renew grass cutting and planting contracts for 2023

**Resolved:** That the contracts with MKS and Gillies Landscapes be renewed for a further year.

**22/33/163** Police- including speed limit enforcement

Proposed response had been drafted by Cllr Greer in respect of the lack of enforcement of the speed limit on Doncaster Road with the proposal that it be forwarded to DMBC, the Police’s Operational Support Unit, the PPC and local MP

 **Resolved:** That the agreed correspondence be circulated as noted above.

**22/23/164** Highways

 No matters raised

**22/23/165** New Hall

Noted new external lighting and minor other matters to be addressed (toilet seats)

**22/23/166** Ward Member/DMBC Officer.

* Ward Members budget noted
* Noted outstanding matters including new railway bridge

**22/23/167** Consider Return of Heritage Centre Toilet Block Grant Funding

It was previously agreed that the grant for the toilet block be partly utilised to move the Bomber Command memorial plaque from Bawtry Hall. However, after considering the same, the group had decided that they were not able to support this when the RAF Bomber Command wanted the re-location to be on military land.

**Resolved:** That the toilet block grant funding be retained by the Heritage Group for other heritage purposes such as the town trail.

**22/23/168** Approve Appointment of Council Representative – RAF Memorial Working Group

 **Resolved**: That Cllr Claypole be appointed to the RAF Memorial Working Group to represent the Councils views on any relocation.

**22/23/169** Town Centre Strategy Working Group including - Consider process for evaluation of EV charging tender bids

The Clerk to circulate the tenders to all members for information purposes.

**Resolved:** The Town Centre Working Group to evaluate the bids in due course subject to advice being sought initially from DMBC officer, Richard Smith.

**22/23/170** Events – Consider Coronation plans

Cllr Claypole and Cartwright to meet with BRA and the Church to review possible plans/proposals.

**22/23/171** Planning Issues.

1. Planning Applications

**22/02678/FUL** 7 Stirling Avenue

Erection of a two storey side extension with integrated garage and living accommodation on the first floor and single storey porch extension, following demolition of existing single storey garage and porch. Plus widening of the existing driveway opening to allow two cars on the drive side by side and the installation of a drop curb to match the opening width.

**22/02612/FUL** Holly House, St Martins Avenue

Erection of detached annexe to rear of dwelling.

***No adverse comment.***

b) Planning Determinations

**22/02313/FUL** Woodside, St Martins Avenue.

Erection of single storey rear extension and alterations to front entrance - ***Granted***

**22/02322/ADV** 27 Market Place. Display of fascia sign to front of building - ***Granted***

**22/02091/FUL** 4 Chestnut Drive Erection of single storey rear extension with new steps and raised patio - ***Granted***

**22/02505/TCON** 8 The Pastures. Conservation area notification to fell and remove two Maple trees (T1 and T3) and one Ash tree (T2). The trees are within the Bawtry Conservation Area - ***TPO not served***

**22/02120/FUL** 10 Madison Drive. Erection of single storey rear extension - ***Granted***

**22/23/172** Report on Meetings & Representatives

**22/23/173**  To Receive Additional Correspondence - Moved to confidential session

**22/23/174** Items for Future Agenda & Date of next meeting - 13th February

Cemetery extension (valuation)

 Community Hub

 Arts Festival plans.

**22/23/175** Public Bodies (Admission to meetings) Act 1960

In light of the confidential nature of the business to be conducted the press and public was temporarily excluded.

**22/23/173**  To Receive Additional Correspondence

Noted correspondence from a third party.

 **Resolved:** Members to consider their relationship with BARS at the next meeting

There being no further business the meeting ended at 9.00pm

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

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| **Payees**  | **Description** | **Payment**  | **Amount**  |
| Opus | Gas- hall (Oct-Dec) | DD | 885.73 |
| Veolia | Confidential waste disposal | DD | 109.20 |
| Various | Salaries -Dec | 2453-57 | 4772.06 |
| HMRC | Tax & NICs | 2458 | 1143.95 |
| Gillies Landscapes | Mkt Cross planters (soil/gravel) | 2459 | 390.00 |
| Excel Parking | ECN fees November | 2460 | 193.80 |
| Mayflower PTA | Donation | 2461 | 300.00 |
| DRI | Donation | 2462 | 300.00 |
| Bluebell Wood Hospice | Donation | 2463 | 300.00 |
| Stagenest Ltd | Carol Event | 2466 | 570.00 |
| The Pension People | Pension contributions – Dec | DD | 266.37 |
| DMBC | Mkt Hill rates | DD | 798.00 |
| EDF | Mkt Hill electricity | DD | 6.00 |
| EE | Mobile phone  | DD | 32.40 |
| Today Publications Ltd | Newsletter - Bawtry Today  | DD | 132.00 |
| Opus Energy | Hall- electricity  | DD | 171.28 |
| Plusnet | Broadband -hall | DD | 28.87 |
| Water Plus  | New Hall surface water | DD | 20.58 |
| Mosaic Trust  | Donation | 2464 | 300.00 |
| Torchmaster Roofing | New Hall - roof gully clearance | 2465 | 78.00 |
| Parish Online | Subscription | 2467 | 216.00 |
| Torne Valley | Workwear PPE | 2468 | 110.49 |
| David Ogilvie Engineering | Benches x 3  | 2469 | 3973.20 |
| Fine & Country  | Valuation Report  | 2470 | 240.00 |
| DMBC | Quarterly waste - Hall | 2471 | 189.50 |
| Need a Hand | New Hall lighting replacements/repairs | 2472 | 635.00 |
| Excel Parking Services Limited  | ECN contract fees Dec 22 | 2473 | 1052.38 |
| Excel Parking Services Limited | Car park Management fees Dec 22  | 2474 | 112.20 |
| Hatfield & Askern Colliery Band | Carol concert fees | 2475 | 300.00 |
| Christmas Plus | Dismantle fees  | 2476 | 806.76 |
| Opus | Hall gas | DD | 928.74 |
| Global payments  | Merchant bank fees | DD | 147.16 |
| HSBC | Bank fees | DD | 13.00 |