



**Catcliffe Parish Council
Catcliffe Memorial Hall
Old School Lane
Catcliffe
Rotherham
S60 5SP
01709 837550**

Minutes of the Meeting Held on Wednesday 18th July 2018

In Attendance: Cllr Marsh, Cllr Cooper, Cllr Wilkinson, Cllr Baggaley, Cllr Healy, Cllr Green and Cllr Lambert.

Also, in Attendance: Cllr's Simpson and Buckley.

155/2018 Apologies: None.

156/2018 Declarations of interest: None.

157/2018 fifteen-minute public discussion period: 4 residents attended the meeting to raise concerns with the construction traffic accessing the development on Poplar Way via Sheffield Lane. There are also issues with excess noise and dust from the site. The residents also raised concerns with the drainage from the new development. A resident drew attention to the fact that part of the lane does not have a pavement and there are concerns that a serious accident will occur. Cllr Simpson advised that he had previously made a request for Sheffield Lane to be stopped off. The Council advised that the concerns will be brought to RMBC's attention and that residents will be kept updated.

158/2018 To approve the minutes of the meeting held on Wednesday 13th June 2018: Council approved the minutes as a true record and Cllr Marsh signed the minutes.

159/2018 Matters arising from the minutes: Cllr Wilkinson advised that the issue with the car parking on the pavement on High Hazel Crescent had been resolved.

160/2018 Borough Councillors Report: Cllr Simpson attended the meeting to advise that a request has been made for CCTV to be installed around the village to deter fly tipping. Cllr Green questioned whether the temporary cameras located at Brinsworth could be used; Cllr Simpson advised that Brinsworth had also made a request for CCTV. Cllr Marsh questioned who made the decision for the locating of the CCTV, Cllr Buckley advised that the Police decide where the cameras should be located. Cllr Simpson also advised that a proposal to locate a car park at the end of Orgreave Road for the fishing club members is being considered. A small fee would be charged to maintain the area. Cllr Simpson welcomed feedback from Council members.

161/2018 To Discuss Matters Relating to the Parish and to Assign Ownership:

- Cllr Cooper advised that there are several bins still missing. Matter assigned to Cllr Simpson.

To Discuss Open Matters Relating to the Parish:

- Car parking issues: High Hazel Crescent: **Resolved.**
- Nisa Supermarket litter issues: **Ongoing;** Council resolved to write to Nisa again.
- Condition of roundabout on Main Street: **Ongoing;** Cllr Simpson advised that work had been carried out around the area and there could be plans to re-design the area with an option of planters being displayed in the area.
- California Drive: Issue with weeds: **Resolved.**

- Poplar Way fly tipping issues: **Ongoing**: Cllr Green to provide photographs of the issues.
- Condition of Morrisons roundabout: **Ongoing**: The Clerk advised that RMBC are obtaining details of the company responsible for the maintenance of the roundabout.
- Waverley View Garages fly tipping issues: **Ongoing**: Council resolved to report the issue to environmental health and ascertain the details of the landowner.

162/2018 Community Governance Review: Cllr Baggaley advised that a full RMBC meeting is scheduled for the 17th of July, where a final decision will be made.

163/2018 Council Vacancy Update: No updates.

164/2018 Newsletter Articles: The Clerk advised that the articles are almost ready and the newsletter will be ready for September. Cllr Green suggested contacting ALD Print for a quote.

165/2018 GDPR: Cllr Baggaley advised that the Subject Access Policy did not contain the contact details for the Data Protection Officer. Cllr Marsh made a proposal to adopt the following documents once the amendment had been made: Data Protection Policy, Privacy Notice (Public), Privacy Notice (Staff and Councillors), Subject Access Policy, Document Retention Policy, Data Breach Policy and Information Audit. Cllr Lambert seconded the proposal.

166/2018 2018 Standing Orders: Cllr Marsh proposed to adopt the updated Standing Order policy and Cllr Baggaley seconded the proposal.

167/2018 Meetings: None.

168/2018 Student Scholarship Scheme: The Clerk advised that one application had been received. Cllr's Marsh and Green agreed to form the committee to review applications. Council resolved to keep the date to receive applications open.

169/2018 Civic Service: No updates.

170/2018 Website: Cllr Lambert advised that the calendar tool on the website requires reviewing, Council members email addresses have been updated and are on the website.

171/2018 Highways – Maintenance and Issues: The Clerk advised that Cllr Healy had highlighted an issue with overgrown weeds on Church Lane. The matter has been reported to RMBC. Cllr Baggaley advised that signage is required on the Waverley estate warn drivers that children are present in the area, Cllr Simpson is assisting with the project.

172/2018 Football Club Payment Issues: Ongoing.

173/2018 Matter relating to recreational grounds:

- **Maintenance and repairs**: Cllr Wilkinson reported an issue with rubbish on Highfield View. The Clerk advised that she would ask the caretaker to deal with the issue. The Clerk advised that quotes have been requested from several companies to carry out the maintenance work on both play areas. The Clerk advised that The Woodland Trust had advised that they do provide planting schemes but are unable to provide Poplar trees as they are not native. Council agreed to add the item to the next agenda. The Clerk advised that an enquiry had been received for a Buggy fit taster session to be held on the recreation ground on the 1st August, Council approved the enquiry.
- **Miniature railway project**: Cllr Marsh advised that a site visit had taken place, the size of the area required to home the railway is 70m² the maintenance of the area would be the responsibility of CMES and the track would be in place all year round. Cllr Cooper raised

concerns with the security of the track. Cllr Wilkinson objected to the idea as they are supposed to provide play and recreation facilities. Cllr Lambert reminded the Council of the educational benefits that the project could provide. Council members carried out a vote to decide whether the project could go ahead for a 12-month period, 3 members voted in favour and 3 members voted against the project. Cllr Marsh voted in favour of the project providing there are strict conditions in place.

