

TREETON PARISH COUNCIL

MINUTES OF MEETING HELD ON MONDAY 27th JULY 2020

Present: Councillor: T.W. Adair (Chairman)

Councillors: A.S. Badger, G. Cooper, D.A. Goy, E. Levin,
S.H.R. Mackie, L.J. Pickford, J.F. Swift, D. Whysall,

In attendance: Mrs J. James (Clerk) and Borough Councillor B Walsh

2020/40 Apologies for Absence

There were no apologies for absence as all Parish Councillors were present.

2020/41 Public Question Time

There were no members of the public in attendance

2020/42 Declaration of Interests

There were no interests declared in any item on the agenda

2020/43 Minutes of Previous Meeting

Minutes of the meeting held 23rd March were taken as read, copies having been circulated to all members of the Parish Council with the agenda.

Resolved: That the minutes are approved

Proposed: Councillor A Goy

Seconded: Councillor E Levin

2020/44 Matters Arising

2019/157 Councillor Goy advised that Kevin Burke from RMBC had visited Mill Lane playing fields and is exploring the positioning of boulders and a gate to block unauthorised vehicles whilst still allowing access for grass cutting and land maintenance. Progress has understandably been delayed by the COVID 19 pandemic.

2020/028 a) Work to refurbish the toilets in the Reading Room is now complete

2020/035 h) The current Housing Officer is Austin Butler. Contacts 01709 336009
austin.butler@rotherham.gov.uk

2020/035 l) The Clerk advised that a decision is needed of the Parish Council over their plans for the waste land at the rear of Wood Lane previously cleared of trees, growth and debris. Scott Engering had emailed asking to make representations. Resolved Clerk to agenda this for discussion in September and advise Mr Engering accordingly.

2020/45 Notes of Business

The notes of business were provided to all Members of the Parish Council with the aim of keeping them updated and informed and to report to them on actions and decisions taken using delegated authority granted in response to national restrictions required to manage the COVID 19 pandemic

Resolved: That these are accepted.

Proposed: Councillor A Goy

Seconded: Councillor A Badger

2020/46 Matters arising within Notes of Business not elsewhere on the agenda

- a) The Clerk attended a video conference in respect of Operation London Bridge and outlined the various options open to the Parish Council to mark the passing of the Sovereign.

Resolved To prepare for such an event with a Book of Condolence and that the Clerk should arrange to purchase one.

Proposed: Councillor A Goy

Seconded: Councillor G Cooper

- b) The Clerk reported that Sheffield Knotweed had advised that they would attend to re-treat the remaining knotweed during July, they have still to confirm that they have done so. **Action** Clerk to chase a confirmation.
- c) RMBC are still working to secure a craftsman to repairs the vandalised lettering on the War Memorial.

Councillor Cooper raised concerns over safety issues around the location of the memorial and enquired about the potential for adding seating. Councillor Goy raised the condition of the fencing around the memorial. Councillor Walsh advised that health and safety checks are undertaken by RMBC on memorials across the Borough and repairs carried out as required. Following discussions Councillor Walsh at the request of the Chair agreed to explore options however advised that it is extremely unlikely permission or funding would be forthcoming for any alterations unless there is significant safety risk beyond that at the time of memorial services which are addressed through traffic management.

- d) The Clerk reported that Churches Fire when they serviced the fire alarm identified that there were no smoke detectors installed and quoted £1,093.70 + VAT to install them. As part of the discussion on fire risk it was identified that the mowers are stored inside the building because the outside store does not have a secure door.

Resolved That the Clerk arrange for smoke detectors to be installed and obtain quotes for the store door to be repaired/replaced with something suitably secure

Proposed: Councillor D Whysall
Seconded: Councillor G Cooper

2020/47 Presentation of Accounts for 2019/20 & Approval of Annual Governance Statement

- a) The Annual Governance Statement of the Council, for the year ended 31st March 2020 was presented to the Parish Council for approval and signature.

Resolved: That the Report of the Internal Auditor is received and Annual Governance statement is approved and signed.

Proposed: Councillor D Whysall
Seconded: Councillor E Levin

- b) The completed Accounting Statements for the year ended 31st March 2020 was presented to the council for approval and signature.

Resolved: That the statements are received, approved and signed.

