

**DRAFT**

**MEETING OF HATFIELD TOWN COUNCIL      Monday 11<sup>th</sup> January 2021**  
**Held at the Council Offices, Cuckoo Lane, Hatfield**

**Members Present**

Councillor T Gibbs (Town Mayor)

B Morrison

L Curran

D Smith

D Anderson

V Moate

D Fiennes-Gregory

M Glynn

M Broadhurst

A Rutherford

**Also present:**

C McRoy, Town Clerk

H Graham, Assistant Clerk

1 member of the public and 1 member of the press

**MATTERS RAISED BY MEMBERS OF THE PUBLIC (IF ANY)**

The member of the public explained he was from another Parish Council and wished to observe another council's virtual meeting.

**218.1 TO RECEIVE APOLOGIES FOR ABSENCE**

**Apologies** were received from Councillors Credland and M Smith

**218.2 TO CONSIDER APPROVAL OF REASONS FOR ABSENCE**

**RESOLVED:** Reasons for absence were accepted from Councillors Credland and M Smith

**219 TO RECEIVE ANY DECLARATIONS OF INTEREST NOT ALREADY DECLARED UNDER THE TOWN COUNCIL'S CODE OF CONDUCT OR MEMBERS' REGISTER OF DISCLOSABLE PECUNIARY INTERESTS**

Councillor Curran declared an interest in item 7 (Planning applications).

**220 TO CONFIRM MINUTES OF THE TOWN COUNCIL MEETING HELD ON MONDAY 9<sup>th</sup> November 2020**

**Resolved:** the minutes of the Town Council Meeting held on Monday 7<sup>th</sup> December 2020 were approved as a true and correct record, to be signed by the Chair of the meeting.

**221 TO RECEIVE INFORMATION FROM THE TOWN CLERK ON THE FOLLOWING ONGOING ISSUES AND DECIDE FURTHER ACTION WHERE NECESSARY:**

**221.1 Grant fund expenditure-** to receive location suggestions

**RESOLVED:** Clerk to seek permission to put benches and bins at the Locations suggested by members.

**221.2 Christmas lights 2021** The Clerk informed members that she had already requested a meeting with DMBC regarding expansion of the current

scheme, and showed members an LED braid light which was considerably lighter and cheaper than column motifs. Members gave a positive response.

**221.3** Community defibrillators- update. The Clerk informed members that she was awaiting delivery and would be arranging installation as soon as possible.

**221.4** Electric lighting supply Jubilee Park. The Clerk explained there were issues with vandalism of the supply box and asked whether members would consider moving it into the compound area.

**RESOLVED:** Clerk to obtain quotes for moving the electrical supply box.

**221.5** Appointment of cleaner-update. The Clerk informed members that the cleaner was now in post and doing a great job.

**221.6** Staff training- update. The Clerk informed members about the cemetery training which the staff were all doing and how it was having a positive impact.

**222. To confirm the minutes** of the following Committee meetings as a true and correct record.

**222.1** Meeting of the Personnel Committee held on Friday 11 December 2020

**RESOLVED:** the minutes of the Personnel Committee meeting held on Friday 11 December 2020 were approved as a true and correct record to be signed by the Town Mayor Councillor Gibbs

**222.2** Meeting of the Policy and Resources Committee held on Monday 4 January 2021

**RESOLVED:** the minutes of the Policy and Resources Committee meeting held on Monday 4 January 2021 were approved as a true and correct record to be signed by the Town Mayor Councillor Gibbs

**223. To approve the recommendations** of the following Committees:

**6.1** Personnel Committee recommendation from the meeting held on Friday 11 December 2020

**RESOLVED:** The recommendation of the Committee was approved

**6.2** Policy and Resources Committee recommendations from the meeting held on Monday 4 January 2021. The recommendation related to the precept level, so would be discussed under that agenda item (9.5, minute 226.5).

**224. Planning Consultations**

**COUNCILLORS CURRAN AND ANDERSON LEFT THE MEETING**

**RESOLVED:** the Council had no comments on the following applications:

**224.1 20/03147/FUL** Installation of new shop front as well as the siting of air conditioning units to the rear. 5 Fernwood House, Ash Hill Crescent, Hatfield

**224.3 20/03148/ADV** Display of new signage to include 2 fascia signs (externally illuminated) 2 hoardings as well as vinyl window graphics. 5 Fernwood House, Ash Hill Crescent, Hatfield

**RESOLVED:** The Council wished to find out further information regarding the purpose of the size of boiler on the following application:

**224.2 20/03279/FUL** Erection of building (30.48m x 24.38m x 11.50m) to house biomass boiler producing power and heat. Tudworth Hall Farm, Tudworth Field Road, Hatfield

**225. Matters requested by Councillors:**

**COUNCILLORS CURRAN AND ANDERSON RETURNED TO THE MEETING**

**225.1** Tackling isolation in our community. The issue was discussed and there were some suggestions of sources of help for those affected.

