

## **Minutes of the Meeting of Denby Dale Parish Council held on Tuesday 5 June 2018 in the Civic Chamber, Council Offices, Skelmanthorpe**

**Members Present:** Cllrs: Polly Ann Flinders, Richard Brook, Graham Turner, Ray Gott, Eddie Shaw, Janet Depledge, Kelvyn Waites, Mike Wood, Stuart Merry, Lynn Hardy, Cynthia Naylor, John Cook, Susan Hellewell, Neil Gemmell and Maggie Blanshard

### **16/690 Chairman's Opening Remarks**

Cllr Cook welcomed Councillors and members of the public to the meeting.

### **16/691 Declarations of interest/disclosable pecuniary interests**

Cllr Merry declared an interest in the grant application from the WW1 Musical Commemoration Group and Cllr Hardy in the grant application from the Darby & Joan Club.

### **16/692 Open Session**

Two members of the public spoke in support of the application from Skelmanthorpe WW1 Commemoration Group.

### **16/693 Apologies**

Apologies were received from Cllrs Denby, Summers, Jewitt and Slater

**RESOLVED** that the reasons submitted be approved.

### **16/694 Grant application from Skelmanthorpe WW1 Musical Commemoration Group (Brought forward)**

**RESOLVED** that the Skelmanthorpe WW1 Musical Commemoration Group be awarded £220 towards the commemoration concerts using the General Power of Competence provided by the Localism Act 2011.

### **16/695 Admission of the Public**

**RESOLVED** that no items needed to be taken in private.

### **16/696 Minutes of the last meeting**

**RESOLVED** that the following minutes be approved:

Full Council (ACM) – 1 May

Plans Scrutiny Committee – 29 May

### **16/697 Ward Councillor's Report**

Cllr Turner gave a verbal report

- The new Civic Year had commenced with a new Mayor and Deputy Mayor in place. Cllr Sheard had now stepped down as leader.
- Cllr Turner would continue as Cabinet Member and would be setting strategic priorities. He would be attending 3 ward meetings to look at access to services. The feedback from the library consultation was being reviewed, with many young people having submitted views. The report should be going to Cabinet in August
- The local Men's Shed association would be open to the public on Saturday with sales from the new shop going towards the running costs of the charity.
- Cllr Turner stated he would be out around the ward on Wednesday with the Chief Executive to look at the ward's activities.
- Cllr Turner also gave his congratulations to Cllr Billy Jewitt on his successful election to the council, and expressed his hopes that he would recover soon and be able to take up his post.

**RESOLVED** that the report be received.

### **16/698 Report from Dave Wilde, Countryside Officer**

The Countryside Officer tabled a report.

**RESOLVED** that the report be received

### 16/699 Clerk's Report

The Clerk tabled a report. Cllr Turner agreed to speak to the engineer regarding the grass verge from Shelley College towards Cumberworth regarding change of use. It was also agreed to approach Andy Gardiner and Dave Wilde regarding using scalplings to put down as the parish council had done previously.

**RESOLVED** that the report be received

### 16/700 Finance Matters

- Orders for Payment: **RESOLVED** that the orders for payment no 709 be approved for payment, totalling £2472.14
- Budget Outturn: The budget outturn was noted.
- To Authorise Payment of Salaries: **RESOLVED** that the payment of Clerk's and Countryside Officer's salaries, WYPF and HMRC be authorised for June 2018.
- Darby & Joan Community Grant Application: **RESOLVED** that the Clayton West District Darby & Joan Club be award £6,200 towards a disabled toilet, using the General Power of Competence provided by the Localism Act 2011.

### 16/701 GDPR Compliance

- Data Protection Officer: The Clerk referred to the paper circulated on the current position which stated Parish Councils did not have to appoint a DPO, however, advice from NALC stated that this would still be good practice.  
**RESOLVED** that the council appoint a DPO provided by the YLCA on a maximum 1 year renewable contract which could be reviewed as the situation with GDPR became clearer.
- IT Cloud Storage: The Clerk confirmed that Global Computing Solutions have stated that our data is encrypted on site before it gets sent to the cloud storage servers. No data can be read without the decryption code and the customer details on the account are not shared in any way.
- Information Audit of Council Records: Cllr Gott stated that he and the Clerk had undertaken a thorough review of all council records and had removed a substantial amount of paperwork in line with GDPR requirements and the councils own Data Retention Policy. The Clerk and Cllr Gott then signed a statement to this effect for the records.

### 16/702 Matters Raised by Councillors

- Dog Bag Dispensers locations: Cllr Wood referred to the spreadsheet he had produced and requested Councillors assist with nominating volunteers to fill the dispensers he had been unable to trace contacts for.
- Dog Bag Dispensers to purchase: **RESOLVED** that the Clerk purchase two new dispensers for Pilling Lane, Skelmanthorpe (Cllr Merry) and Upper Denby near the School (Cllr Cook, to be filled by Denby Village Conservation Group).
- Caretakers House, Denby Dale First School: Deferred in the absence of Cllr Denby.
- Refurbishment of Council regalia: Cllr Depledge proposed that the council replace the regalia box and had an approximate cost of £350, and that an alternative to the consort's chain be sourced, as 'ladies chain' was outdated. Cllr Gott proposed an amendment that 1) A formal quote be sourced for replacing the regalia box be provided and if it was near enough £350 this be replaced, and 2) No decision be taken as yet on the consort chain until further investigation was undertaken. The amendment was voted on and **RESOLVED**.
- Provision of Bus Shelter, Denby Dale: Cllr Turner had already contacted Metro, who provide shelters, on this matter, and had been informed that the area suggested did not meet any of the criteria in order for this to be installed.
- Litterbin provision at Sovereign: after discussion it was **RESOLVED** that the parish council could not provide a litterbin on an area which was not on a collection route due to the issue of council liability.
- Obsolete Office Equipment: **RESOLVED** that following the audit undertaken, obsolete office equipment consisting of 2 out of date printers, two filing cabinets and a slide door

cabinet, could be removed by Cllr Gott and disposed of as he saw fit. The crystal decanter and glasses would be retained for use by the Full Council.

- Support for Greenhead Student volunteer: **RESOLVED** that the student be invited to join a constituted group for insurance purposes so that the Council could fully support and endorse her activities.

**16/703 Heritage Working Party/EPIP Report**

Cllr Brook reported that the archive material uploaded to the archive website was in the process of being captioned. He also stated that the Textile Centre would be open still on the second Sunday of each month from 10.30 -12.30.

**RESOLVED** that the report be received.

**16/704 Working Party on Public Transport Report**

Cllr Waites stated that there had been amendments to the local bus services which, if significant, he would report back on at the next meeting.

**16/705 Skelmanthorpe Council Building Update**

Cllr Gott referred to the previous meeting where it had been decided to obtain further quotes for the roof work. However, due to Cllr Jewitt's sudden illness, he had not been able to obtain further recent quotes, and no other quotes or contractors had been obtained by council Therefore, under the circumstances and due to the necessity of the work, it was **RESOLVED** that Roofhome be awarded the contract at the held cost of £17500.

**16/706 July Council Meeting Items:**

- Caretakers house at Denby Dale First School (*Cllr Denby*)
- Consort's Chain (*Cllr Depledge*)
- U3A request to be added to external signage of council building (*Cllr Flinders*)
- YLCA membership with voting rights (*Cllr Shaw*)

**16/707 Dates of next meetings:**

- Finance & General Purposes Committee – 12 June
- Plans Scrutiny Committee – 26 June
- Full Council – 3 July

Signed.....

CHAIRMAN