Proposed: Councillor A Goy
Seconded: Councillor L Pickford

- c) That an Internal Auditor for 2020/2021 Financial Year be identified

Resolved: That the Clerk to make enquiries of Rotherfed and VAR

Proposed: Councillor S Mackie
Seconded: Councillor E Levin

2020/48 Clerks Report & Correspondence Received

The Clerk's report previously circulated detailed the following:

- a) RMBC updates on Covid-19: Coronavirus and other matters across the Borough
- b) RMBC weekly traffic reports
- c) RMBC report into the 2019 floods
- d) RMBC Annual Canvas
- e) RMBC Licensing applications
- f) RMBC Rother Vale Neighbourhood update
- g) Rotherham Town Centre news
- h) SYPTE updates on public transport in relation to COVID and other matters
- i) YLCA White Rose updates
- j) Waverley Community Council consultation on proposed bike track

- k) SYHA consultation on active community proposals
- l) BT advice on proposals to remove 42 phone boxes across Rotherham
- m) Mayor Dan Jarvis letter acknowledging the work of Town and Parish Councils

In addition, the Clerk has received a complaint about antisocial behaviour and housing tenancy policy around Spa Well Crescent and Councillor Goy tabled a letter from a resident regarding noise nuisance on Well Lane. There was discussion around RMBC Housing policy and agreed that the issue was not the policy of mixed generational housing but one of isolated antisocial behaviour.

Resolved That the Clerk contact RMBC Housing regarding potential breaches of tenancy agreements and Community Policing regarding nuisance and that in the next Newsletter a paragraph about consideration for neighbours be included.

Proposed: Councillor A Goy
Seconded: Councillor S Mackie

2020/49 Reading Room

The Clerk reported that it had been necessary to risk assess the Reading Room both generally, as place of work, as a meeting room and as a room for hire in response to the COVID 19 virus to ensure government guidance and regulation are met.

The general risk assessment, that as a place of work and for use as a meeting room for the Parish Council have been shared, commented upon and agreed using delegated powers over recent months and are under regular review.

Before the Reading Room can open for either 'drop in' visits and general lettings a separate COVID risk assessment is required for both and a booking agreement with the risk assessment for lettings. Draft documents were previously emailed out for consideration.

The draft documents were discussed and concerns raised over balancing the risks alongside supporting the community to return to a level of normality with Councillor Cooper raising particular concerns over the risks COVID presents.

Resolved: That the Reading Room will remain closed for casual drop in visits and that it will be open for lettings with the additional condition that the letting is for the main hall only, there will be no access to the kitchen and toilet facilities. That the Clerk contact the History Group who is the only current regular let and that these decisions be reviewed at the September meeting.

Proposed: Councillor Alan Goy
Seconded: Councillor Andrew Badger

2020/50 Borough Councillors Report

Borough Councillor Walsh updated on the joint RMBC, Health and Emergency Services partnership approach to tackling the COVID 19 pandemic that had presented a significant and ongoing challenge across the Borough as it had the whole country. He particularly highlighted that some services had been temporarily paused to refocus resources on statutory services and areas at most risk. The majority of RMBC staff are working remotely and whilst this has brought challenges and the need to rethink working practices vital services have been maintained.

As the level of the pandemic is beginning to recede services are returning to a level of normality and he was pleased to report that the awaited road resurfacing across the village was now taking place.

A focus for the summer will be Water Safety particularly to address dangerous wild swimming in local lakes and reservoirs and jumping from Ulley viaduct. A multi-agency approach is being taken to encourage young people to swim safely and behave responsibly while they enjoy the summer.

He confirmed that Treeton Dyke is owned by the Boat Club and advised that RMBC are in the process of seeking approval to divert a public right of way from the front of the boat house to the rear which will allow the jetty area to be fenced off improving both water safety and security.

Committee Reports

2020/51 Allotments, Environment and Cemeteries

Allotments

a) Conditions of Tenancy

- i) The request from Mrs Gilbank to retain her late husband's tenancy was discussed.

Resolved: That the condition of tenancy in respect of allotments reverting to the Parish Council on the death of a tenant be applied and that the Clerk write to Mrs Gilbank accordingly.

Proposed: Councillor E Levin
Seconded: Councillor A Badger

- ii) The request from Mr Williamson for the Parish Council to cut down the conifer hedge on his allotment was discussed.

Resolved: That the condition of tenancy to maintain hedges at reasonable height be drawn to Mr Williamson's attention advising that as he had held his tenancy since 2013 he has allowed his hedge to grow uncontrolled and requiring him to reduce its height to meet this condition and that the Clerk write accordingly

Proposed: Councillor A Goy
Seconded: Councillor D Whysall

b) Waiting List

- i) The enquiry from Mr & Mrs Rhodes regarding their position on the waiting list was discussed and Councillor Swift confirmed that he recalled the request for an allotment.

Resolved: to accept an application dated retrospectively to June 2012

Proposed: Councillor J Swift
Seconded: Councillor D Whysall

- ii) The enquiry from Ms Travis regarding the waiting list and subsequent complaint about letting policies in particular around multiple tenancies was discussed. A draft revised lettings agreement previously circulated which detailed conditions for eligibility was considered to ensure transparency and fairness.

Resolved: To adopt the new agreement with immediate effect noting general condition 1 regarding multiple tenancies will apply to future tenancies only.