**225.2** To consider purchasing a greenhouse for growing bedding plants. There was a discussion regarding the long-term saving this would create, and also the need to act quickly due to long delivery times.

**RESOLVED:** Clerk to obtain prices for a suitable greenhouse.

**226. Financial matters:**

**226.1 To approve the monthly accounts** for payment

**RESOLVED:** The following monthly accounts were approved for payment:

**ACCOUNTS - Invoices in respect of 2020/21**

**January 2021**

<b>Bank transfer No.</b>	<b>Supplier and Expenditure details</b>	<b>Amount £</b>
1	101 Digital Solutions - Office IT upgrade & printer for site staff	1,067.98
2	Arco Limited - PPE and cleaning materials	378.00
3	Brier Hills Recycling Ltd - green waste	180.00
4	Business Stream - water Jubilee Park (Quarter 3)	9.84
5	Cemetery Training Services Ltd - grave digging 4 day course (x2)	4,059.00
6	Doncaster MBC - repairs/replace playground equipment (Jubilee)	4,466.40
7	Doncaster MBC - trade waste (Quarter 4)	810.00
8	M & C Elliott - grave digging December (part)	300.00
9	Manor Tyres Limited - Tipper puncture repair & Tractor seal on wheel	44.00

10	Plevey & Sons Ltd - christmas tree	192.00
11	Restore Datashred Limited - confidential waste	192.00
12	Martin J Richardson - Jubilee Fields -move temporary gateway stones, trench & ridge boundary of car park	120.00
13	SECOM Plc - keyholder response annual charge	950.40
14	Signline (Yorkshire) Limited - No Parking sign (Jubilee)	30.00
15	Steve's DIY -consumables	106.37
16	YLCA - Webinar 16 Dec Local Council Powers - councillor training	15.00
DC	British Gas - Cemetery House Gas and Electricity (last top up)	60.00
DC	Post Office - postage stamps	108.50
DC	Petty Cash withdrawal	50.00
DC	SLCC- Membership 2021	263.00
PC	Instep Shoe Repairs & Key Smiths - key cutting	10.00
DD	Daisy Communications Ltd – Mobiles (to 31 Dec)	36.95
DD	Daisy Communications – Phones & Broadband (to 30 Nov)	108.31
DD	Fleet One - monthly card guard fee	1.80
DD	Fleet One - fuel	158.02
DD	Intuit- Quickbooks monthly fee	36.00
DD	SSE Gas- Office (November)	121.70
DD	SSE Elec- Jubilee Park - Q3 (16 September- 22 December)	181.51
DD	SSE Electricity - Cemetery (November)	64.91
DBC	Staff Salaries	5,533.32
DD	SYPA- Pensions	1,496.36
DC	Inland Revenue – Tax and NI	1,327.13
	<b>Total</b>	<b>22,478.50</b>

**226.2 To receive** an income and expenditure and budget year to date report.  
**RESOLVED:** The report was accepted by Council

**226.3 To receive and accept** a reconciliation report  
**RESOLVED:** The report was accepted by Council

**226.4 To receive** the year-end external audit report for 2019-20. The Clerk informed members that the external audit was now complete for 2019-20 and explained the except for matter raised regarding the Council's answers to the section 1 questions.

**RESOLVED:** The report was accepted by Council

**226 .5 To receive** an interim independent internal audit report for 2020-21  
The Clerk and Assistant Clerk explained the items mentioned in the report and answered questions on the report.

**RESOLVED:** The report was accepted by Council

**FURTHER RESOLVED:** To continue to redact signatures on all signed Council documents that are posted onto the Town Council's website.

**227. To consider the following new correspondence** received and decide action where necessary:

**227.1** Email regarding wildlife ponds. Members considered the offer of a pond in the area, but had several safety concerns.

**RESOLVED:** Noted

**227.2** Email regarding 2021 Census. Members received some information and the details of local contacts.

**RESOLVED:** Noted

**228. To receive items** for inclusion on the next Council meeting agenda. There were requests to include the following items on the next agenda: Dr Waters Gardens wall, bulbs for planting around the area, concrete blocks for recreation grounds, update on Station Road boundary, dangerous dogs.

Signed .....(Town Mayor)

Date Monday 8<sup>th</sup> February 2021