



## **Minutes of the Parish Council Meeting Held on Wednesday 8<sup>th</sup> September 2021**

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

- 104. To note apologies and approve reasons for absence – Cllr Brookes.**
- 105. To consider exclusion of the press and public by virtue of Public (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed – nil.**
- 106. To receive declarations of Interest – Cllrs S & J Pashley item 112 “f”.**

**Fifteen-minute public discussion period** – Mr Andy Butler from RMBC’s Highways Department attended to discuss the traffic surveys that had been carried out on Sheffield Lane. Surveys had been carried out in 2015 and in March 2021 and the general findings on speed and volume in traffic were satisfactory showing little change. It was accepted that the survey carried out in 2021 was done in unusual circumstances due to the Covid pandemic but, the numbers recorded, did not show any breaches of the 30mph speed limit or indicate that the road was being used as a rat-run. The Parish Council expressed it still had concerns on the number of drivers ignoring the access only signage and the speed of vehicles and Mr Butler suggested a further traffic survey should take place with one point being sited near the access only sign to see how many vehicles did go beyond it. Enforcement of the traffic regulations is the responsibility of South Yorkshire Police and it was generally accepted that this is a low priority for them. Cllr Simpson mentioned that, as a previous Ward Cllr, he had made several requests for visual and physical additions to help control the rat run/short cuts, particularly the residents request for the top end of the lane with Poplar Road junction being reduced to form a narrower exit to stop traffic entering from that direction. (i.e. one way/one width) which was said could be designed with the new estate road. The suggestions also included, at the other end a small deterrent buttress, with disabled tactile footway, line marking to deter right turning from Blue Mans Way (Sheffield Lane residents can still carefully manoeuvre around into Blue Mans Way). Various other suggestions to reduce/slow traffic were discussed but, without any issues being highlighted on the traffic surveys, it was thought that action would not be a RMBC priority, the results of a new survey are awaited but in the meantime the Parish Council would ask for the 20mph speed limit at the entrance for the new housing development off Blue Mans Way to be extended along all of Sheffield Lane. **RESOLVED 1.** Mr Butler was thanked for his attendance and left the meeting.

- 107. To approve the minutes of the Extraordinary meeting held on 6<sup>th</sup> August 2021 – the minutes were approved and signed by the Chair as a true record. RESOLVED 2.**
- 108. To approve the minutes of the Parish Council meeting held on 11<sup>th</sup> August 2021 – the minutes should show that Cllr Green did attend the meeting, they were then approved and signed by the Chair as a true record. RESOLVED 3.**

109. To note matters arising from the minutes, not on the agenda – nil.
110. To receive Borough Councillors report – no Cllrs in attendance.
111. To discuss matters relating to the Parish and assign ownership – nil.
112. To discuss open matters relating to the Parish:
- a. To consider Queen’s Platinum Jubilee Celebrations 2<sup>nd</sup> June 2022 - deferred
  - b. Tree Inspection Report – significant issues had been highlighted and quotes for the work are being obtained. RMBC had been informed that some of the trees in need of work are on its land.
  - c. Poplar Way Fencing – this relates to fencing off Orgreave Road at the recreation ground; the land owner had been written to and asked to tidy the land and improving the fencing.
  - d. Recreation Ground (Land Registry) – a response from the solicitor to ascertain if the land had been registered and what the benefits of registering are.
  - e. Sheffield Lane Traffic Issues – discussed under 107.
  - f. A630 Parkway Maintenance – work is now underway on the second phase. Balfour Beatty are holding public information sessions at the Memorial Hall on Tuesdays between 11am and 1pm.
  - g. Purchase of CCTV signage – the location of signs is required by RMBC. It was agreed that the signs would be located at entrance into the village points; at the bottom of Whitehill Lane, New Brinsworth Road and on Orgreave Road. Due to budget constraints, it was agreed that the Clerk should obtain costings from RMBC but the purchase and installation of the signs to be included in the budget allocations for 2022/23.
  - h. To set a date for the resumption of litter picks – due to a regular booking at the hall on a Saturday from 9am to 1pm it was thought that the litter picking should be run from the resident’s centre. A date to be set at the October Parish Council meeting. **Action: Cllrs Cooper and Pashley to liaise with Mandy Arden regarding use of the centre and the Clerk to confirm meeting room access with hall hirer.**
  - i. Blitz Day for Catcliffe 2021/22 – although the location of the Blitz Day had been previously agreed a discussion ensued as to if the work to be carried out should be done under RMBC routine maintenance programme. As the date for the Blitz was 12<sup>th</sup> October, and no other locations had previously been suggested, that the agreed works should go ahead and that, in future, and complaints received about overgrown hedges etc should be reported to RMBC.  
**RESOLVED 4.**
  - j. Damaged gate on the public bridleway near the Bluemans Way estate - the Parish Council had been informed the path is not a public bridleway. **Action: the Clerk to contact Land Terriers to ascertain ownership of land.**
  - k. Parish Council Newsletter – Cllr Marsh had not been able to find the details of the previous publisher to ascertain lead-times and prices. A discussion followed on, due to budget constraints, should the newsletter be left until the new financial year but it was agreed that it is a key way of the Parish Council communicating with residents. **Action: Cllr S Pashley had identified a local printer and would obtain a quote, the Clerk to view invoice for Spring 2020 newsletter to ascertain number of leaflets printed.**
113. To discuss updates from any meetings attended by Council members - nil.
114. To Receive a Brief Flood Committee Update – no meeting held, feedback from RMBC on draft plan still awaited.
115. To Receive a Brief Neighbourhood Watch Update – meeting scheduled for 6.30pm on 23/9/21.

