**TREETON PARISH COUNCIL**

**MINUTES OF MEETING HELD VIRTUALLY ON**

**MONDAY 23rd NOVEMBER 2020**

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

**Councillors: G. Cooper, E. Levin, S.H.R. McKie, L.J. Pickford,**

 **D. Whysall**

**In attendance: Mrs J. James Clerk to the Council**

 **Borough Councillor B Walsh**

**2020/104 Apologies for Absence**

**Apologies were received from Councillor D.A. Goy.**

**2020/105 Public Question Time**

**There were no members of the public present.**

**2020/106 Declaration of Interests**

**Councillors Whysall and Levin declared a non pecuniary interest in part of item 12c Review of Staffing Resources.**

**2020/107 Minutes of Previous Meeting**

**Minutes of the Parish Council Meeting held 26th October were taken as read, copies having been circulated to all members of the Parish Council previously and with the agenda.**

**Resolved: That the minutes are approved and signed by the Chairman.**

**Proposed:** **Councillor Cooper**

**Seconded: Councillor Levin**

**2020/108 Matters Arising**

2020/59 c) The quote and options for a replacement **memorial plaque were**

**discussed.**

**Resolved: That the Chair and Clerk make arrangements for a memorial in the entrance to the community centre.**

**Proposed: Councillor Whysall**

**Seconded: Councillor Pickford**

2020/71 The Clerk reported that RMBC had declined to undertake any work on the overgrown shrubbery and so the Parish Council had worked in support of local residents to clear a small area that was of particular concern and that the residents were committed to future maintenance of the land. Treeton Terriers are working to remove the shipping container when ground conditions permit and RMBC have arranged for fly tipping to be removed.

2020/101c) RMBC’s proposals for road safety work on Long Line and Bole Hill were discussed at length in particular that imposing a weight restriction would result in there being a single point of access along Wood Lane in/out of the village for heavier vehicles and that whilst acknowledging that the road is wide enough for 2 lorries to pass extreme care is needed in parts given the exacting width and bends.

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Borough Councillor Walsh advised that highways engineers were monitoring the defects identified in the carriageway and that the safety works would include addressing these.

It was agreed that the Borough Councillor and Parish Chairman would meet and undertake a site visit to ensure a shared understanding of the concerns of the Parish Council.

**2020/109 Clerk’s Report & Correspondence Received**

**The Clerk’s report previously circulated was noted. It detailed the following:**

1. **RMBC updates on Covid-19: Coronavirus and other matters across the Borough.**
2. **RMBC advice regarding Remembrance events**
3. **RMBC weekly traffic reports.**
4. **RMBC Planning Applications and decisions across the Borough.**
5. **RMBC Licensing applications.**
6. **RMBC Rother Vale Neighbourhood update.**
7. **RMBC News from your Neighbourhood update.**
8. **Rotherham Town Centre news.**
9. **YLCA White Rose updates.**
10. **SYPTE changes to Supertram timetable as a result of 2nd COVID lockdown.**
11. **RMBC The Twentylands placing boulders to restrict off road motor bikes**
12. **RMBC Addressing overgrown footpath along Treeton Lane to Aughton**
13. **RMBC Potholes in the footpath within the church yard**
14. **Resident re private parking enforcement sign rear of Wood Lane**
15. **Resident re HGV travelling through the village to access Jones Homes site**

**Lates**

 **xvi.** RMBC Director of Public Health - Seeking out potential community venue for asymptomatic COVID testing. The Chair reported that the community centre is being explored as a potential venue.

 **xvii.** RMBC - Review of the joint working arrangements between Parish and Town Councils and RMBC.

**2020/110 Borough Councillors Report**

Borough Councillor Walsh updated the Parish Councill on construction traffic to the Jones Homes site using Wood Lane via Front Street rather than High Hazels and that hopefully the approach by the Clerk to the contractors would remedy this matter.

He summarised the proposals to improve road safety on Long Lane/Bole Hill through signage by the road and on the carriageway as discussed under matters arising.

He advised that he had arranged for the regular street cleaning on Front Street in future years to be rescheduled to take place in autumn to address the accumulation of leaves and that he had requested an additional one off clean for this year.

