



Minutes of the Parish Council Meeting Held on Wednesday 14th July 2021

In Attendance: Cllr Cooper (Chair), Cllr Marsh, Cllr DeVeaux, Cllr S Pashley, Cllr J Pashley, Cllr Simpson J Samuels (Clerk)

- 50. To note apologies and approve reasons for absence:** Cllrs Vickers & Green, Borough Cllrs Brooke & Miro
- 51. To receive declarations of Interest:** Cllrs J & S Pashley item 68 “b”
- 52. Fifteen-minute public discussion period:** no public in attendance
- 53. To approve the minutes of the Parish Council meeting held on 16th June 2021:** The minutes were approved and signed by the Chair as a true record. **RESOLVED 40.**
- 54. To approve the minutes of the Extra Ordinary meeting held on 28th June 2021:** The minutes were approved and signed by the Chair as a true record. **RESOLVED 41.**
- 55. To note matters arising from the minutes, not on the agenda:** the fun fair held on the recreation ground had been a success, all procedures prior to the event had been followed. There was positive feedback from the community surrounding the fair and it was agreed that it had been well organised.
Action: the Clerk to send a letter of appreciation to the Farrars Fun Fair.
- 56. To receive Borough Councillors report:** nil.
- 57. To discuss matters relating to the Parish and assign ownership.**
- Litter Picks – it was agreed to make a decision on re-starting the litter picks at the meeting in August.
 - Blitz Day for Catcliffe 2021/22 – It was agreed that the area to focus on this time is from Morrison's roundabout on Poplar Way, around the bus stop (bushes to be cut back etc), the hedge on Waverley side below JTF and also the "Rec" side of road (this was cut back last year). Gutter cleaning etc. **RESOLVED 42. Action: Cllr S Pashley to check with Land Terriers that the areas belong to RMBC/Highways.**
- 58. To discuss open matters relating to the Parish:** there is a trailer billboard advertising a building company parked on Sheffield Lane. **Action: the Clerk to report to RMBC.**
- 59. To discuss updates from any meetings attended by Council members:** nil
- 60. To Receive a Brief Flood Committee Update:** the draft Emergency Flood Plan has been forwarded to Martin Hughes, RMBC, for clarification on who is responsible for certain points (RMBC or Parish Council). Keys for the locks on Frederick Street and Mappins Road are in the process of being distributed to volunteer keyholders. RMBC had informed the Parish Council that

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Strata had no legal obligation regarding restoring the French drain and resolving the flooding issues on Bluemans Way and had advised residents to install their own drainage solutions; it was agreed that there was not anything further the Parish Council could do to assist. **RESOLVED 43. Action – the Clerk to inform the residents.**

61. To Receive a Brief Neighbourhood Watch Update: further incidents of stone throwing near the viaduct had been reported to the Transport Police.

62. To consider the terms of reference for the Highfield View Park Working Party: considered under item 63.

63. To consider forming a Finance Committee: recent issues with the Highfield View Park and the traveller encampment had highlighted the need to review existing and implement new procedures. It was proposed and agreed that a Finance and Premises Committee (F & P Committee) is formed to look at all finance, funding, premises, parks and land matters, would meet a minimum of 3 times a year and comprise of Cllr S Pashley, Cllr J Pashley, Cllr DeVeaux, Cllr Cooper & Cllr Marsh. The F & P Committee would incorporate the remit of the Highfield View Park Working Party. The first meeting to be held on 20th July at 6.00pm in the Memorial Hall meeting room. **RESOLVED 44.**

64. To consider forming a Committee/Working Party to draft procedures for illegal occupation of Parish Council land and/or premises: covered under item 63.

65. To receive updates: Parish Council website: the website is up-to-date.

66. To discuss Parish Council vacancies: there had been 2 recent enquiries but neither person had submitted a formal application. **Action – new notices to be displayed (Cllr DeVeaux - website & Facebook, the Clerk – notice boards)**

67. To consider and review the Parish Council’s insurance renewal schedule: the quote from Zurich was approved subject to the portacabins and equipment being removed; these are owned by the Bowling Club and not the Parish Council. **RESOLVED 45. Action – the Clerk to establish if the bowling club had its own insurance cover.**

68. To discuss highways: maintenance requirements and Issues:

- a. Sheffield Lane Traffic Issues – Andy Butler, RMBC, invited to August’s Parish Council meeting to discuss issues.
- b. A630 Parkway Maintenance – now 6 months into the 18 months programme of works.
- c. Purchase of CCTV – no response from RMBC regarding cost of signage. **ACTION – Clerk to chase.**
- d. Fly Tipping and Litter – matters now addressed.
- e. Waverley Lake Footpath – no update.
- f. M1 Rother Lane Bridge & Long Lane Bridge, essential maintenance – noted.

