



**Catcliffe Parish Council  
Catcliffe Memorial Hall  
Old School Lane  
Catcliffe  
Rotherham  
S60 5SP**

## **Minutes of the Meeting Held on Wednesday 8<sup>th</sup> July 2020**

**In Attendance:** Cllr Marsh, Cllr Green, Cllr DeVeaux, Cllr Pashley and Cllr Tideswell.

**66/2020 Apologies:** Cllr Healy.

**67/2020 Declarations of interest:** Cllr Pashley: Item 77/2020 – Parkway Maintenance.

**68/2020 Fifteen-minute public discussion period:** None in attendance.

**69/2020 To approve the minutes of the meeting held on Wednesday 11<sup>th</sup> March 2020:** The minutes were approved and signed as a true record.

**70/2020 Matters arising from the minutes:** Cllr DeVeaux requested an update regarding the flood committee meeting with the flood engineer from RMBC. The Clerk advised that the meeting had been cancelled due to the COVID-19 pandemic.

**71/2020 Borough Councillors Report:** None in attendance.

### **72/2020 To Discuss Matters Relating to the Parish and to Assign Ownership:**

- Cllr DeVeaux reported an overgrown hedge on Brinsworth Road, between the bridges.
- Cllr Tideswell reported an overgrown hedge on Sheffield Lane.
- Cllr Tideswell reported an issue with weeds along Waverley View.
- Cllr Tideswell reported a blocked drain on Woodland Close.
- Cllr Green reported an issue with weeds along California Drive.
- Cllr Marsh advised that he had received a complaint from a resident regarding the work taking place at The Red Lion Pub, the resident is concerned about the safety of pedestrians in the area.
- Cllr DeVeaux reported ongoing traffic issues on Sheffield Lane and advised that speed cameras had been requested previously but the requests have not been actioned.

The Clerk agreed to report all the matter to the relevant departments at RMBC and to raise the concerns regarding the traffic on Sheffield Lane to the Borough Councillors.

### **73/2020 To Discuss Open Matters Relating to the Parish:**

- Damaged/missing manhole cover: Sheffield Lane/Waverley View: Resolved.
- Fly tipping: St Mary's Drive: Ongoing.
- Graffiti issues on bridge leading from St Mary's Drive: Ongoing.
- Abandoned shopping trolley's: Ongoing.
- Abandoned bins: Ongoing
- Litter issues: High Hazel Crescent: Resolved as the village caretaker is working in the area regularly.

- Sheffield Lane: Grass verge issue: Ongoing.
- Dog fouling issues: Poplar Way recreation ground: Ongoing. Cllr DeVeaux advised that Brinsworth PC have provided extra bins for the public to use.

**74/2020 Meetings:** None attended.

**75/2020 Council vacancies:** The Clerk advised that there are currently three vacancies, two applications have been received from Catcliffe residents. Council agreed to the applicants being co-opted at the next meeting.

**76/2020 Neighbourhood Watch Scheme:** Cllr DeVeaux provided the Council with an overview of the scheme and advised that the scheme could be managed by individuals or the Parish Council. Council agreed for Cllr DeVeaux to co-ordinate the scheme and promote via Facebook and the website.

**77/2020 Highways and Footpaths:**

- **Reduction of New Brinsworth Road speed limit:** No updates received. Clerk to contact RMBC.
- **Community Litter Pick:** Council agreed to review the project in August.
- **A630 Parkway Maintenance:** Cllr Pashley advised that requests for information and updates had been sent to Balfour Beatty and RMBC but no replies had been received. MP Sarah Champion has been informed of the issues regarding obtaining updates from both parties involved in the project; who has now written to Sharon Kemp for an update. The Clerk advised that if the companies did not respond to freedom of information requests within the required time, they could be fined by the Information Commissioners Office.

**78/2020 Matter relating to recreational grounds:**

- **Maintenance and repairs:** Council approved the risk assessment and agreed to reopen the play areas once signs had been erected to advise members of the public how to use the areas safely. Cllr Marsh advised that several of the newly planted Poplar trees had died due to the dry weather conditions. Cllr Tideswell agreed to carry out a survey to see how many require replacing.
- **Football club fees:** The Clerk advised that a request for a reduction in fees for the 2019-2020 season had been received from Cotts FC due the team not using the facilities since March. Council agreed to a reduction of £100 for all teams. A new team have enquired about using the facilities on a Saturday, they would like to mark out a smaller pitch at the side of the junior pitch and will fund the cost for this. Council approved the request. The Clerk advised that the hirers of the facilities have not signed agreements, Council agreed that the teams should be issued with a tenancy agreement.
- **To approve the play area designs for Poplar Way and Highfield View:** The Clerk advised that the application for funding had been unsuccessful, the Council have three options:
  1. Allocate the £29,151 to the Poplar Way Area and ask the contractors for new designs.
  2. Seek further funding although most large fund providers are concentrating on COVID-19 projects.
  3. Apply for a loan from the Public Works Loan Board.