**2020/111 Standing Items**

1. **Reading Room**

The Reading Room remains closed to visitors. It was agreed that use of the building by the community needs to be promoted and that caretaking and cleaning resources would be reviewed in response. The Clerk was asked to include an item in the newsletter to explore interest in a friendship club and coffee mornings.

1. **Allotments**

The Clerk reported she had written as instructed to the tenant whose allotment required tidying, it was agreed that the situation be reviewed in the spring.

1. **Burial Ground**

The Clerk reported that the new gates for the burial ground would hopefully be fitted before Christmas and that two seats worn beyond safe use have been removed. Contacts for the owners of the remain three badly worn seats were provided by Councillor Whysall and agreed that the Clerk would write requesting the seats be repaired, replaced or removed.

In the absence of any reply from the farmer in respect of purchasing additional land it was agreed the Clerk would write to Duke of Norfolk’s Estates who are believed to be the land owner.

1. **Recreation Ground and Play areas**

Nothing to report.

1. **Environment**

The Clerk reported that the Footpaths Officer & Village Handyman had completed the planting around the mine wheel and wagon. It was agreed the Chairman would explore painted signage on the mine wagon.

1. **Planning Applications**

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

Jones Homes have submitted a request to vary the current planning consent by altering the position of some of the houses on the estate currently under construction. Councillor Walsh advised that this is quite common as ground and market conditions become apparent as development on site progresses.

A decision on the conversion of the former Treeton Youth Enterprise Centre into 14 residential apartments remains pending the outcome of discussions between RMBC and the developer aimed at addressing objections before an Officer recommendation is put to the Planning Board.

**2020/112 Report from Representatives on External Bodies**

1. **RMBC/Parish Council’s Liaison Committee**

The Clerk reported that a review of the joint working arrangements between Parish, Town Councils and RMBC is taking place to reflect the increased roles of Parish Councils and changes in the Borough Council. There will be virtual consultation meetings through December & January with the aim of having a draft charter by the end of February ready for final approval in summer 2021 after local elections.

It was noted that contact details to reflect the new Clerk to Treeton need updating.

1. **YLCA Branch Representatives**

Nothing to report.

1. **Treeton Youth Club**

The Chairman reported that the youth club had been paused due to national COVID restrictions however the outdoor classroom is now in place and it is hoped when restrictions are lifted the community centre will be well placed to resume hosting the youth club.

1. **Community Centre & Playing Fields Memorial Committee**

The Chairman reported on successful funding from Sports England for football facilities, temporary repairs that had been undertaken on the cricket ‘catch net’ and the departure of CISWO representative from the committee.

He also reported that Keith Haynes on behalf of the Memorial Committee had expressed thanks to the youth club for their litter picks around the playing field.

**2020/113 Community Centre**

The Chairman reported that whilst the limited community activities within the Community Centre had paused in line with COVID restrictions the two half day sessions with Rotherham College were progressing well.

An exercise (walk) and pick up a packed lunch session had also taken place.

He also reported that in addition to the completion of the outdoor classroom that a hard surface had been laid and that the base for the container storage which is expected on site in the coming week was also in place.

**2020/114 Chairman’s Review**

The Chairman reported that a quiet but non the less poignant remembrance had taken place around the war memorial on Remembrance Sunday.

**2020/115 Any Other Urgent Business**

1. Councillor Whysall asked for an update on progress to address external lighting issues around Treetown Crescent Bungalows, the Chairman advised he was in contact with RMBC Housing Officers with the hope of remedying this.

Borough Councillor Walsh left the meeting

**2020/116 Finance and General Purposes**

1. **Audit of 2019/20 Accounts**

The Clerk reported that the external audit of the 2019/20 accounts had been completed and the accounts signed off and that in order to meet statutory requirements the report will be made publicly available on the Parish Council website.

1. **Annual Assessment of Risks and Statement of Internal Control**

The management of risk and the internal controls of the Parish Council have been reviewed by Councillors Goy and Pickford.

Resolved: That the reviews and assessments are accepted and that the Financial Risk Assessment policy be adopted.

Proposed: Councillor Pickford

Seconded: Councillor McKie

 **c) Approval of continuing payments**

In accordance with Financial Regulation 5.6 approval is sought for delegated authority to ensure continuous payment for services due as a result of contractual obligations and/or statutory duty.

