

BLAXTON PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON WEDNESDAY 20 MAY 2026 AT 19:30 IN BLAXTON VILLAGE HALL

PRESENT: Councillors R Johnson, J. Hill, I Collett, L. Watson,

APOLOGIES: J. Steventon

MEMBERS OF THE PUBLIC: One

IN ATTENDANCE: E Lear (Clerk)

1. ELECTION OF CHAIRMAN

RESOLVED (1)

That Councillor R Johnson be appointed Chair for the 2026/27.

2. SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Johnson signed the Declaration of Acceptance of Office and took the Chair

3. ELECTION OF VICE CHAIR

RESOLVED (2)

That Councillor Hill be appointed Vice Chair for the 2026/27.

4. APOLOGIES

a) To receive and note apologies from councillors who are unable to attend the meeting – Received from Councillor J. Steventon.

b) To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.-

RESOLVED (3)

That the reason for absence be accepted.

5. TO CONSIDER THE EXTENT, IF ANY, TO WHICH THE PUBLIC WERE TO BE EXCLUDED FROM THE MEETING- Not required.

6. DECLARATION OF PREJUDICIAL INTERESTS, OTHER INTERESTS, THE RECEIPT OF GIFTS AND HOSPITALITY AND REQUESTS FOR DISPENSATION – None

7. MINUTES OF THE PARISH MEETING HELD ON 15 APRIL 2026

RESOLVED (4)

That the Minutes of the Parish Meeting held on 15 April 2026 be confirmed as a correct record and signed by the Chair.

8. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 15 APRIL 2026

RESOLVED (5)

That the Minutes of the Parish Council Meeting held on 15 April 2026 be confirmed as a correct record and signed by the Chair.

9. **PUBLIC PARTICIPATION**-None from the member of public in attendance but contact received via Clerk expressing concern that there is no bus service from Cantley to Blaxton after 6pm.

RESOLVED (6)

That the item is referred on to the South Yorkshire Mayoral Combined Authority, expressing the residents' concern.

10. APPOINTMENT OF PARISH COUNCILLORS TO UNDERTAKE THE HALF YEARLY INTERNAL AUDIT OF THE ACCOUNTS FOR 2026/27

RESOLVED (7)

That Councillors Johnson and Watson be appointed to undertake the half-yearly Audit of the accounts for 2026/27.

11. APPOINTMENT OF REPRESENTATIVE AND DEPUTY REPRESENTATIVE TO CDC PARISH COUNCILS' JOINT CONSULTATIVE COMMITTEE (PCJCC) FOR 2026/27

RESOLVED (8)

That Councillor Johnson be appointed representative and Councillor Collett be appointed deputy representative on the CDC Parish Councils' Joint Consultative Committee for 2026/27.

12. APPOINTMENT OF REPRESENTATIVES (2) TO THE BLAXTON VILLAGE HALL COMMITTEE FOR 2026/27

RESOLVED (9)

That Councillors Steventon (in absence) and Hill be appointed as representatives on the Blaxton Village Hall Committee for 2026/27.

13. APPOINTMENT OF REPRESENTATIVE, AND DEPUTY, TO THE SOUTH YORKSHIRE BRANCH OF THE YORKSHIRE LOCAL COUNCIL ASSOCIATIONS FOR 2026/27 (ANYONE MAY ATTEND)

RESOLVED (10)

That Councillor Johnson be appointed as representative and Councillor Collett be appointed as deputy representative for the South Yorkshire Branch of The Yorkshire Local Council Associations for 2026/27.

14. APPOINTMENT OF REPRESENTATIVE(S) TO YORKSHIRE AND HUMBER CLIMATE COMMISSION (YHCC) 2026/27

RESOLVED (11)

That Councillor Hill be appointed as representative for the Yorkshire and Humber Climate Commission (YHCC) for 2026/27.

15. APPOINTMENT OF REPRESENTATIVE(S) TO AIRPORT CONSULTATIVE COMMITTEE 2026/27

RESOLVED (12)

That Councillor Collett be appointed as representative and Councillor Johnson as deputy representative for the Airport Consultative Committee for 2026/27.

16. APPOINTMENT OF REPRESENTATIVE(S) TO QUARTERLY JOINT PARISH MEETING 2026/27

RESOLVED (13)

That Cllr Johnson be appointed as representative and any other as reserve for the quarterly Joint Parish Meeting 2026/27.

17. WARD MEMBERS REPORT – None received but a request was received to suggest dates for the resurrection of the Joint Parish Meeting on a Saturday at Kilham Hall

RESOLVED (14)

That Ward Councillors are requested to suggest the date as a member of the council will be available to attend.

18. CDC AND SOUTH AREA COMMUNITIES TEAM ISSUES- None

19. POLICING ISSUES- None

20. CONSULTATIVE COMMITTEES

- a) : YLCA South Yorkshire Branch Meeting-
 - 1. Nomination for the YLCA JEB

RESOLVED (15)

That Cllr Duncan Wright (Wadworth Parish Council) is nominated for the YLCA JEB.