69. To discuss: matters relating to recreational grounds and play areas.

- a. Football Pitch Fees for 2021/22 – to be under the remit of the F & P Committee.
- b. Poplar Way, Annual Inspection of Play Equipment – findings to be addressed under the remit of the F & P Committee.
- c. Tree Inspection Report – to be rescheduled due to the siting of the caravans from the fun fair.
- d. Entrance to Poplar Way Play Area – to be under the remit of the F & P Committee
- e. Poplar Way Fencing – deferred.
- f. Ownership of Land at Highfield View – deferred to F & P Committee

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- g. Village Green Status, Land off Orgreave Road – the land is owned by RMBC not the Parish Council so unable to progress. **RESOLVED 46.**
- h. Traveller Encampment on Recreation Ground – protocols/procedures to be formed under the remit of the F & P Committee.

Cllr Simpson left the meeting

- i. Recreation Ground, Land Registry – **Action – the Clerk to obtain a quote for the Parish Council to register ownership of the land.**
- j. Request to Hold Car Boots Sales on Recreation Ground – it was agreed that due to the imminent security measures that would restrict vehicles being able to access the recreation field and potential issues with carparking, the request is not granted at this point in time. **RESOLVED 47.**

Standing Orders were suspended to allow for the remaining agenda items to be considered.

70. Memorial Hall:

- To consider the Revised Terms of Use and application for to hire the venue – approved. **RESOLVED 48.**
- To consider providing cover for the Caretakers annual leave (16th to 22nd August) – it was agreed that Cllrs would provide cover and this is to be arranged at the meeting on 11 August.
- To consider Balfour Beatty use of the hall without charge for community meetings – it was suggested that the RMBC and South Yorkshire Police Community meeting might link into this - approved. **RESOLVED 49. Action – Cllr S Pashley to contact Balfour Beatty regarding dates and times.**

71. Planning:

- a. To review and discuss new applications – nil.
- b. To review planning determinations - nil.
- c. To discuss other planning matters – motorway service station application discussed.

72. To note all correspondence received and consider any necessary action.

- a. Weekly Planning List
- b. Licensing New Applications
- c. VAR Bulletin
- d. YLCA Training Bulletin
- e. SYFAB Funding News
- f. WAVE Magazine
- g. Military Community Veterans Centre
- h. White Rose Update
- i. The Queen's Platinum Jubilee Beacons, 2nd June 2022 – suggestions for celebrating the jubilee to be discussed at the meeting to be held on 11th August.
- j. SYPTE - Notice of Intention to Prepare an Enhanced Partnership Plan & Enhanced Partnership Scheme

73. Staffing Matters – date for next Staffing Committee meeting set for 20th July at 2pm in the meeting room at the Memorial Hall.

74. Finance:

- a. To approve the monthly budget monitoring and bank statements – approved, budgets to be reviewed by the F & P Committee. **RESOLVED 50.**
- b. To approve accounts for payment – approved. **RESOLVED 51.**
- c. To consider and review the income & expenditure at the recreation ground – to come under the remit of the F & P Committee.

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- d. Active Regen Programme funding 2021/22 – a discussion took place on which budget heading the allocation had been put under. To come under the remit of the F & P Committee. **Action – Cllr Marsh to identify which budget heading the funding had been allocated to.**
- e. To consider the amount of overtime worked by the Clerk due to the increased workload from the closure of Highfield Park and the illegal traveller encampment – it was agreed that the 21.5 hours overtime incurred by the Clerk be submitted for payment rather than taken as time off in lieu. **RESOLVED 52.**
- f. To consider the quote(s) for repairing the fire damage at the Poplar Way Playground – the Clerk had submitted an insurance claim for the damage. The quote for repairs was approved. **RESOLVED 53.**

75. To approve items for next agenda – Complaints Policy, Parish Council Newsletter, Hogweed, Queen’s Platinum Jubilee celebrations.

76. To approve the date of the next meeting – due to the major issues the Parish Council has recently experienced was agreed that a meeting be held on 11 August 2021. **RESOLVED 54.**

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