

# MINUTES OF THE MEETING OF OLD DENABY PARISH COUNCIL HELD ON THURSDAY 20 MARCH 2025

## Members present:

Councillor K Callan (in the Chair)

Councillor C Cocksedge      Councillor A Robinson

## Officer present:

C McRoy, Clerk to the Parish Council

## Also present: 1 member of the public

- 1 To receive apologies and consider acceptance of reasons for absence provided. Apologies were received from Councillor Fisher and Councillor Shaw.

**RESOLVED:** The reasons for absence provided were accepted by Council

2. To consider the extent, if any, to which the public and press are to be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960. None.

3. To approve the minutes of the Council meeting of 23<sup>rd</sup> January, 2025 as a true record.

**RESOLVED:** The minutes were agreed as a true record and signed by the Council Chairperson.

4. To approve actions from Staffing Committee meeting of 20 March. Members discussed the recommendations.

**RESOLVED:** all recommendations were accepted for the process of appointment of a replacement Clerk/RFO

5. To consider business continuity and confirm adoption of Scheme of Delegation and other necessary procedures. Members discussed continuity processes.

**RESOLVED:** Information to be held securely by the Chairperson for use in an emergency.

Noticeboard keys to be held by the Clerk and Chairperson.

6. Confirm any actions required regarding whole Council elections in May 2025. It was confirmed that the Council only has to display notices provided by the Doncaster Council elections team.
7. To receive Clerk's update on items from the last meeting- website, field access surface, and consider any additional items for action by the next meeting. It was confirmed that Doncaster Council have recently done work on the Village Field to improve draining and to improve the soil ahead of trees being planted. Unfortunately, the Parish Council (as landowner) were not made aware of this beforehand.
8. To receive feedback from Councillor Fisher re Environmental Crimes team visit to Old Denaby/Ferryboat Lane and agreement on contacting any external parties if necessary. A brief summary was provided by the Chairperson, Councillor Fisher to elaborate at a future meeting.

## 9. Financial matters-

- a. To approve payment of invoices

**RESOLVED:** Payment of the following was approved: for: HP-printing x 2 months £6.98, Microsoft 365 x 2 months £24.72, GiffGaff mobile phone charges for 2 months £12.00, staff costs and Vison ICT additional email provision £18.00

- b. To confirm Council bank account signatories and agree procedure for 2 person payment processing.

**RESOLVED:** To add Councillor Callan and Robinson to the account as signatories to enable 2-person payment process.

c. To confirm Council financial controls and procedures meet statutory standards.

Members discussed the need to update the Financial Regulations to the most recent version. Clerk to check website versions are the current ones.

10. To agree any matters for referral to other bodies. Members discussed the barriers and lack of consultation with residents and expressed concerns about new large kerbstones/.

11. To thank Councillor Cocksedge for over 60 years' service on ODPC. The Chairperson passed on the Council's thanks for Councillor Cocksedge's extensive service.

Signed..... (Chair of the Council)

Date: 15 May 2025

DRAFT