- **Creation of a second pitch:** Not discussed due to the decision made in the previous item.

174/2018 Matter relating to the Memorial Hall:

- **To approve bookings:** Council approved the following bookings:

Tuesdays	6pm to 6.45pm	Zumba
Thursdays	7pm to 8.30pm	Yoga
Fridays	4.30pm to 8.30pm	Chance to Dance
20th July	5pm to 6pm	Cllr Buckley
10th August	5pm to 6pm	Cllr Buckley
7th September	5pm to 6pm	Cllr Buckley
4th August	12pm to 2.30pm	Children's Party
7th August	7pm to 8.30pm	Waverley Residents Association
4th September	7pm to 8.30pm	Waverley Residents Association

The Clerk advised that the Chance to Dance will be ending on the 20th July until September.

- **Updates and maintenance issues:** The Clerk advised that there is an issue with obtaining paint to match the colour used in the hall. A grant of £200 had been received from RMBC to fund the planting of the rear garden. Cllr Buckley suggested contacting the horticultural department at Brinsworth Academy to see if they could provide plants. Cllr Cooper also advised that the Allotment Society may be able to provide plants. The Clerk provided details of a desk for the office at a cost of £323.00. Cllr Healy proposed to approve the purchase and Cllr Wilkinson seconded the proposal. Cllr Buckley suggested contacting the Clerk at Brinsworth Parish Council as RMBC have excess furniture.

175/2018 Planning:

- **To review and approve applications:**

RB2018/1062

Land at Poplar Way - Discharge of conditions 03, 05, 09, 12, 13, 16 and 17 imposed by planning application RB2018/0441

RB2018/1068

Land at St Mary's Drive - Discharge condition 07 imposed by planning application RB2014/1653

RB2018/1060

Waverley New Community Phase 2a High Field Spring - Discharge of conditions 03 and 12 imposed by planning application RB2018/0569.

- **To review planning determinations:**

RB2018/0598

AMP Technology Centre - The erection of external dust extraction unit and the remodelling of existing car parking provision – GRANTED CONDITIONALLY

RB2018/0361

Land adjacent to Advanced Manufacturing Park - Outline planning application for up to 40,000 sqm of Class B1, B2 and B8 floor space with all matters reserved except for details of structure landscaping along the Sheffield Parkway (A630) frontage – GRANTED CONDITIONALLY

RB2018/0682

Lane at Highfield Lane - Enabling infrastructure comprising engineering operations and earthworks to level the site to form development platforms, the excavation of a swale, the installation of pipe work for surface water and foul drainage, the construction of an extension

to Highfield Lane linking to Orgreave Road and the provision of structure landscaping at Waverley New Community – GRANTED CONDITIONALLY

RB2018/0441

Land at Poplar Way - Erection of 85 dwelling houses with associated landscaping, on site open space, parking and access points – GRANTED CONDITIONALLY

RB2018/0890

X Cel Superturn Ltd - Discharge of conditions 10 and 13 imposed by planning application RB2017/0021 – GRANTED

176/2018 Correspondence:

- SYPTE: Rotherham bus services changes from 1st September 2018.
- YLCA: One day conference to be held on 28th September. The Clerk requested permission to book a place on the course at a cost of £28.75. Cllr Marsh proposed to approve the request and Cllr Healy seconded the approval.
- YLCA: White Rose Update.
- SYPTE: Community Transport Consultation from 14th July to 26th August.
- YLCA: NALC chief executive bulletins.
- South Yorkshire Police and Crime Commissioner Newsletter May/June.

177/2018 Staffing: To appoint a staffing committee: Cllr's Marsh, Cooper and Green agreed to form the staffing committee and to carry out staff appraisals and review job descriptions.

178/2018 Finance:

- **To approve the monthly budget monitoring:** Council reviewed and approved the budget and corresponding bank statements.
- **To approve the renewal of the insurance:** The Clerk advised that three renewal prices had been received for the insurance:

Inspire: £2,266.84 plus admin fee of £50.00

Ecclesiastical: £2,357.69 plus admin fee of £50.00

Hiscox: £3,118.67 plus admin fee of £50.00

The Clerk advised that the quotes received from Inspire and Hiscox did not include flood cover. Cllr Cooper proposed to accept the quote from Ecclesiastical and Cllr Lambert seconded the proposal.

- **To approve the accounts for payment:** Council approved the following payments:

Online:	Came and Company	£2,407.69
Online:	The Fire House Group	£228.94
Online:	S Youngman	£537.11
Online:	P&N Accountants	£372.00
Online:	The Fire House Group	£24.88
Online:	The Fire House Group	£169.20
Online:	T Downing	£221.30

Cllr Cooper agreed to authorise the online payments.

Online:	S Youngman	£1,005.33
Online:	T Downing	£221.50
Online:	C Sheppard	£1,161.88

Cllr Baggaley approved the wages online on the 11th of July

179/2018 Items for future agenda: Tree planting- Poplar Way.

There being no further business the meeting closed at 8.35pm.