2. Nomination for the YLCA South Yorkshire Branch Vice Chair

RESOLVED (16)

That Cllr Duncan Wright (Wadworth Parish Council) is nominated for the YLCA South Yorkshire Branch Vice Chair.

3. Topics for Discussion

RESOLVED (17)

That bus services after 6pm is suggested as a topic for discussion.

b) Airport Consultative Committee- **Meeting 11/05/26**

Cllr Collett attended and a report had been distributed. Members of the committee took a tour around the terminal- a lot of work is required as it was in a poor state. The lease with Peel Holdings is being renegotiated. Neither of the nominated representatives are available to attend the next meeting on the 8th of June so the remaining members will look at availability.

RESOLVED (18)

That it is intended to send a representative to the meeting and the clerk will inform the ACC Chair.

21. FINANCIAL AND ADMINISTRATIVE MATTERS

a) Payments Considered for Approval on 20 May 2026:- including contractual payments

RESOLVED (19)

That the following payments be approved.

<u>Voucher No</u>	<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
10	ESP Play Ltd SI-194625	Deposit for Nature Trail play equipment (RETROSPECTIVE)	2698.00	539.60	3237.60
11	E Lear	Salary May 2026	606.85	0.00	606.85
11	E Lear	Office, Telephone, Broadband Allowance April 2026	20.00	0.00	20.00
12- DD 31/05/26	Nest GBP04548149249985419	Clerk's pension 01/04/26 – 30/04/26	22.37	0.00	22.37
13	HMRC	HMRC M2	204.54	0.00	204.54

<u>Voucher No</u>	<u>Payee/Invoice</u>	<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
14 – DD 31/05/26	Unity Bank 059	Account fee 01/04/26- 30/04/26	7.00	0.00	7.00
15	Amazon Business GB647WXEXAEUD	Navaris XL Wooden Insect Hotel	34.64	6.93	41.57
16	Amazon Business GB6110A0ABEY	Cyan and black ink cartridges	72.11	14.42	86.53
17	CDC 31947387	Q4 weeks 51/52 bin emptying	31.04	6.21	37.25
18	Glendale Countryside GC446-2689	Grass cut x2 (April)	105.32	21.06	126.38
19	Need a Hand Ltd 2224	Preparation and painting of wall at Blaxton Memorial	140.00	0.00	140.00
20	Need a Hand Ltd 2225	Removal of moss and weeds including treatment at Blaxton Memorial	285.00	0.00	285.00
21	Need a Hand Ltd 2226	Removal of moss including treatment of MUGA area on Blaxton Playing Field	345.00	0.00	345.00
22	A.S. Audit Services Blax2026	Internal Audit- May 2026	225.00	0.00	225.00
23	ESP Play Ltd SI-194692	Final invoice for play equipment for Nature Trail	7774.66	1554.93	9329.59
24	Clear Councils Insurance LCO02122	Annual Insurance Premium	£986.83	0.00	986.83
					£15,701.51

Note: **DD** above indicates payment taken or to be taken by Direct Debit on the date shown

- b) Bank Reconciliations at 30 April 2026 **Noted**
- c) Net Position at 10 April 2026 – not presented at May meeting.
- d) Annual Governance and Accountability Return (AGAR) 2024/25 – **circulated 14/05/26**

1. Internal Audit Report for 2025/26
The Report didn't note any actions

RESOLVED (20)

That the Internal Audit Report for 2025/26, be received and noted.

2. Annual Governance Statement 2025/26 – Section 1

RESOLVED (21)

That the Annual Governance Statement for 2025/26 be approved and signed by the Chair.

3. Accounting Statements 2025/26 – Section 2

RESOLVED (22)

That the Accounting Statements 2025/26 be approved and signed by the Chair.

4. Supporting documents to the accounts for 2025/26

RESOLVED (23)

That the Bank Reconciliation (01/04/25-31/03/26), Receipts and Payments Listings from SCRIBE (the Council's Financial Management System) and the Blaxton PC Explanation of Variances 2025-26 be received and noted.

5. Notice of the Period for the exercise of Public Rights – 8 June to 17 July 2026

RESOLVED (24)

That it be noted that the Period for the Exercise of Public Rights had been set as 8 June to 17 July 2026.

e) Policies & Procedures

1. Standing Orders

RESOLVED (25)

That the Standing Orders were reviewed and no changes made.

2. Financial Regulations

RESOLVED (26)

That the Financial Regulations were reviewed and no changes made.

3. Scheme of Delegation

RESOLVED (27)

That the Scheme of delegation was reviewed and no changes were made.

4. Council's Code of Practice for Handling Complaints

RESOLVED (28)

That the Council's Code of Practice for Handling Complaints was reviewed and no changes were made

- f) Council's Expenditure Under S137 of the Local Government Act 1972 in 2025/26- £1343.28 plus VAT- **Noted**
- g) Schedule of Ordinary Meetings until April 2027- received and **Noted**
- h) Insurance Quotation
An Insurance quotation for the annual premium had been received from Clear Councils for £986.83 which was higher than the budget but includes new equipment and the nature trail.

RESOLVED (29)

That the quotation be accepted, £986.83 paid and the insurance will commence on the 1st of June 2026.

