



Meeting of Catcliffe Parish Council

Wednesday 13th July 2022

Catcliffe Memorial Hall Meeting Room at 6.30pm

In Attendance: Cllr DeVeaux (Chair), Cllr Bayliss, Cllr Marsh, J Huddleston (Clerk), Cllr Amy Brookes

44. To note apologies and approve reasons for absence

Cllrs Fernandez, Green, Simpson – reasons noted

45. To receive declarations of Interest

None

46. 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. *(Agenda item 57)

47. Fifteen-minute public discussion period

The following issues were raised:

- Traffic on Sheffield Lane
- Noise and dust coming from the building site behind Blue Man's Way

48. To approve the minutes of the Parish Council meeting held on 8th June 2022

The minutes were agreed to be a true and accurate record.

49. To note matters arising from the minutes, not on the agenda and approve any action to be taken.

- 29.17 – The Clerk reported that the Parish Council would not get CIL money for the building behind Blue Man's Way as it was social housing and not eligible.
- 32.d – The Clerk reported that she had received confirmation that PKF had received the AGAR and would be in touch if they had any questions

50. To receive Borough Councillors report

Cllr Brookes reported that she had attended a meeting with RMBC highways department about Sheffield Lane and received positive news about work that will take place in the coming months. She asked if anyone had received complaints about bus services being cut in the area as South Yorkshire had not received government funding, resulting in 1/3 of bus services being cut. The Clerk said she would share Cllr Brookes' petition on this on social media. Cllr Brookes addressed resident's concerns about the noise and dust coming from the housing development and said she would raise this with RMBC planning department.

51. To discuss matters relating to the Parish and assign ownership

a. Parish Youth facebook page

Cllr Bayliss said he thought it would be a good idea to get young people running a social media page for the parish council to increase engagement from other young people. It was agreed to keep this as an open item to see if a youth club was started to find young people who may be interested in this.

b. Markets

The Clerk reported that Cllr Simpson had asked this to go on the agenda as he had approached an artisan food market to be held on the recreation ground. Cllrs expressed concerns this should have come to the council for approval beforehand. The Clerk said she had spoken to the market about their requirements and what the Parish Council can offer and the organisation had decided the recreation ground would not be the right venue for their market.

52. Finance:

a. To approve the monthly budget monitoring, bank reconciliation and bank statements

Cllrs checked the income and expenditure and bank reconciliation documents that had been circulated prior to the meeting against the bank statement.

RESOLVED: That the bank reconciliation and income and expenditure for June are approved.

b. To approve accounts for payment

RESOLVED: That the invoices listed in the meeting are approved for payment.

c. To consider and approve no longer taking cash

The Clerk explained that the auditor had pointed out that as the Parish Council don't have a safe or petty cash box they should not be taking cash payments. There is only 1 group left who pay cash, and it had come to light via work with RMBC staff that work will be done with them to get them set up as a community group. Cllr DeVeaux said he would pass the Clerk contact details of the group leader so she could speak to him so this could be discussed again at September's meeting.

d. To receive quarterly budget monitoring

The Clerk reported that the budget monitoring documents had been circulated before the meeting, and showed that spending was generally on track. She highlighted areas likely to over and underspend and suggested adjusting the budget to accommodate this. Cllrs agreed to use £100 of the Miscellaneous budget for the Recreation ground to create a Chairman's Allowance budget.

53. Policies:

a. To review and approve the Operation London Bridge Policy

RESOLVED: That the policy is approved. Cllr DeVeaux said he would create a suitable page for the website and the Clerk said she would get other items.

54. To discuss open matters relating to the Parish and approve any necessary action:

i. Fairground

The Clerk reported payment had been received from the fairground and conditions had been agreed to. Vehicles would be arriving on 1st August and the fair starting on 4th.

ii. Youth Club

The Clerk reported she had a statement from the local PCSO, feedback from a facebook post, and had spoken to the ladies who run a younger youth club in Brinsworth who had consulted with their users and received positive feedback on setting up a youth club, so had used this information to write a funding bid for this along with a toddler group as

people from Catcliffe are currently using one in Brinsworth and had indicated they would like to see a local one.

RESOLVED: That the funding bid would be submitted with Cllr Bayliss and the Clerk as the named contacts

iii. Christmas Event

The Clerk reported that this would have to take place on the weekend of 26th November due to hall bookings in December. She said she would contact at the Sheffield Cancer Choir to see if they could perform. RMBC Licencing had confirmed that a market licence is not needed for up to 5 commercial stalls.

iv. Notice Boards

It was agreed to wait until a suitable place for a notice board near the Post Office had been found before making further decisions on moving or removing other notice boards.

55. To discuss updates from any meetings attended by Council members.

None.

56. To discuss and approve whether to display information from other groups on Parish Council notice boards

RESOLVED: That outdoor Parish Council notice boards would only be used for Parish Council related information.

57. To receive an update from the Events Committee and approve any recommendations

It was reported that Events Committee had looked at holding a Christmas Event, along with ideas for a summer fete next year, and would be meeting again in September.

RESOLVED: That the Christmas Event would be planned and any further ideas to be brought from the next Events Committee meeting

58. *To receive an update from the Staffing Committee and approve any recommendations

Public and press were excluded from this agenda item.

RESOLVED: That recommendations from Staffing Committee are approved.

59. To discuss Parish Council vacancies and approve any action to be taken.

The Clerk reported there are now 3 casual vacancies and that she would advertise this on social media and notice boards.

60. To discuss highways maintenance requirements and issues and approve any action to be taken

a. To ratify the report sent by the Chair to RMBC about Sheffield Lane

RESOLVED: That the report previously circulated by Cllr DeVeaux is approved

b. To receive an update on RMBC work on Sheffield Lane

It was reported that RMBC have been waiting for a change in legislation which will allow them to take action on traffic problems, and have money identified to be spent this financial year on Sheffield Lane. Signs and cameras will be installed to identify the issues.

Cllr Brookes left the meeting.

61. To discuss matters relating to recreation grounds and play areas and approve any action to be taken

RESOLVED: That the request for a children's football team to practice on the ground on Friday evenings while their pitch is having work done is approved.

62. To discuss matters relating to the Memorial Hall and approve any action to be taken

a. Extra storage

The Clerk agreed to look at costs of shipping container style storage to go in the back car park

b. To discuss interest in the Memorial Hall Trust and decide the next steps to be taken

The Clerk reported that only 1 member of the public had expressed an interest in the trust, which was not enough. She had spoken to the Charity Commission who have advised to contact the nearest thing to the original groups in the constitution to hold a quorate meeting to request the Parish Council become sole trustee.

63. Planning:

a. To review and discuss new applications - None

b. To review planning determinations - None

c. To discuss other planning matters - None

64. To note all correspondence received and consider any necessary action - None

65. To approve items for next agenda.

Cllr Bayliss asked for considering purchasing a poster/event stand.

66. To approve the date of the next meeting

RESOLVED: That the next meeting will be held on 14th September.

Meeting closed 21.00

Signed