**TREETON PARISH COUNCIL**

**APPROVED MINUTES OF THE**

**PARISH COUNCIL MEETING HELD IN THE READING ROOM**

**ON MONDAY 26th September 2022**

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

**Councillors: V. Beckett, R.J. Croxton, E. Levin.**

**L Barnes, G Scott (from item 2022/147)**

**O. Baum-Dixon (from 8.20pm)**

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

**The meeting began with a minute of silence to reflect on the passing on Her Majesty Queen Elizabeth II.**

**2022/141 Apologies for Absence**

**Apologies were received from Cllrs A. Badger and W. Parker-Foers and from**

**O. Baum-Dixon (delayed)**

**2022/142 Public Question Time**

**3 members of the public attended, there were no questions.**

**2022/143 Declaration of Interests**

**There were no declarations of interest**

**2022/144 Minutes of Previous Meetings**

**Minutes of the Parish Council Meeting held 25th July 2022 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 Beckett**

**Seconded: Councillor Levin**

**2022/145 Matters Arising**

2022/63 R/o Wood Lane site The Clerk reported that the outcome of the Strategic Asset Management review by RMBC is awaited.

Resolved That the 2 remaining garages should be removed at an estimated cost of £1600 and the outgoing tenant be asked to contribute to the cost

Proposed: Councillor Beckett

Seconded: Councillor Levin

It was agreed that the Clerk should obtain quotes for a gate to secure the entrance.

**2022/146 Co-option to 2 vacancies on the Parish Council**

Resolved: To co-opt Lee Barnes and Graham Scott to the 2 vacant seats on the Parish Council

Proposed: Councillor Levin

Seconded Councillor Croxton

**2022/147 Clerk’s Report & Correspondence Received**

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

1. **RMBC - Planning applications and decisions across the Borough.**
2. **RMBC - Weekly traffic reports across the Borough.**
3. **RMBC - Licensing applications across the Borough**
4. **RMBC - Events through August, September & October**
5. **RMBC - Town Centre news.**
6. **RMBC - Rotherham Roundup.**
7. **Rothervale Ward News from your Neighbourhood**
8. **RMBC – Made in Rotherham Show**
9. **RMBC for the Environment Agency Flood Warden Webinars in November**
10. **RMBC - Youth Investment Fund - open for bids**
11. **RMBC – Dates of Housing Surgeries**
12. **RMBC - Invitation to their tenant's open day on 29th Sept.**
13. **RMBC – Poverty & Cost of living slide set from the Director of Public Health**
14. **SYPolice - Police & Crime Panel Annual Report**
15. **Alexander Stafford MP –** **latest news covering his street surgeries, a range of local topical items** **and his paying respects on behalf of the Ward on the death of Her Majesty the Queen**
16. **YLCA - White Rose Updates covering a range of topical items**
17. **YLCA - Training Programme**
18. **YLCA - September Conference**
19. **YLCA – Advice regarding the YWA hosepipe ban**
20. **YLCA – Briefing analysing levels of precept**
21. **YLCA - on behalf of RMBC election to vacancies on RMBC Joint Working Group**
22. **NALC Chief Executive’s Weekly Bulletin covering a range of topical items**
23. **SYPTE** **– Financial support by the SYorks authorities to fund school bus services and a link to the services from 1 Sept**
24. **SYPTE – Industrial action affecting rail services**
25. **SYPTE – Public Transport over 19th Sept Bank Holiday**
26. **SY. Combined Mayoral Authority – Have your say on proposed bus service changes**
27. **Resident – overgrown bushes along Washfield Lane -reported to RMBC**
28. **Resident –re sites for speed awareness cameras and vehicles speeding down Mill Lane from the traffic lights – responded.**
29. **Resident – unauthorised use of 1 Mill House for business activity – reported to Planning Enforcement**
30. **Resident – overgrown bushes along Washfield Lane -reported again to RMBC**
31. **Cllr Croxton – Unsafe fence post and broken gravel board on pavement Washfield Road – emailed Sec to Playing Fields Memorial Committee**
32. **Resident – concerns over parking on pavements and traffic speed Wood Lane/Dale Croft – referred to RMBC Highways and Police**
33. **Rev Barringer – Joint Rivers Team Civic Service to commemorate the life of HM Queen Elizabeth II – Cllr Beckett representing the Parish Council**

**LATES**

1. **Resident – changes to bus services, removal of weekend early morning buses – emailed SYPTE, Regional Mayor, Ward Cllrs, MP.**

**2022/148 Borough Councillors Report**

Item not taken.

