



## Minutes of the Parish Council Meeting Held on Wednesday 13<sup>th</sup> October 2021

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

129. To note apologies and approve reasons for absence – Cllr Simpson, Cllr Miro
130. 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.
131. To receive declarations of Interest – Cllrs S & J Pashley item 137 “f”.
132. Fifteen-minute public discussion period - nil.
133. To approve the minutes of the Parish Council meeting held on 8<sup>th</sup> September 2021 – the minutes were approved and signed by the Chair as a true record. **RESOLVED 1.**
134. To note matters arising from the minutes, not on the agenda – the Blitz day had taken place, quite a few areas had been covered but work on Sheffield Lane had been restricted due to the roadworks. It had not been possible to establish ownership of the land near the bus stop on Poplar Way – Highways had said it is not their responsibility; it may be owned by Morrisons. **Action: the Clerk to write to Morrisons to seek clarification on land ownership.**
135. To receive Borough Councillors report – no Cllrs in attendance.
136. To discuss matters relating to the Parish and assign ownership – tankers have been working at the New Street Pumping Station. **Action: Cllrs J & S Pashley to monitor.**
137. 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. Only 1 quote submitted to date.
  - c. Fencing off Orgreave Road near the recreation ground; the land owner had been written to and asked to tidy the land and improving the fencing – no response from land owner.
  - d. Recreation Ground (Land Registry) – still awaiting a response from the solicitor to ascertain if the land had been registered and what the benefits of registering are.
  - e. Damaged gate near Bluemans Way – resolved.
  - f. A630 Parkway Maintenance – work is now 9 months into the 18 months programme. Balfour Beatty have held public information sessions.
  - g. Purchase of CCTV signage – still awaiting the quote from RMBC.

- h. To set a date for the resumption of litter picks – potential safeguarding issues for when the hall and meeting room are used by different groups were discussed. **Action: to be referred to the Finance and Premises Committee for consideration.**
- i. Damaged gate on the public bridleway near the Bluemans Way estate – resolved.
- j. Parish Council Newsletter – **Action: the Clerk to circulate the quote, Cllr Pashley to request samples of the publishers' work.**

**138.** To discuss updates from any meetings attended by Council members - nil.

**Cllr Green left the meeting.**

**139.** Finance:

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

Employees	Salaries	£1,961.18
HMRC	2nd Quarter NI & Tax Contributions	£1,341.43
Cllr J Pashley	Hather Plant Hire	£360.00
Direkt Doors	Pavilion Shutter Service	£95.00
YLCA	J Samuels - Policies Training	£22.50
J Samuels	Complex Computer - Hard Drive	£35.00
Vulcana Gas	Memorial Hall - Heater Service	£438.00
PKF	External Audit	£480.00
SSSystems	Memorial Hall - Maintenance	£493.80
Worrall Bus. Sup	Stationery & Cleaning Products	£157.07
T Downing	Recreation Ground Gate Keys	£20.00
	<b>Total £</b>	<b>£5,403.98</b>

- c. Funding 2022/23 – Active Regen had cancelled the programme for October half-term without consultation and asked to be able to transfer the programme to the February 2022 half-term - approved. It was agreed to invite a representative from Active Regen to attend a Parish Council meeting and provide an update on the numbers that had attended the programmes this year and funding costs for 2022/23. **Action: the Clerk to invite Gary Whitaker to attend a meeting.**
- d. Conclusion of audit for 2020/21 - Council members received the report from the auditor stating: Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. **RESOLVED 2.**
- e. To consider and review the asset register – referred to the Finance and Premises Committee. **RESOLVED 3.**

**140.** To Review Committee Members and Attendance at Meetings – the Flood Committee meeting due to be held on 5 October 2021 was not quorate; apologies for absences had not been received. A discussion followed on the times of days meetings were being held and members on committees. **Action: the Clerk to circulate lists of members on all committees. Confirmation of attendance at meetings should be sought when agendas are sent out.**

**141.** To Receive a Brief Flood Committee Update – in light of the meeting due to be held on 5/10/21 not being quorate, Cllr J Pashley had circulated an update.

**142.** To Receive a Brief Neighbourhood Watch Update – deferred.

143. To Receive a Brief Finance & Premises Committee Update and Consider the following:
- a. the Bowling Club's new agreement – approved. **Action: the Clerk to issue the new agreement to the Bowling Club. RESOLVED 4.**
  - b. donating the portacabin shown on the Asset register to the Bowling club – approved. **RESOLVED 5.**
  - c. the funding of a new gate at the Orgreave Road entrance to the recreation ground from the Ward Councillors had been approved; the successful quote is from Steel Services Company Ltd. **RESOLVED 6.**
144. To receive an update from the Staffing Committee and to consider the recommendations for the revised pay scale, job descriptions and terms of employment for the Memorial Hall Caretaker, Pavilion Caretaker and Litter Picker – all the recommendations were approved and are to be adopted as soon as possible. Various policies are being considered and will be recommended for approval at a later date. **RESOLVED 7.**
145. 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.**
146. To discuss Parish Council vacancies – there are now 2 vacancies advertised.
147. Training – the suggestion to consider having Cllrs specialising in a particular area (e.g. staffing, finance, funding) was generally supported. Budget implications to be considered for 2022/23 and the item to be reconsidered in the new year.
148. To discuss highways: maintenance requirements and Issues – a discussion took place on the suitability of the tarmac used on the recent Sheffield Lane roadworks and Cllr Miro's comments on the state of the roundabout near the Family Shopper; it was generally agreed that the roundabout is in a good condition.
149. To discuss: matters relating to recreational grounds and play areas:
- a. Litter bin on Highfield Road – it was agreed that the swing bin be removed to stop litter being tipped out. **RESOLVED 8.**
  - b. To consider the payment of the football teams' invoices in 2 installments – it was agreed that payment could be made in installments for this year however the teams should be made aware that the conditions of use for the recreation ground are being reviewed and it is expected that the teams will need to adhere to the terms in future. **RESOLVED 9.**
150. Memorial Hall
- a. To agree re-planting timescale and location of plants and trees – it was agreed to re-plant the shrubs/plants around the Memorial Hall's grounds and to see if any of the allotment holders could make use of the trees. **RESOLVED 10.**
  - b. Memorial Hall Trust: to consider the Constitution and discuss the aims of the Trust – before this can be establish the Clerk to contact a previous Clerk to obtain a copy of the constitution and seek clarification on the trust and trustees.
151. Planning:
- a. To review and discuss new applications - noted.
  - b. To review planning determinations.
    - i. RB2021/0037 Erection of 76 No. dwellinghouses with associated access & landscaping at land West of Blue Mans Way Catcliffe for Strata Homes & Great Places Housing Group – granted with 28 conditions, one of which is to submit a Flood Plan to RMBC. **Action; the Clerk to request sight of the report.**
  - c. To discuss other planning matters – nil.

- 152.** To note all correspondence received and consider any necessary action.
- a. Weekly Planning List
  - b. Licensing New Applications
  - c. YLCA Training Bulletin
  - d. NALC policy consultation briefing – Local Nature Recovery Strategies
  - e. The Yorkshire Series: Helping communities understand, prepare & respond to flooding
  - f. Proposed diversion of Footpath No.2 Catcliffe
  - g. Code of Conduct
  - h. Remembrance Day Service – a wreath had been ordered for the service on 14 November.

**153.** To approve items for next agenda – promoting woman’s football

**154.** To approve the date of the next meeting – 10<sup>th</sup> November 2021. **RESOLVED 11.**

Meeting closed at 8.35pm

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

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