Resolved That authority be granted.

Proposed: Councillor Whysall

Seconded: Councillor Cooper

1. **Precepting 2021/22**

**Review of Fees and Charges**

Resolved:

Allotment rentals to increase from £6 to £8.

Garage rentals to increase from £25 to £35.

Mason’s field to remain at £100.

Cowfield to increase as existing arrangement by £10 to £190.

That these changes take effect from the next rental period 30 Sept 2021.

Fees for burials and cremations to remain unchanged.

Fees for memorials to remain unchanged.

The 50% premium for non Treeton residents in the burial ground to remain

Unchanged.

Charges for advertisements in the newsletter to remain unchanged.

Charges for Reading Room lettings to remain unchanged at £5 per hour for residents of the village and to increase from £10 to £15 per hour for renters external to the village.

Proposed: Councillor Cooper

Seconded: Councillor Whysall

The fees and current policy of allowing pre-purchased plots in the burial ground was discussed in the context of ensuring availability in the burial ground remains for residents of Treeton at the point of necessity.

Resolved: That with effect from 1st January 2021 no further pre-purchase of plots will be allowed, noting this has no impact on the current owners of exclusive rights to burial.

Proposed: Councillor Whysall

Seconded: Councillor Cooper

**Review of Staffing Resources**

The Chairman reported on considerations of the task and finish group established to explore staffing resources.

Resolved:

That the Clerk’s salary continues to be paid in line with National Joint

Council rates increased to 12 hours a week from 1st Jan 2021 plus additional hours as periodically agreed. Travel paid in accordance with National Joint Council rates. Office expenses reimbursed at cost.

That the Village Handyman remains at 16 hours per week and at the National Living Wage

That the Village Footpaths Officer remains at 16 hours per week and at the National Living Wage

Councillors Whysall and Levin declared an interest in this item, neither took

part in the discussion.

That the Reading Room Caretaker/Cleaner remains at 6 hours per week pending the review of community use of the Reading Room agreed at item 2020/111 above

Proposed: Councillor Cooper

Seconded: Councillor Pickford

**Items for inclusion in estimates for 2021/22**

The Clerk asked Parish Councillors for guidance on items they may wish to have included in the estimates for the precept for the 2021/22 financial year. It was agreed that they would review the suggestions in the Clerk’s report and offer further ideas by email to the Clerk for agreement at the next meeting.

1. **Budget Monitoring & Approval of Accounts for Payment**

The Clerk outlined the accounts to date. A monitoring statement of

expenditure against budget, a copy of the cashbook and an up to date

financial statement of the Parish Council’s affairs was previously emailed.

The following accounts were approved for payment.

Receipts £

|  |  |  |  |
| --- | --- | --- | --- |
| Interest on Co-op Bank Account | BACS |  | 59.17 |
| **Lates**Miners Welfare Advert in Newsletter | Cheque |  | 50.00 |
|  |  |  |  |
| **TOTAL INCOME** |  |  | **109.17** |

Payments

|  |  |  |
| --- | --- | --- |
| Staff Salaries & expenses October | Bank Transfer | 1995.23 |
| Opus Energy - gas Oct - Nov 2020 | Direct Debit | 46.86 |
| Opus Energy – electricity Oct - Nov | Direct Debit | 43.58 |
| PFK Audit fee | Bank Transfer | 360.00 |
| Printer Ink above subscription | Direct Debit | 0.00 |
| Petty Cash - plants | Bank Transfer | 63.75 |
| Bliss Internet –No charge in lieu of ad in Newsletters  | Bank Transfer | 0.00 |
|  |  |  |
| **TOTAL EXPENDITURE**  |  | **2509.42** |

Proposed: **Councillor Whysall**

Seconded: **Councillor Levin**

**Bank & Cash Book Reconciliation**

**30th October 2020**

£

Balances at bank: Current account 35,424.25

 Instant account 58,072.22

Cambridge Building Society 50,000.00

**Total**  **143,496.47**

October net income/expenditure 2,400.25

**Total to reconcile 141,096.22**

**2020/117 Date of the Next Meeting**

The date of the next meeting was arranged for Monday 14th December, 2020 and agreed would take place by Zoom.

The meeting closed at 9.00pm

**Chairman:**

**Date**:

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