**2022/149 War Memorial – Proposals for restoration**

The Clerk reported that she has quotes for the legal fees in respect of the land transfer.

Resolved: To accept the quote of £890.00 from Foys and to instruct the Clerk to contract

Proposed: Councillor Beckett

Seconded: Councillor Levin

The Clerk reported that the deadline for RMBC to decide to make a tree preservation order in response to the Parish Council’s planning application to undertake work on the trees has now passed without RMBC giving notice of their intent to consider TPO and the work as specific in the planning application may now commence. Quotes have been sought for the work.

Resolved: To accept the quote of £5,900 from Direct Tree Services and to instruct the Clerk to make arrangements for the work to commence

Proposed: Councillor Levin

Seconded: Councillor Beckett

It was further reported that work to clean the memorial is expected to commence 1st November, that it will take 2/3 days and to be aware that there will be scaffolding around the memorial for part of that time.

**2022/150 Planning & Review of Progress on Projects through 2022**

1. Update on approach to RMBC re Well Lane

Cllr Adair advised there was nothing further to report. Cllr Barnes expressed an interest in working on the project to explore MUGA or similar in the village.

**Action** The Clerk to chase RMBC over the broken goal posts and enquire if the pitch can be marked out for 5 a side.

1. Suggestion of addressing drainage on Cowfield

Cllr Adair advised that he is in discussion with the Banks Group over potential grant funding.

1. Santa’s Sleigh

Item re-ordered on the agenda awaiting the attendance of Cllr Baum-Dixon

1. Christmas Trees on lampposts

The Clerk confirmed that arrangements are in place for 75 trees with tinsel for daylight decoration and lights for 6 hours during late afternoon, evening into night.

The forward planner was reviewed and noted.

It was agreed that Cllr Beckett would explore holding a Christmas Treeton Bake Off with full details required by the October meeting.

**2022/151 Standing Items**

1. **Reading Room**
	1. Housing & Parish Councillor surgeries:

12th October – Cllrs Adair & Croxton

26th October – Cllr Adair & Croxton

* 1. Proposals for refurbishment

Plastering & Painting

The Chairman reported that the plastering had been completed and painting was scheduled in the coming few weeks.

Kitchen Refurbishment

It was agreed that Cllr Beckett would obtain quotes for refurbishment to include sink, fridge, cupboards and worktops and with provision for a microwave and similar plugin domestic kitchen appliances.

Resolved: That the front elevation be repointed, a new notice board installed and 2 half barrel tubs with plants. The Clerk was asked to seek quotes.

Proposed: Councillor Croxton

Seconded Councillor Levin

1. **Allotments/Garage sites**
2. Conditions’ site check.

Trees

The Clerk reported that the willow tree was removed in August and that she is arranging for the arborist to return to look at the tree which was concerning one of the tenants

Condition Issues

It was **agreed** that the Clerk would arrange a suitable time for a further general allotment check with Cllrs Parker-Foers and Barnes

1. **Burial Ground**
2. Extension to the burial ground

The Clerk reported that the solicitors have now lodged the forms and evidence with the Land Registry to being the process of registration. Timescales are unknown beyond it being several months.

1. Proposals for Burial Ground Guidelines

Deferred

1. Progress on programme of repairs and maintenance

The Clerk reported that the ‘tidy compound’ has been completed

Resolved: That the first footpath up through the burial ground is replaced in patterned concrete, that £12,000 is identified in reserves and that the Clerk is instructed to obtain quotes.