116. To Receive a Brief Finance & Premises Committee Update:
- The lease for the allotments had been considered for re-issue
  - A meeting has been arranged with a representative from the Bowling Club to discuss the renewal of their Agreement.
  - Quotes were being sought on the recommendations made in the legionella report
  - The Memorial Hall would be closed over the Christmas period on 25/12/21 and re-open on 04/01/2022.
  - Measures to prevent unauthorised vehicle access on the recreation field were ongoing. It was thought that funding from the RMBC Leadership Fund could be secured to purchase and install a further gate at the Orgreave Road entrance. Haworth's are assisting in providing more large boulders and there may be cost implications to enable the work to progress. It was agreed that Cllr J Pashley has approval to spend up to £500 for the work to be carried out. **RESOLVED 5.**
117. To receive updates: Parish Council website – Cllrs telephone numbers and email addresses are given on the website. **Action: Cllr DeVeaux to contact YLCA to clarify information required.**
118. To discuss Parish Council vacancies – the Notice of Vacancy in Office of Councillor following the resignation of Cllr Vickers is now displayed.
119. To discuss highways: maintenance requirements and Issues – nil.
120. To discuss: matters relating to recreational grounds and play areas – the entrance gate to the pavilion and the shutter are in need of attention. **Action: Cllr J Pashley to attend and identify repair.**
121. Memorial Hall – the hall was being well used in the evenings. Weekend bookings were being made but often cancelled without any notice being given.
122. Planning:
- a. To review and discuss new applications noted.
    - RB2021/0777 - land off Mitchell Way Catcliffe, Construction of a mixed use centre including a supermarket, retail and services, services (Use Classes Class E (a&c)), food and drink uses (Use Classes E(b) & Sui Generis), gymnasium (Use Class E(d)), offices (Use Class E(g)), community centre (Use Class F2(a and b)), 10 No. wellinghouses (use Class C3) and associated car parking including an overflow car park to the north of Stephenson Way, provision of a transport hub on Highfield pring, provision of landscaping & public realm, vehicular & pedestrian access/egress and related infrastructure
  - b. To review planning determinations.
  - c. To discuss other planning matters – Cllr S Pashley provided an update regarding the drainage on the Motorway Services application.
123. To note all correspondence received and consider any necessary action.
- a. Weekly Planning List
  - b. Licensing New Applications
  - c. YLCA Training Bulletin
  - d. Email from a member of the public concerning damage to a driveway and fence – the damage was thought to be as a result of trees being removed and a French drain being installed during a Barratts Housing development. It was agreed that this is primarily a civil matter between the two parties but agreed to refer the matter to the Flood Committee to see if it could provide any assistance. **RESOLVED 6. Action: the problem to be considered by the Flooding Committee.**

**124.** Staffing Matters – update from the Staffing Committee on employees’ job descriptions, pay scales, contracts. Deferred, work is underway, next Staffing Committee meeting 21/9/21.

**125.** To consider adopting a Complaints Policy – the draft previously circulated was adopted. **RESOLVED 7.**

**126.** Finance:

- a. To approve the monthly budget monitoring and bank statements - approved.
- b. To approve accounts for payment – approved

Employees	Salaries	£1,998.73
SSSystems	Repairs/Maintenance	£718.20
J Samuels	Laptop Repairs/Bullguard	£55.00
Gloaming Tree Surgery	Inspection Report	£420.00
Lightmain	Repairs to Matting - Poplar Way Park	£831.60
Active Re-gen	2 x Summer Camps	£2,000.00
PRH Solicitors	Illegal Occupation Rec Ground Letter	£240.00
Memorial Trust a/c	Transfer of Hall Hire	£160.00
J Samuels	Mobile Phone Top-Up	£15.00
	<b>Total £</b>	<b>£6,438.53</b>

- c. Funding opportunities – Cllr Cooper to meet with the Clerk to progress an application for the next financial year.

**127.** To approve items for next agenda - nil

**128.** To approve the date of the next meeting – 13<sup>th</sup> October 2021. **RESOLVED 8.**

Meeting closed at 8.45pm

Signed - \_\_\_\_\_

Date - \_\_\_\_\_