



## Minutes of the Parish Council Meeting Held on Wednesday 10<sup>th</sup> November 2021

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

- 155. To note apologies and approve reasons for absence – Cllr Brookes**
- 156. 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.**
- 157. To receive declarations of Interest – Cllrs S & J Pashley item 163 “e”.**
- 158. Fifteen-minute public discussion period –** Mr Whitaker from Active Regen attended the meeting to discuss the programme that had taken place this year and the proposed agreement for next year. Attendance at this year’s children’s programmes had been relatively low but this reflected the trend for all organisations following the Covid-19 pandemic. Instances of parent/carers booking their children on the sessions but failing to attend were increased; implementing a charge for the sessions may be a barrier to those the sessions are aimed at. The elderly persons’ mobility classes are always well attended. A discussion followed on the potential loss of hall hire income when the Active Regen sessions are running and the perceived value for money of the programmes. Mr Whitaker confirmed that Active Regen would submit a programme for the next financial year and there would be no increases in charges. All budgets and funding for 2022-23 will be considered at the next meeting of the Finance and Premises Committee and recommendations submitted to the Parish Council. Mr Whitaker was thanked for his attendance and left the meeting.
- 159. To approve the minutes of the Parish Council meeting held on 13<sup>th</sup> October 2021 – the minutes were approved and signed by the Chair as a true record. RESOLVED 1.**
- 160. To note matters arising from the minutes, not on the agenda –** Ownership of the land near the bus stop on Poplar Way is still to be established, the land is not owned by Morrisons.
- 161. To receive Borough Councillors report –** no Cllrs in attendance.
- 162. To discuss matters relating to the Parish and assign ownership**
  - a. Promoting Women’s Football –** Rotherham is due to host some of the UEFA Women’s Euro matches in 2022, Cllr Simpson suggested to try and promote and encourage women to play football in Catcliffe. A discussion followed on who would run any sessions and where and when they could take place. **Action: Cllrs Simpson & DeVeaux to progress**
  - b. Items for Parish Council Notice Boards –** the Clerk had been asked if Brinsworth Parish Council notices could be displayed on the notice boards around Catcliffe. It was agreed that Catcliffe Parish Council’s notice boards should only contain information from Catcliffe Parish Council. **RESOLVED 2.**

**163. 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 – despite having contacted several Tree Companies only 2 quotes had been obtained. It was agreed to accept the quote from South Yorkshire Tree Services.

**RESOLVED 3.**

- c. Fencing off Orgrave Road near the recreation ground; the land owner had been written to and asked to tidy the land and improving the fencing – the grass has been cut but numerous items of rubbish have been left on the plot and the fencing to the recreation ground side is in poor repair. **Action: The Clerk to establish ownership of the fencing to the side of the recreation ground.**
- d. Recreation Ground (Land Registry) – there has been no response from the solicitor to ascertain if the land had been registered and what the benefits of registering are. **Action the Clerk to request the information again.**
- e. A630 Parkway Maintenance – work is now 10 months into the 18 months programme. Work has started on piling and felling trees.
- f. Purchase of CCTV signage – still awaiting the quote from RMBC.
- g. To set a date for the resumption of litter picks – deferred
- h. Parish Council Newsletter – Examples of published work had been obtained.
- i. Active Regen Funding – referred to Finance & Premises Committee
- j. To Review Committee Members and Attendance at Meetings – it was asked that all Cllrs check their Parish Council email account on a regular basis and, upon receipt of agendas, confirm attendance at meetings. Members on Committees were reviewed and the following agreed:
  - Flood - Cllrs J Pashley (Chair), Marsh, & S Pashley. It was agreed that meetings would be held in an evening after 6pm.
  - Neighbourhood Watch – Cllrs DeVeaux (Chair), J Pashley & S Pashley
  - Finance & Premises – Cllrs DeVeaux (Chair), J Pashley, S Pashley, Cooper, Marsh. It was agreed that meetings would be held in evenings after 6pm
  - Staffing – Cllrs Cooper (Chair), S Pashley, J Pashley, DeVeaux – it was agreed that meetings would be held during the daytime

**RESOLVED 4.**

- k. To Review Personal Information Included on the Parish Council Website – YLCA has confirmed personal details such as home addresses do not have to be shown. **RESOLVED 5.**
- l. To Review the Memorial Hall and Trustees – a copy of the Trust’s constitution has now been received but some paragraphs were missing. **Action: the Clerk to request a complete copy from the Charities Commission and request advice from YLCA.**

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

**165.** Finance:

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

Employees	Salaries	£1,961.18
YLCA	J Samuels - Budget Setting Webinar	£22.50
J Samuels	4 x Recreation Ground Padlock Keys	£21.00
Worralll Busines Supplies	Stationery & Cleaning Products	£147.65
Memorial Trust ac	transfer of hall hire payment	£308.00
Royal British Legion	Wreath	£25.00
RMBC	Allotment Deeds	£35.00
	<b>Total £</b>	<b>£2,520.33</b>

- c. To Consider the Date for the 2022/23 Budget and Precept Setting – the Finance & Premises to consider budgets at its meeting on 30 November and prepare a draft for consideration by the Parish Council on 8 December. Budgets and Precept figures to be agreed at the Parish Council meeting in January 2022.
- 166.** To Receive a Brief Flood Committee Update – Cllr J Pashley to attend the workshop organised by RMBC
- 167.** To Receive a Brief Neighbourhood Watch Update – a meeting to be arranged but recent issues in Catcliffe were mentioned.
- 168.** To Receive a Brief Finance & Premises Committee Update – nil.
- 169.** To receive an update from the Staffing Committee & to consider adopting the following policies: Annual Leave, Equal Opportunities (Staffing), Disciplinary, Grievance, Sickness Absence – all the policies were approved and copies would be given to employees along with new contracts.  
**RESOLVED 6.**
- 170.** To receive updates: Parish Council website – Cllr DeVeaux asked that anything wanted to be included on the website is forwarded to himself.
- 171.** To discuss Parish Council vacancies – both vacancies to be re-advertised. **RESOLVED 7.**
- 172.** To discuss highways: maintenance requirements and Issues – cameras had been installed for 1 day on Sheffield Lane and Orgreave Road to carry out a survey.
- 173.** To discuss: matters relating to recreational grounds and play areas:  
a. Quote for repairs to play equipment – it was agreed to try and obtain further quotes.  
**Action: The Clerk to contact Brinsworth PC to ascertain which contractors it uses.**  
b. Quote for plumbing works at the Pavilion – it was agreed to obtain further quotes.  
**Action: The Clerk to gain quotes through Trustpilot or MyBuilder.com**
- 174.** Memorial Hall  
a. Security/storage of items – deferred
- Cllrs Green & Simpson left the meeting.
- 175.** Planning:  
a. To review and discuss new applications - noted.  
b. To review planning determinations – nil.  
c. To discuss other planning matters – nil.
- 176.** To note all correspondence received and consider any necessary action - noted
- 177.** To approve items for next agenda – any items to be forwarded to the Clerk.
- 178.** To approve the date of the next meeting – 8<sup>th</sup> November 2021. **RESOLVED 8.**

Meeting closed at 8.37pm

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

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