Proposed: Councillor Beckett

Seconded: Councillor Scott

Resolved: To agree the additional grounds maintenance work at a cost of £1,100

Proposed: Councillor Scott

Seconded: Councillor Croxton

1. **Recreation Ground and Play areas**

Nothing to report.

1. **Environment**

The Clerk reported that 3000 spring bulbs will be planted by the village team over late Sept/October and that the mine tub on Bole Hill and the wheel on Mill Lane will also be planted up. Shaun was thanked for this work.

Cllr Beckett raised concerns over persistent parking on the pavement corner of Front Street/Well Lane. **Action** Clerk to report again to the Police and request RMBC consider bollards or planters to prevent vehicle access onto the pavement.

Cllr Scott raised concerns over Fly tipping on Long Lane. **Action** Clerk to report to RMBC.

Cllrs Scott and Beckett raised over the use of Long Lane by HGVs and the road safety issued this brings. **Action** Clerk to raise with RMBC.

1. **Planning Applications**

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

In Treeton there has been:

Application for a dwelling off Church Lane (site of MUGA) – refused.

Application buildings at Old Flatts Farm - approved with the condition that there is no use for business purposes eg hiring, hacking, livery or as a riding school

Felling of tree at The Old Rectory, Front Street – Referred to Planning Enforcement

Further application on the site ie on the MUGA at the Former Enterprise Centre to build 4x 2-bedroom apartments – Objections submitted. The Clerk reported that there has been no decision on the applications on this site to vary planning conditions changing stone facia for render and wooden windows for uPVC.

Application to erect extensions at 20 Windle Court – no comment.

Appeal - Change of use to mixed residential and podiatry business at 18 Shorland Drive – no comment.

Orientation of mine wheel Wood Lane - discussions are ongoing with RMBC and Jones Homes to secure its reorientation

**2022/152 Report from Representatives on External Bodies**

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

The Chairman reported on the Housing Strategy meeting he had attended.

1. **YLCA Branch Representatives**

Nothing to report

1. **Banks Group – Penny Hill Wind Farm**

The Chairman reported on repairs and maintenance work on the turbines and proposals to seek to extend the life of the windfarm from 25 to 40 years.

1. **Treeton Youth Club**

The Chairman reported that the club remains well attended and popular.

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

The Chairman reported on repairs and maintenance planned to Washfield Lane play park in order to respond to health and safety concerns.

**2022/153 Community Centre**

The Chairman reported that community playback continues to assist with tasks across the village, on the popularity of the luncheon club and that coffee mornings had raised £310 for the Children’s Hospital helipad appeal.

**2022/154 Chairman’s Review**

The Chairman noted the sad mood of the village and nation on the death of HM the late Queen, concern over rising energy costs and thanked the growing number of litter pickers for work in keeping Treeton tidy.

**2022/155 Finance and General Purposes**

1. **Review of Records Management Policy & GDPR Data/Information Audit. Review of Management of Memorials Policy**

Resolved: To approve the unamended policies and review in 2 years’ time.

Proposed: Councillor Scott

Seconded: Councillor Levin

1. **Audit of Accounts 2021/22**

The Clerk reported that the external audit of the 2021/22 accounts had been completed and the accounts signed off and that in order to meet statutory requirements the Notice of Completion of Audit had been posted in the Reading Room Notice Board and the report will be made publicly available on the Parish Council website.

1. **Financial Monitoring**

The month 5 financial monitoring report was presented and contents noted

1. **Approval of accounts for payment**

The following accounts were approved for payment.

