



## Minutes of the Parish Council Meeting Held on Wednesday 26<sup>th</sup> January 2022 at 6.00pm

**In Attendance:** Cllr DeVeaux (Chair after 213), Cllr Fernandez, Cllr Green, Cllr Marsh (Chair to 213), Cllr S Pashley, Cllr J Pashley, J Samuels (Clerk).

- 204.** To note apologies and approve reasons for absence – nil  
Absent; Cllr Simpson
- 205.** 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.
- 206.** To receive declarations of Interest – nil.
- 207.** Fifteen-minute public discussion period – no members of the public in attendance.
- 208.** To consider the budget and precept for 2022/23 (discussed after 213) – the draft budget prepared by the Finance and Premises Committee was approved and the precept set at £62,048. The following was also agreed:
- No increase in hire charges for 2022/23 for the football teams
  - No increase in the hall hire charge but, from 1 February 2022, the ad-hoc hirers are to pay for the entire time they use the hall i.e., no time allowed free of charge for setting up or clearing up.
  - No contingency provision allocation in the budget
  - The deficit from expected expenditure and income is to be met from the reserves (bank balance as at 31/3/2022)

### RESOLVED 2.

- 209.** To approve the minutes of the Parish Council meeting held on 8<sup>th</sup> December 2021 – the minutes were approved and signed by the Chair as a true record. **RESOLVED 1.**
- 210.** To note matters arising from the minutes, not on the agenda – nil.
- 211.** To receive the resignation from Cllr Cooper (discussed after 213) – Cllr Coopers resignation was formally accepted. **Action: the Clerk to notify RMBC Electoral Services.** The following appointments were subsequently agreed:
- Parish Council Vice Chair, - Cllr Marsh,
  - Chair to the Staffing Committee – Cllr DeVeaux
  - Member of Finance & Premises Committee – Cllr Fernandez.

### RESOLVED 3.

- 212.** To discuss any urgent matters relating to the Parish and assign ownership – nil.

Cllr DeVeaux arrived

- 213.** To discuss open matters relating to the Parish.
- a. To consider funding options for the provision of exercise classes for the elderly – it was agreed to continue to fund these sessions and there is an allocation in the 2022/23 budget for this. A discussion followed on whether the youth sessions are also required (due to the low attendance rates in the 2021 sessions) and who would provide the sessions. **Action: Cllr Green to obtain quotes for consideration at the Parish Council meeting to be held on 9 February 2022.**

Cllr Fernandez arrived

#### **Items 208 then 211 considered**

#### **214. Finance:**

- a. To approve the monthly budget monitoring and bank statements – approved.
- b. To approve accounts for payment – approved.
- c. To consider the internal auditor and payroll provider – due to an existing conflict of interest, it was agreed that Voluntary Action Rotherham be appointed as the internal auditor for the year ending 31/3/2022 and that P & N Accountants provide the payroll services. **RESOLVED 4.**
- d. To consider number of quotes required for levels of works – it was accepted that there were issues obtaining quotes for work and that 3 quotes are not always possible at the moment. **RESOLVED 5.**
- e. To consider quotes received for:
  - i. Fixed wired testing for pavilion and Memorial Hall – the quote from Orange Tree Electrical was accepted. **RESOLVED 6.**
  - ii. Plumbing work at Pavilion (recommended following Legionella testing) the quote from SAMS was accepted. **RESOLVED 7.**
  - iii. Grounds Maintenance – the quotes obtained were discussed but it was agreed that Cllr Green is to follow up on an enquiry made some time ago and report back to the Parish Council meeting to be held on 9<sup>th</sup> February 2022. **RESOLVED 8.**

- 215.** To consider Delegated Decision Making – due to the resignation of the Clerk, this matter is to be deferred until a new Clerk is in post.

- 216.** To consider options for expenditure of the South Yorkshire Community Foundation Flooding Grant – the Clerk had attended a remote meeting between Todwick, Dinnington and Anston Parish Councils and RMBC officers to discuss the funding. Catcliffe Parish Council has yet to decide on how the funding is to be spent. **Action:** the Clerk to request that the first year's funding is carried over to the second year. **RESOLVED 9.**

- 217.** To consider adopting a Catcliffe Parish Council Contingency Plan – it was agreed it would be sufficient for the Clerk's "handover notes" to be updated and circulated. **RESOLVED 10.**

- 218.** Health & Safety Matters: Risk Assessments and Reporting of Accidents – it was noted that there is considerable work to be done on risk assessments.

- 219.** To discuss: matters relating to recreational grounds and play areas - the recommendation from the Finance and Premises Committee that the Highfield View play equipment is not replaced due to insufficient money available for the repairs and on-going maintenance was accepted. **RESOLVED 11.**

**220.** Memorial Hall – the updated Terms of Use for the hall were agreed subject to an amendment referring to hirers being charged for the entire time they use the hall (i.e., no time free of charge for setting up and clearing up). **RESOLVED 12.**

**221.** Memorial Hall Trust – the information and advice given by Sheena Spence, YLCA, at the discussion held at the Memorial Hall on 24 January 2022 was considered and the following agreed:

- An article explaining the situation with the Memorial Hall Trust and Parish Council to be included in the Parish Council's Newsletter due to be published in April 2022.
- The article should include an invitation for residents to attend the Parish Meeting due to be held in May 2022
- At the Parish Meeting, any interest in forming a Management Committee for the hall could be ascertained.
- If there was insufficient interest shown, the Parish Council would then consider applying to the Charities Commission to change from being the Custodian Trustee to the Sole Trustee.

**RESOLVED 13.**

**222.** Parish Council Newsletter – consideration of charging for advertisements, deadline dates – it was agreed to charge for any adverts in the newsletter (£50 full page, £30 half page, £20 quarter of a page). Cllr DeVeaux would contact local traders to see if they would like to place an advert. Articles to be submitted by 1 March 2022 and the Newsletter would be published and distributed in April 2022. **RESOLVED 14.**

**223.** Planning: noted.

- a. To review and discuss new applications.
- b. To review planning determinations.
- c. To discuss other planning matters

**224.** To note all correspondence received and consider any necessary action; noted.

- a. Weekly Planning List
- b. YLCA White Rose Bulletins
- c. South Yorkshire Local Heritage List
- d. The South Yorkshire Local Heritage List workshop
- e. PCC Consultation – Council Tax Survey

**225.** To approve items for next agenda – to consider the formation of an Events Committee with a view to increasing income generated at the hall and recreation ground.

**226.** To approve the date of the next meeting – 9 February 2022 at 6.30pm

Meeting closed at 8.10pm

Signed: \_\_\_\_\_

Date: \_\_\_\_\_