- i) YLCA Training Programme (within Weekly News & Notifications) - circulated 17/04/26, 27/04/26 and 08/05/26- **Noted**
- j) Station Road pavement flooding- CDC Drainage have cleared the horizontal drains. The Clerk sent a further photo after the clearance showing further flooding.
- k) Mosham Road Pavement Condition- No update but noted that grubbing back had taken place opposite the development but not in other areas.

RESOLVED (30)

That CDC are contacted to request that grubbing back takes place along the whole stretch of road.

- l) Speed Limits on Main Roads and associated improvements- CDC had responded that they will await any recommendations from the Coroner following the fatality. They had assessed the signage and road markings and will rejuvenate the road markings.

RESOLVED (31)

That the Clerk paraphrase the email from CDC to inform Lee Pitcher (MP).

- m) Missing Bench on Mosham Road- the bench located near the bus stop on the approach to Blaxton roundabout is missing. It is assumed that it was removed at the time of the road accident. It has been noted with the insurance company but no claim has been submitted. The police do not know where it is but have said that CDC may have taken- awaiting further information.
- n) Risk Management Assessment-
The modified risk assessment with scoring matrix information was distributed. Full update will be completed for the June meeting.

RESOLVED (32)

That the use of the scoring matrix method was agreed and full discussion was deferred to the June meeting.

o) Communication with Residents-

1. Update on locating a noticeboard in the brick bus stop near Lower Pasture- no update.

22. PLANNING APPLICATIONS- none received.

23. BLAXTON PLAYING FIELD

a) Improvements to Blaxton Playing Field – Section 106 Funding (18/02593/FULM)

1. Final Update

Final invoice for path paid. April bank statement has been provided to CDC. The deposit invoice for the play equipment to use the remaining funds has also been sent. The final bank statement for May showing the payments needs to be provided when available.

RESOLVED (33)

That a thank you is sent to the Neighbourhood Co-ordinator involved in the application.

b) Improvements to Blaxton Playing Field- National Lottery funding

1. Installation of equipment- Noted, with just the Rain Wheel yet to be installed.
2. Total order price for equipment- £10,472.86 plus VAT. The paperwork for the lottery funding now needs to be completed.
Ten bags of cement (used for the installation of the equipment) are being stored by Cllr Hill.

c) Improvements to Blaxton Playing Field- Other items

1. Consideration of a storage shed- discussion took place about locating a Asgard metal shed (7ft x 7ft) near the entrance to the playing field (inside the gate, on the flatter area). It would have accessories for internal storage and guttering for use with a water butt. The cost is £1838 including VAT.
2. Consideration of the quotation for shed base- a quote had been received (with discount for combining with ball wall foundation) but it was discussed that slabs could be obtained free of charge.

RESOLVED (34)

That a site meeting is arranged with the contractor to discuss potentially digging out and removing waste for the laying of slabs.

RESOLVED (35)

That enquiries are made with CDC Planning about planning permission requirements for the shed.

3. Consideration of the creation of a ball wall

RESOLVED (36)

That the item is **Deferred** until information regarding the shed is obtained first.

4. Consideration of the purchase of further bug hotels- **Deferred** until after item d)
5. Consideration of the purchase of planters (for herb garden)- **Deferred** until after item d)
6. Consideration of signage- Discussion took place about signage- an A3 sign with wording and additional A4 signs with logos/images. Discussion also took place about the wording for the signage.

RESOLVED (37)

That the text will be distributed for further comments.

7. Consideration of quotation to install existing bench

RESOLVED (38)

That funds will be available up to £300 for the installation of the bench, subject to receiving the quote in writing.

d) Improvements to Blaxton Playing Field- Further Funding

1. Consideration of application to Vulcan Renewables Community Fund- Vulcan Renewables have invited the parish council to apply for up to £1000 (which has been put aside for the parish council). Further applications could be made to this fund in the future.

RESOLVED (39)

That an application exceeding the £1000 is made to the Vulcan Renewables Community Fund.

2. Consideration of composition of items for application-

RESOLVED (40)

That 2 x bug hotels, herb gardens, mud kitchens, stepping logs and associated items plus funding for an opening event are requested.

RESOLVED (41)

That an opening event take place on the weekend of the 4th/5th of July.

24. JOINT PLAYING FIELD

- a) Receipt and Consideration of the Ball Strike Report for Cricket from FPC- FPC have stated that no further response is required as the mitigation has been

completed by the cricket club. FPC are to provide contact details for the cricket club.

RESOLVED (42)

That receipt of the report is acknowledged.

- b) PFA funds at Time of Disbandment- no response has been received to the invoice sent.

RESOLVED (43)

That a further email is sent to FPC asking if the payment of the invoice has been considered.

25. BLAXTON VILLAGE HALL

- a) Village Hall Committee – **Meeting 29/04/26**- awaiting update.

26. DATE OF NEXT MEETING:

The next meeting
is scheduled to be held on
Wednesday 17 June 2026 in Blaxton Village Hall
at 19:00.

Meeting closed at 21.20

Chair: _____

Date: _____