



## **Minutes of the Meeting of Catcliffe Parish Council**

**Wednesday 12<sup>th</sup> April 2023**

**at the  
Catcliffe Memorial Hall Meeting Room, 6.30pm**

**Present: Cllr DeVeaux (Chair), Cllr Marsh (Vice Chair), Cllr Bayliss, J Huddleston (Clerk)**  
**There was 1 member of the public in attendance**

**1. To note apologies and approve reasons for absence**

Cllr Simpson – reasons noted

**2. To receive declarations of Interest**

Cllr DeVeaux said he had an interest in item 15b

**3. 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**

N/A

**4. Fifteen-minute public discussion period**

The member of the public introduced himself and expressed an interest in becoming a cllr.

**5. To approve the minutes of the Parish Council meeting held on 8<sup>th</sup> March 2023**

**RESOLVED:** That the minutes are a true and accurate record

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

**172** – Cllrs reported that dog fouling is still a big problem. The Clerk said this had been reported to the dog warden who would be doing extra patrols in the area. It was agreed to keep an eye on the situation and consider if any further action could be taken.

**7. To receive Borough Councillors report**

There were no Borough Councillors in attendance

**8. To discuss matters relating to the Parish and assign ownership.**

**a. Items raised by Cllrs**

None

**9. Finance:**

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

The Clerk reported that the current bank balance was £124,468.77. Cllrs looked through the budget monitoring, and Feb and March bank reconciliation and bank statements due to Feb being unavailable the previous month.

**RESOLVED:** That the March budget monitoring, and Feb & March bank reconciliation and bank statements are approved

**b. To approve April payments**

**RESOLVED:** That the March payments are approved

**c. 2022-23 Budget Monitoring and Audit Update**

It was agreed that the Internal audit would be done by VAR which the Clerk said could be done in the week commencing 15<sup>th</sup> May, and that she was working on analysis of last year's budget in time for the next meeting.

**d. To consider and approve clock repair**

As the clock on the Memorial Hall roof had started displaying the wrong time, the Clerk reported that only the company that installed it can fix it and the inspection fee was £650 + VAT plus fees for any work that needed doing. It was agreed to turn off the clock for a few days to see if that did anything, and look at this again at the next meeting.

**10. Policies:**

**a. To consider which policies to adopt over the coming year**

It was agreed to look at a Vexatious Complaints Policy and a Staff Welfare Policy

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

**i. Youth Club**

The Clerk reported that attendance had increased slightly, although still not enough to warrant applying for further funding, and that a pizza evening would be planned to try to increase numbers.

**ii. Toddler Group**

The Clerk reported that attendance at Playgroup was still high, and there had been an end of term activity with a small animal petting project visiting paid for by CLF funding from ward cllrs. Their funding will pay for more end of term activities

**iii. Logo**

Different logo options were discussed, along with the need for a vector image to allow for the logo to expand to a large size to fit on a banner. It was agreed to defer a decision so the Clerk could get quotes for a company to create a vector image.

**iv. Newsletter**

The newsletter had been delivered and received good feedback

**v. Summer fayre**

To be discussed at the Events Meeting

**12. To discuss updates from any meetings attended by Council members**

The Chair reported he had been to a CAP meeting attended by Ward Cllrs, Police, RMBC Housing, and for the first time, representatives of Catcliffe, Waverley and Treeton Parish Councils. Motorbikes, and electric scooters had been raised as common issues.

Cllr DeVeaux also reported that the Towns and Villages improvements to the area around the Plough have been deferred due to planning agreements with Harworth Estates that are being sorted and that updates will continue on this.

The Clerk reported she had met with the Housing officer at Myspace and given information of free activities going on in the area to try and help with integration within the community.

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

It was agreed to continue advertising vacancies, and that one should be filled at the next meeting.

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

Cllr DeVeaux said there had been work lock-ups sited on the parking spaces outside St Mary's Church but these were moved after complaints. The condition of roads and potholes around the area were also noted.

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

**a. Pavilion insurance claim**

The Clerk reported that the work was not completed, insurance money received and bill from Foers received to be paid this month, and that the Pavilion was back in use

**b. Memorial benches**

The Clerk reported that she was still waiting for quotes on benches for cllrs to make a decision on this.

**16. Planning:**

**a. To review and discuss new applications – RB2023/0458 - Noted**

**b. To review planning determinations – RB2023/0481 - Noted**

**c. To discuss other planning matters - None**

**17. To note all correspondence received and consider any necessary action**

The Clerk reported there had been a Freedom of Information request from a resident about the Caretakers litter picking round and hours but this information is not held by the Parish Council due to the nature of the revised contract, and that his response had been sent to the resident.

**18. To approve items for the next agenda**

Co-option of new Cllr

Highfield View play area

**19. To approve the date of the next meeting**

**RESOLVED:** That the next meeting will be 10<sup>th</sup> May at 6.30pm

**Meeting Ended 8pm**

**Signed .....**