Council agreed to option 1.

**79/2020 Matter relating to the Memorial Hall:**

- **Bookings:** The Clerk advised that enquiries are increasing but the restrictions in place make it difficult for most events to take place. A dog training session is taking place in the garden twice a week with a maximum of five people per group.

- **Health and safety and maintenance issues:** Council approved the risk assessment to enable the hall to be reopened. The Clerk advised that the millennium clock has been reinstated and the roof has been repaired.

#### 80/2020 Planning:

- **To review and approve applications:** None.
- **To review planning determinations:**
- **RB2020/0233:** Boundary Outlet Poplar Way: External alterations including 2 No. canopies, relocation of coffee shop within the store and space returned to retail, change of use of 520 sq. metres of retail floor space to a pizza restaurant Class A3 with outside seating area: **GRANTED CONDITIONALLY.**
- **RB2020/0603:** land adj Advantage House Poplar Way: Display of various illuminated & non-illuminated signs: **GRANTED CONDITIONALLY.**
- **Other planning matters:** None.

#### 81/2020 Correspondence:

- YLCA: White Rose Update
- YLCA: Training Schedule (Webinars)
- RMBC: COVID-19 Updates
- SYPTE: Public Transport Updates
- YLCA: Model Code of Conduct Consultation until 17<sup>th</sup> August 2020
- SYPTE: Bus Service Review Report
- YLCA: NALC Guidance – Compliance with The Public Sector Bodies (websites and mobile applications) (no.2) Accessibility Regulations 2018

**82/2020 Parish Council Website:** The Clerk advised that the website needs checking for compliancy and Mark Lambert is migrating the website to a new account managed by the Council.

**83/2020 Newsletter:** Council agreed to provide an Autumn newsletter.

#### 84/2020 Events:

- **Civic Service:** Council agreed to arrange a thanksgiving service to thank all voluntary groups who have assisted the local community throughout the COVID-19 pandemic.
- **History Day:** Cllr DeVeaux to provide an update at the next meeting.

**85/2020 Staffing:** No updates.

#### 86/2020 Finance:

- **To approve the monthly budget monitoring:** Council reviewed and approved the budget and corresponding bank statements
- **To approve the year end accounts for 2019-2020:** Council approved the accounts and Cllr Marsh signed the accounts.
- **To review the internal auditors report for 2019-2020:** Council reviewed and approved the report.
- **To approve and sign the Annual Governance Statement for 2019-2020:** Council approved the statements and Cllr Marsh signed the document.
- **To approve and sign the Accounting Statements for 2019-2020:** Council approved and Cllr Marsh signed the document.
- **To approve the accounts for payment:** Council approved the following online payments:
 

1 <sup>st</sup> April 2020	Active Regen	£1,000.00
1 <sup>st</sup> April 2020	M Pickering	£14.99

1 <sup>st</sup> April 2020	Internal transfer	£24.00
8 <sup>th</sup> April 2020	S Youngman	£126.22
8 <sup>th</sup> April 2020	HMRC	£508.30
8 <sup>th</sup> April 2020	Wages	£1,899.89
20 <sup>th</sup> April 2020	Vulcana Gas	£426.00
13 <sup>th</sup> May 2020	Wages	£1,899.49
13 <sup>th</sup> May 2020	YLCA	£561.00
13 <sup>th</sup> May 2020	S Youngman	£88.48
10 <sup>th</sup> June 2020	M Pickering	£54.05
10 <sup>th</sup> June 2020	CISWO	£89.03
10 <sup>th</sup> June 2020	S Youngman	£246.39
10 <sup>th</sup> June 2020	Wages	£1,899.69
10 <sup>th</sup> June 2020	Internal transfer	£12.00
8 <sup>th</sup> July 2020	S Youngman	£120.80
8 <sup>th</sup> July 2020	Time Assured Ltd	£2,382.00
8 <sup>th</sup> July 2020	Wages	£1,899.69
8 <sup>th</sup> July 2020	Malden Roofing	£456.00
8 <sup>th</sup> July 2020	P&N Accountants	£432.00
10 <sup>th</sup> July 2020	Zurich Insurance	£1,602.58

Cllr DeVeaux approved the payments.

- **To approve Financial Regulations:** Deferred.

**87/2020 Items for future agenda:** Cllr Marsh requested for Mandy Ardron from RMBC to be invited to the next meeting to discuss how the Parish Council and RMBC can continue to work together to improve the local community.

There being no further business the meeting closed at 8pm.