



**Minutes of the Meeting of Catcliffe Parish Council  
Wednesday 18<sup>th</sup> September  
Catcliffe Memorial Hall Meeting Room, 6.30pm**

**Present: Cllr Marsh (Chair), Cllr Bayliss (Vice Chair), Cllr McKiernan, Cllr Green (from 6.50pm), J Huddleston (Clerk), Blaise Mempo**

**51. To receive apologies and approve reasons for absence**

Cllr Green said she would be late to the meeting. Ward Cllrs Adair and Baggaley had sent apologies.

**52. To receive declarations of Interest**

Cllr McKiernan said he would be scrutinising the flood reports as part of his role as a Ward Cllr, but had no financial interest in that agenda item.

**53. 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

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

Blaise introduced himself and explained his background and why he was interested in joining the Parish Council

**55. To co-opt candidate to fill councillor vacancy**

**RESOLVED:** That Blaise Mempo is co-opted as a cllr.

Cllr Mempo and the Clerk signed the Acceptance of Office paper.

**56. To approve the minutes of the Parish Council meeting held on 10<sup>th</sup> July 2024**

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

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

None

**58. To discuss matters relating to the parish and assign ownership**

**a. Flood Report and Public Meeting**

Cllrs discussed the RMBC/Environment Agency report into the flooding, along with the public meeting. They shared concerns that while residents were reporting the flood water had not come from the river to the houses on California Drive, but had come over the recreation ground, that authorities had not listened, did not include this in the report, and did not listen again on the night of the meeting. Issues with the Environment Agency response at the time of the floods, and at the meeting were also noted. The Chair said he was impressed with how MP Sarah Champion ran the meeting and kept it under control when tensions were high. All Cllrs supported the idea of installing a siren as an extra warning system to residents.

**b. Items raised by Cllrs**

- Ward Cllr Adair's report was shared
- Cllr Green asked if any progress has been made with the hotel at Waverley. The Clerk said she would try to get an update.

## **59. Finance:**

- a. To approve the monthly budget monitoring, bank reconciliation and bank statements for July and August**  
**RESOLVED:** That the budget monitoring, bank reconciliation and bank statements for July and August are approved
- b. To approve and ratify September payments and ratify August payments**  
**RESOLVED:** That the August and September payments made are ratified, but the payments to Dolphin would not be authorised until the work on the Pavilion is complete and issue with the shutter is resolved.
- c. To receive a finance and audit update**  
The Clerk reported that the audit from PKF had come back with no issues, and that the relevant documents were displayed on the website.
- d. To receive a bank account update and approve any action to be taken**  
The Clerk said she was trying to set up a bank account that had access to a bank card which would be needed once the Lottery funding starts as it will help with the running of the groups.

## **60. To discuss ongoing matters and approve any action to be taken**

- a. Lottery bid – job adverts**  
Cllrs were informed that the job adverts as approved via email, had been put out on social media, the Parish Council website, RMBC bulletin and Voluntary Action Rotherham website. It was agreed to arrange interviews as and when suitable candidates sent in their application forms so Cllrs would be available around their jobs.
- b. Christmas Fayre**  
Cllrs confirmed this would go ahead on Sunday 8<sup>th</sup> December, 2-5pm. They welcomed the offer from Catcliffe Cone Group to run a santa's grotto in the meeting room, and asked the Clerk to offer some funds from the event budget towards this. Cllr Bayliss said he would speak to Morrison's Community Champions about some mince pies, and would get cakes again. It was agreed to offer Rotherham Hospice a stall again, and the Clerk reported that all previous stall holders, except for face painting, had been in touch to say they would like a stall.
- c. Playgroup**  
The Clerk reported that playgroup had started up again and numbers were even higher than before. Cllrs were told that lottery funding of the posts would end in November, but that donations would cover some of the staff costs, with very little equipment needing to be purchased in the future.
- d. Newsletter**  
Cllr McKiernan said he would add photos and design the newsletter if the Clerk sent articles over to him. The Chair suggested putting the lottery news on the front page to share something positive in the area.

## **61. To discuss updates from any meetings attended by Council members and Clerk**

The Clerk said she had attended the Catcliffe Flood Recovery meeting and had agreed to meet with RMBC to go over the Parish Council Emergency Plan and make any changes in light of the flooding event. The need to increase and train Flood Wardens for Catcliffe was discussed at the meeting, although it had been noted that this was the responsibility of the Environment Agency. Cllr Bayliss mentioned a resident was trying to set something up about flood wardens and may be in touch.

## **62. To discuss matters relating to the recreation ground and approve any action to be taken**

- a. Pavilion fascias and soffits**  
Further to the contractors at the pavilion quoting to replace some damaged fascias and soffits at the Pavilion, the Clerk had been to look at the issue and there were 2 bits of wooden strip and one roof tile to replace.

**RESOLVED:** That the work would be advertised locally as it was anticipated the work could be done for much less than the contractors quote.

**b. Petanque pitch**

The Clerk reported that she had met with RMBC to discuss the possibility of installing the pitch, and they would provide a quote. Cllrs could then decide whether to consult with the public on this. Cllr Green raised concerns the gravel pitch could become a litter tray if there wasn't someone responsible for upkeep.

**c. Football Pitches**

Cllrs noted the goals had been fixed and that the grass had been cut on the rec.

**RESOLVED:** That next summer RMBC would be asked to remove the goal posts completely to give the goal mouths time to regrow as the season is starting with them already bare.

**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 approve any necessary action**

The Clerk mentioned being contacted by WhatsApp by members of the public. It was agreed that any Parish Council business should be responded to via email.

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

**RESOLVED:** That Xmas Fayre, Remembrance, and Lottery Funding should be on the next agenda.

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

**RESOLVED:** That the next meeting will be held on Wednesday 9<sup>th</sup> October

**Meeting Closed: 8.25pm**

**Signed .....**