Proposed: Councillor A Goy
Seconded: Councillor A Badger

- iii) The issue of trees both in terms of safety and aesthetics was discussed following a request from a resident to cut back a tree she felt to be dangerous and a recent fallen bough.

Resolved: General health and safety be risk managed through including a visual check of trees as a condition of allotment tenancy and that concerns should be reported to the Clerk who would arrange specialist advice as necessary. Further that notwithstanding a land owner's right to cut back overhanging tree branches the Parish Council will only cut back trees to maintain their health and safety.

Proposed: Councillor L Pickford
Seconded: Councillor G Cooper

c) Rother Crescent site

It was reported that following investigations into ownership as a result of a tree which had shed a large bough it was established that plot 25A is not part of the Parish Council allotment site and is in the ownership of RMBC.

Suspension of Standing Orders

Resolved That Standing Orders limiting the length of a Parish Council meeting to 2 hours be suspended to allow business to be completed.

Proposed Councillor A Goy
Seconded Councillor G Cooper

Environment

Councillor Whysall raised concerns over the sewerage and waste water that had been flowing onto the meadows and playing field at the bottom of Well Lane. Councillor Goy advised that this was a repeated issue and that the ability of the drains to cope with the additional demand from further housing developments had been raised previously. Resolved that the Clerk write to YWA.

Cemeteries

The Clerk reported that a revised notice for the Burial Ground reminding visitors of the steps they need to take to mitigate the risks of transmission has been put on the notice board.

The Clerk advised that the trees on the edge of the burial ground are now overhanging well into the footpath and as they are in an area of potentially regular footfall into the burial ground and to the bus stop, they should be part of a formal risk assessment.

Resolved: That the Clerk obtain quotes for health and safety checks and cutting back of overhanging branches as necessary

Proposed: Councillor S Mackie
Seconded: Councillor E Levin

The Chairman advised of a complaint over the condition of the grass in particular lying cut grass. Resolved that the Clerk contact Glendale Grounds Maintenance

2020/52 Recreation Ground and Play Areas

It was noted and appreciated that grass cutting has now resumed and concern raised about how the children's play area might open safely managing the risks from COVID 19.

2020/53 Youth Club

The Chairman reported that the Community Centre had been closed since the end of March in response to the COVID pandemic and the Youth Club therefore paused and that discussions were beginning with SJD Sports about what outside activities could safely recommence in September.

The Clerk advised that a Service level Agreement would be needed to clarify and agree the new service and costs and asked for a decision on the continuation of the retainers being paid to SDJ Sports and Jane Haddrell.

Resolved That as the youth club usually paused for the summer holidays the retainers should now cease and that an SLA be drawn up for activities September onwards.

Proposed Councillor A Goy
Seconded Councillor D Whysall

2020/54 Employment

Nothing to report

2020/55 Education Report

Nothing to report

2020/56 Community Centre

The Chairman reported that the community centre is looking at a gradual reopening and is in the process of risk assessments for activities looking at opportunities to use outside space first and focussing on those activities that support vulnerable children and young people. Work is taking place to explore how the theme of 'Active Body and Mind' can be supported by the community centre and the possibility of resuming litter picks.

2020/57 Chairman's Review

The Chairman reported that he felt the village had coped well during the pandemic and the community had pulled together to support each other for example walking dogs for shielding residents. He also thanked staff in the Care Home for their hard work through these difficult times

He gave thanks to Carol Robinson who was stepping back from her role of local reporter for the Rotherham Advertiser and wished Carol well in her retirement.

He was pleased to see the road resurfacing programme across the village was progressing alongside requesting that RMBC also address overgrown hedges and bushes.

2020/58 Planning Applications

The weekly lists of planning applications and planning decisions in the Borough were circulated by email to all Parish Councillors.

The approval by RMBC of a development of 8 bungalows on Arundel Avenue was welcomed, the approval for an extension at The Poplars noted and likewise that a decision on the conversion of the former Treeton Youth Enterprise Centre into 14

residential apartments is pending the outcome of discussions between RMBC and the developer aimed at addressing objections before an Officer recommendation is put to the Planning Board

2020/59 Any Other Urgent Business

- a) The lease of land on which the Community Centre stands was originally for 5 years and expired 31st March 2020

Resolved: To offer an extension to the lease on the same terms and conditions for a further 25 years unto 31st March 2045

Proposed: Councillor A Goy
Seconded: Councillor S Mackie

- b) Chris Brown the former Clerk to the Council retired quietly after the last meeting in March in part due to the Coronavirus preventing a meeting in April but also as he wished. Notwithstanding this the Parish Council wished to put on record their thanks and appreciation to Chris for his incredible 42 years of service to the village of Treeton and its residents, to the Parish Council and to individual councillors in support of their work in the village and in particular support to the equally longstanding vice chairperson and former chair John Swift

Resolved: to present Chris with a Certificate of Achievement and purchase a small gift in appreciation.

