



*Thorne Moorends
Town Council*

**Assembly Rooms, Fieldside, Thorne, Doncaster, DN8 4AE
Tel: 01405 818015**

www.thorne-moorends.gov.uk

**MINUTES OF THE MEETING HELD ON 12th APRIL 2022 HELD AT
THE WINNING POST, MOORENDS**

Present Councillors Craig Ellis Town Mayor (Chairman), S Durant Deputy Town Mayor, K Fox, M Houlbrook, J Phillips, R Porter and R Powell and S Sweeting.

Also, in attendance at the meeting – 1 member of the public and a reporter from the local press

3822 APOLOGIES

Apologies noted as received from the following Councillors

G Ap Harri, A Cuttall, C Blackham, J Blackham, N Etherington & M Phillips

3823 DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor S Durant, Deputy Town Mayor, declared an interest in the Planning matters as she is on the Planning Committee at Doncaster Metropolitan Borough Council.

3824 MINUTES

Town Council Meeting – 8th March 2022 - The Minutes were received and approved as a true record and signed by the Chairman.

3825 LOCUM TOWN CLERK

Councillor C Ellis, Town Mayor reported on the requirement to continue the engagement of Chris Geeson, Locum Town Clerk until such times as a permanent Town Clerk is appointed.

RESOLVED: That the report of the Town Mayor be received and the extension of the Locum Town Clerk's contract of engagement be extended accordingly.

3826 MATTERS RAISED BY MEMBERS OF THE PUBLIC

No matters were raised by the member of the public present.

3826 FINANCIAL REPORT

The Locum Town Clerk submitted a list of accounts requiring approval for payment and details of direct debits and credit card transactions during the month.

RESOLVED: That the report of the Locum Town Clerk be received, and approval given to the accounts requiring payment subject to the invoice from DMBC for CCTV services in the sum of £12500 being deferred pending further consultations.

3827 INTERNAL AUDIT – 2021-2022

The Locum Town Clerk reported on the duty of the Town Council to appoint an independent internal auditor and that the Phil Parkin CPFA the internal auditor since 2017-2018 had been re-engaged.

RESOLVED: That the report of the Locum Town Clerk be received and the re-engagement of Phil Parkin CPFA be confirmed and approved.

3828 EXTERNAL AUDIT – 2021-2022

The Locum Town Clerk reported that in accordance with current financial regulations PKF Littlejohn (London) was the appointed external auditor for 2021-2022.

RESOLVED: That the report of the Locum Town Clerk be received and noted.

3829 PLANNING APPLICATIONS – MARCH 2022

RESOLVED: That the report submitted by the Locum Town Clerk was received and noted.

3830 VENUES FOR FUTIRE COUNCIL MEETINGS.

To maximise availability to local users and minimise disruption to existing users the Locum Town Clerk reported on the need to review the current practice of rotating council and committee meetings and return to the holding of all meeting in the council chamber at the Assembly Rooms.

RESOLVED: That the Locum Town Clerk's report be received, and the current practice be continued throughout 2022- 2023 having regard to encouraging public interest and the better standards of the accommodation available.

3831 THORNE CEMETERY – WITHDRAWAL OF THE RIGHT TO PRE-PURCHASE GRAVE PLOTS.

On the grounds of maximising land availability for burials and health and safety issues the Locum Town Clerk reported on the need to withdraw the current policy of selling the right to burial in pre- purchase grave.

RESOLVED: That the Locum Town Clerk's be received and that on the grounds stated above the right to pre-purchase the rights to burial be withdrawn forthwith.

3832 MOORENDS RECREATION GROUND – FORMER BOWLING CLUB BUILDING.

The Locum Town Clerk reported on the continued vandalism and anti-social behaviour at the former bowling club pavilion and recommended that arrangements be made to demolish the building.

RESOLVED: That the Locum Town Clerk's be received and approved that the arrangements be made to demolish the building.

3833 BODYROKERS DANCE GROUP.

The Locum Town Clerk reported on a request from the group for free use of the Moorends Community Centre for the purposes of funding raising to support members who had qualified for the world championship to be held at Blackpool in August 2022.

RESOLVED: That the Locum Town Clerk's be received and that two free sessions be approved and congratulations and best wishes be offered to the group

3834 ALTERATIONS OF OFFICE ACCOMMODATION – THE WINNING POST

The Locum Town Clerk reported on a request from Discovery Surveys (tenant) to install a door to separate the toilets from the office at Winning Post, Moorends,

RESOLVED: That the Locum Town Clerk's report be received and that subject to meeting all building regulations and health and safety issues the request be approved.

3835 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the press and public be excluded from the meeting due to the confidential of the remaining business to be transacted.

3836 EVALUATION OF THE ADMINISTRATIVE FUNCTIONS OF THE TOWN COUNCIL

Councillor Ron Powell, Chairman of Staffing and Complaints Committee reported on the recommendations of the Staffing & Complaints Committee relating to the evaluation of the administration of the administration function of the town council.

The Locum Town Clerk circulated a report on his recommendations relating to a revised staffing structure supported by a SWAT analysis.

RESOLVED:

1. That the report of Councillor Powell be received and that the progress of issues be noted.
2. That the report of PD Solutions be received and noted.
3. That the report of The Locum Town Clerk be received and the recommended revised staffing structure be approved.
4. That the posts of Town Clerk and Responsible Financial be the subject of grading evaluation by the YLCA
5. The position of Office Manager be offered to Mrs Lisa Hallam, Administration Assistant with immediate effect.
6. The position of Administration Assistant be advertised in due course following the appointment of the Office Manager.
7. That the need to revise the staff handbook be noted and that the Locum Town Clerk be given approval to give all staff the appropriate notice.