Receipts £

|  |  |  |
| --- | --- | --- |
| Foers – Burial Fees  | BACS | 3,430.00 |
| IRIS – Credit for usage fee charges in error in January | BACS | 8.51 |
| Mindful Memorials – memorial fee  | BACS  | 50.00 |
| Allotment & Garage Rents 22/23  | BACS  | 565.00 |
| HMRC VAT refund April - August  | BACS  | 1,816.70 |

Payments

|  |  |  |
| --- | --- | --- |
| Staff Salaries, Pension & Expenses August 2022 | BACS/DDebit | 1,618.59 |
| Staff Salaries, Pension & Expenses September 2022 | BACS/DDebit | 1,712.43 |
| HMRC Q2 Tax & NI  | BACS  | 610.80 |
| Opus Energy - Gas Aug 2022  | Direct Debit | 23.94 |
| Opus Energy - Gas Sept 2022 | Direct Debit | 25.90 |
| Opus Energy – Electricity Aug 2022 | Direct Debit  | 54.02 |
| Opus Energy – Electricity Sept 2022 | Direct Debit | 58.26 |
| Jane Haddrell – Youth Club & R. Room Clean Sept | BACS | 89.10 |
| A Flinders – Burial Ground Maintenance July | BACS | 266.66 |
| A Flinders – Burial Ground Maintenance August | BACS | 266.66 |
| PKF - External audit fee | BACS | 480.00 |
| Direct Tree Services – removal of tree Well Lane | BACS | 430.00 |
| Dignity – Grave Digging Fees  | BACS  | 2,727.00 |
| J Brailsford Print – Sept Newsletters | BACS | 455.70 |
| Hobsons – Spring bulbs | BACS | 104.40 |
| Hobsons – Spring bulbs | BACS | 65.00 |
| Urban Petals – Flowers late Parish Council Member Chairs Allowance | BACS  | 48.00 |
| Urban Petals – Flowers HM The Queen (S137) | BACS  | 120.00 |
| Urban Petals – Flowers late Parish Council Member Chairs Allowance | BACS | 48.00 |
| Haymans – Plastering Reading Room  | BACS  | 318.90 |
| Grange Fabrications – Compound in burial ground  | BACS  | 4,644.00 |
| RMBC Ground rent Rother Cresc Allotments | BACS | 25.00 |
| Amazon Paper towels & loo rolls | DDebit | 36.07 |
| Petty Cash – refreshments, weedkiller, mugs | BACS | 71.44 |
| Petty Cash –refreshments, plants, cleaning materials  | BACS  | 56.44 |
| W Parker-Foers – Paint/materials for burial grnd gates  | BACS  | 48.58 |
| Bliss Internet – in lieu of advert in newsletter | - | 0.00 |

Proposed: **Councillor Levin**

Seconded: **Councillor Beckett**

**Bank & Cash Book Reconciliation 31st August 2022**

£

Balances at bank: Current account 9,836.03

 Instant account 48,158.93

Cambridge Building Society 80,000.00

Nationwide Building Society 35,055.46

**Total £173,050.42**

**2022/156 Any Other Urgent Business**

Overgrown hedge on Washfield Lane – **Action** Clerk to report again to RMBC

Death of ex Parish Councillors Dennis Whysall and Eric Haycox – the passing of these two late colleagues was noted with sadness and condolences offered to their families. The Parish Council are grateful for their significant contributions over many years.

Picnic tables by River Rother – Cllr Becket requested the removal of these benches and their potential relocation be an item for the next meeting

*Cllr Baum Dixon joined the meeting*

**2022/150 Planning & Review of Progress on Projects through 2022**

Reordered item

iii. Santa’s Sleigh

It was agreed that the Parish Council would support the sleigh with gifts for Santa’s sack and that a budget of £500 be identified subject to further details by Cllr Baum-Dixon to the next meeting.

**2022/157 Date of the Next Meeting**

The date of the next meeting will be Mon 24th October 2022 at 6.30pm

**2022/158 Exclusion of the Press & Public**

Resolved: To exclude the Press & Public on the grounds that the consideration of

the following items may involve the likely disclosure of confidential information (s1 (2) Public Bodies (Admission of Meetings) Act 1960).

Proposed: Councillor Beckett

Seconded: Councillor Croxton

**2022/159 Allotment Condition Issues**

The Clerk updated on satisfactory progress to address the condition issues

The meeting closed at 8.30 pm

Chairman: Date:

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