Proposed: Councillor A Goy
Seconded: Councillor J Swift

- c) The plaque to commemorate the air accident in 1954 after which Edwards Meteor Way was named has long disappeared, there was discussion that it might be replaced. Resolved That the Clerk to research the original wording.
- d) Councillor Whysall raised concerns over the lighting around homes on Treetown Crescent and the use of electric as opposed to solar powered lights. Resolved That the Chairman would make enquiries and report back.
- e) Councillor Whysall raised concerns over the impact of the retractable catch net at the cricket pitch on swans, geese and other bird life in flight asking whether the Wildlife Association had been consulted. The Chairman confirmed that the Cricket Club had sought and been approved planning permission for the net and that being the case there was no opportunity for any action.
- f) Councillor Whysall raised safety concerns over the first bend of Well Lane towards the fields and asked if consideration could be given to realigning the road. Borough Councillor Walsh advised that highways engineers

regularly survey roads to ensure they are safe and its was extremely unlikely that what would be significant roadworks would be agreed.
Resolved That Councillor Adair would email Councillor Walsh with details.

- g) Councillor Whysall asked if RMBC would be able to visit Treeton WMC to review their plans to meet guidance and regulation to mitigate the risk of COVID transmission. Borough Councillor Walsh advised that this was not the role of RMBC's enforcement team and directed Councillor Whysall to government guidance but did advise that provided the WMC have looked at the guidance, undertaken risk assessments and acted in good faith RMBC would be unlikely to resort to immediate enforcement if a complaint was made.
- h) Councillor Swift raised concerns over the impact of COVID on the work of the local funeral director particularly as churches had been closed and access to the crematorium limited. It was acknowledged that the funeral had provided a valued service through very difficult and trying times.
- i) Councillor Badger raised concerns about overgrown trees and shrubbery on the corner of Cannonthorpe Rise/Shortland Drive which is now obstructing the footpath, the view of motorists and blocking out street lighting. Resolved That the Clerk contact Jones Homes

2020/60 Finance and General Purposes Committee

- a) The Clerk outlined the accounts to date, a copy of the cashbook and an up to date financial statement of the council's affairs were previously emailed.
- b) The following accounts were approved for payment.

Receipts

J Rotherham Memorials	Cheque	100.00
Clarkson's Memorials	Cheque	80.00
G E Foers – interments x2 & pre purchase	Bank Transfer	1,257.50
Pollywiggie Day Nursery Advert in Newsletter March 2020 – March 2021	Bank Transfer	62.50
Treeton Medical Centre – Advert in Newsletter Dec 2019 – March 2021	Bank Transfer	75.00
TOTAL INCOME		<u>1,575.00</u>

Payments

Co-op Bank	Direct Debit	80.97
Staff Salaries & expenses	Bank Transfer	2,089.77
RMBC Burial fees	Bank Transfer	246.00
Opus Energy – gas 22 May – 20 June 2020	Direct Debit	10.93
Opus Energy – electricity May – June 2020	Direct Debit	34.11
John Brailsford Print - June Newsletter	Bank Transfer	383.00
Business Stream Water Services	Bank Transfer	28.84

Glendale Burial Grounds maintenance	Bank Transfer	810.00
Jane Haddrell – July retainer	Bank Transfer	22.50
SJD Sports Coaching – June & July retainers	Bank Transfer	703.08
Magna – new hedge trimmer	Bank Transfer	254.40
Magna – repairs to lawn mower	Bank Transfer	115.98
Petty Cash	Bank Transfer	38.17

TOTAL EXPENDITURE **4,817.75**

Proposed: Councillor A Goy
 Seconded: Councillor D Whysall

Bank & Cash Book Reconciliation 23rd June 2020

Balances at bank: Current account	17,729.04
Instant account	58,072.22
Cambridge Building Society	50,000.00
Total	125,801.26

Less unpresented cheques	
20.2.20 Lord Mayor's charity	50.00
Total	125,751.26

July net income/expenditure 3,242.75

Total to reconcile 122,508.51

2020/61 Date of the Next Meeting

The date of the next meeting was arranged for Monday 28th September 2020, subject to any change to the restrictions in response to the COVID 19 virus.

Resolved: That the Annual Assembly be cancelled for 2020 in light of the COVID restrictions and information that would have been shared be included in the next Newsletter

That an Annual Meeting of the Parish Council should be held for the Election of Offices for 2020 /21 and that it be held at 6.30pm preceding the next Parish Council meeting

Proposed: Councillor A Goy
 Seconded: Councillor Shaun Mackie

The meeting closed at 9.40pm

Chairman:

Date: