



Meeting of the Meeting of Catcliffe Parish Council

Wednesday 11th October 2023

Catcliffe Memorial Hall Meeting Room, 6.30pm

Present: Cllr DeVeaux (Chair), Cllr Marsh (Vice Chair), Cllr Bayliss, J Huddleston (Clerk), 1 member of the public

83. To receive apologies and approve reasons for absence

Cllr Green, Cllr McKiernan, Cllr Simpson, reasons noted.

84. To receive declarations of Interest

None.

85. 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. *

RESOLVED: That the public/press would be excluded for item 96.

86. Fifteen-minute public discussion period

Member of the public handed in the Allotment Society lease for signing.

87. To approve the minutes of the Parish Council meeting held on 13th September 2023

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

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

71 – The Clerk reported that she had contacted Highways and other Parish Councils about the Parish Council holding keys for the barriers. While still awaiting a response from highways, other advice/concerns had been raised about the Parish Council being involved in locking/unlocking gates without a formal agreement being in place or highways having keys.

RESOLVED: That the Clerk would contact Highways again to let them know the Parish Council would no longer replace the locks and ask what they wanted to do with the ones currently on there.

74a – The Clerk said would report to a future meeting about CCTV

74b – Cllr Bayliss said he would contact garden centres to see if they could supply any bulbs to plant

76c – The Clerk said she would ask the Caretaker to reseed the grass area at Highfield View

76d, 76e – The Clerk reported that lease agreements had been sent out to the allotment society and bowls club

89. To discuss matters relating to the parish and assign ownership

a. D Day

The Clerk reported that Catcliffe Cone Group were planning on a D Day event and would be in touch after their meeting on 23rd October with more details. It was agreed the Parish Council would not do anything separate but would offer support to this event.

b. Items raised by Cllrs

- It was noted that roadworks on Brinsworth Road were causing back up of traffic in Catcliffe

90. Finance:

- a. **To approve the monthly budget monitoring, bank reconciliation and bank statements for September**
The Clerk reported that the current bank balance was £99497.60. Cllrs discussed income and payments, and checked the bank statements
RESOLVED: That the monthly budget monitoring, bank reconciliation and bank statements for September are approved
- b. **To approve October payments**
The Clerk went through the October payments and explained that an extra item had been added to the Worrall order and she was still awaiting the invoice with this on.
RESOLVED: That the October payments, including the increased amended invoice for Worrall are approved.
- c. **To receive and approve the quarterly monitoring**
The Clerk explained the monitoring document, and cllrs asked questions about budget headings and spend/VAT refund relating to the insurance work carried out on the Pavilion.
RESOLVED: That the quarterly monitoring is approved.
- d. **RESOLVED:** That Branagans Accountancy Service will be appointed to carry out next year's internal audit.

91. To discuss ongoing matters and approve any action to be taken

- a. **Playgroup**
The Clerk reported that another £10,000 of funding had been approved from the Lottery Awards for All funding pot which will cover staffing, equipment, and pay for a garden area to be made safe at the back of the Memorial Hall.
- b. **Christmas Fayre**
Cllrs were informed that all stalls were booked, and that Jacks theatre school would be attending to sing some xmas songs during the afternoon. Cllrs agreed to be at the hall for 12 to help set up tables, and provide refreshments. Cllr Bayliss said he would speak to Morrison's Community Champions to see if they could provide tea, coffee etc.
- c. **Highfield View Play Area**
The Clerk reported that the damaged equipment had been removed and that she would ask the Caretaker to grass seed the area
- d. **Neighbourhood Watch**
Cllr DeVeaux reported a lack of members of the Neighbourhood Watch Group, and that the Parish Council had agreed a few years ago to run it until it could run on it's own. It was agreed the Parish Council would not continue with this and would put something in the newsletter to see if anyone else wanted to take this on.
- e. **Remembrance/Civic Service**
The Clerk reported that the wreath had been purchased for the service. The Chair said he would ask at the Coffee Pot if a civic service event was taking place.
- f. **Newsletter**
Cllr DeVeaux said he had some items for the newsletter. The Clerk said she would need to send this to the printers by the end of next week if they wanted it out for the end of October/start of November.
- g. **Xmas Lights**
It was agreed to keep Xmas lights within the hall and not around the village this year, and that these would be put up at the next meeting in time for the Xmas fayre.
- h. **Litter picking**
The Clerk reported that she had not had anyone get in touch about starting a community litter pick from the post on Facebook, and that RMBC may be able to work with the Parish Council in the future on one. It was agreed to put something in the newsletter to see if people want to get involved.

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

None

93. To discuss matters relating to the recreation ground and approve any action to be taken

a. Memorial Benches

The Clerk reported that she had spoken to Foers that morning to chase prices on the benches and engraving and was still waiting for their response. It was agreed that she would also ask for the cost of a plaque for comparison.

b. Damaged fence

Cllrs had seen the damage and the Clerk reported that Tina may have a contact to replace the bits of fence that had been removed, or she would contact SAS to see if they were able to sort it.

94. Planning:

a. To review and discuss new applications - None

b. To review planning determinations - None

c. To discuss other planning matters - None

95. To note all correspondence received and approve any necessary action

- RMBC elections team re consultation on venues for elections/alternative suggestions. It was agreed no response was needed as the Parish Council are happy with current arrangements
- Mott Macdonald have a person seconded to RMBC working on the Rotherham Flood Alleviation Scheme who had been in touch to ask about ownership of the recreation ground. The Clerk said she had given details and asked to be kept updated with any work they do.
- Member of the public who had been signposted to Streetpride to report litter had been in touch to say Streetpride had not responded to them and wanted the Parish Council to discuss. The Clerk said she had signposted back to RMBC and it was agreed this was the correct place for them to raise any issues.
- Message to Cllr DeVeaux about cars parking on Orgreave Road. It was agreed the Parish Council had no power to deal with this, and residents would need to report any issues to highways.

96. *To receive an update from Staffing Committee and approve any action to be taken

RESOLVED: That the recommendations from Staffing Committee re staff contracts are approved, and frequency of meetings from January will be looked at in a future meeting.

97. To approve items for the next agenda.

Cllrs were reminded to contact the Clerk with any agenda items.

98. To approve the date of the next meeting.

RESOLVED: That the next meeting will be on 8th November.

Meeting Closed 8.50pm

Signed.....