**TREETON PARISH COUNCIL**

**APPROVED MINUTES OF THE**

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

**ON MONDAY 24th OCTOBER 2022**

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

**Councillors V. Beckett, R.J. Croxton, E. Levin, W. Parker-Foers,**

**G Scott, O. Baum-Dixon (from 6.50pm)**

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

**2022/160 Apologies for Absence**

**Apologies were received from Cllr A. Badger**

**2022/161 Public Question Time**

**2 members of the public attended.**

**The request for a 36” memorial on a cremated remains plot was agreed.**

**2022/162 Declaration of Interests**

**There were no declarations of interest**

**2022/163 Minutes of Previous Meetings**

**Minutes of the Parish Council Meeting 26th September 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 Levin**

**Seconded: Councillor Beckett**

**2022/164 Matters Arising**

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

Further that the 2 dilapidated garages have now been removed but regrettably she has been unsuccessful in getting a contribution from the remaining tenant and so this will be at full cost to the Parish Council.

She reported that some debris still remains for which work is underway to remove, the indicative quote of £150 for removal as **accepted.**

Work is ongoing on a gate to secure the entrance which in the meantime will be fastened off by a chain.

Agreed that the site should be an agenda item for the next meeting to consider future plans.

2022/151e Environment – Parking on Pavements. The Clerk reported that as a result of photographic evidence the Police have advised they will consider warning notices. RMBC have advised they will consider the feasibility of bollards to restrict vehicular access to the pavement.

**2022/165 Clerk’s Report & Correspondence Received**

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

1. RMBC - Details of planning applications, decision and appeals.
2. RMBC - Roadworks reports
3. RMBC - Details of Licensing applications
4. RMBC - Rotherham Town Centre News
5. RMBC - Rotherham Roundup
6. RMBC - Rothervale Ward News from your Neighbourhood
7. RMBC – Training session on GDPR
8. SYPolice – Advised that due to shift changes there will no longer be CPSO presence at the fortnightly surgeries – representations made and attendance reinstated.
9. YLCA – White Rose update
10. YLCA – Branch meeting
11. YLCA – Councillor discussion forum
12. YLCA - October Law & Governance Bulletin
13. NALC – Chief Executive’s Bulletin
14. SYPTE – Changes to bus timetables
15. SYPTE – Return of Supertram into public ownership
16. SYPTE – Explanation of reasons behind reductions in bus services
17. Environment Agency - flood awareness webinars
18. PCllr L Barnes – resignation. The casual vacancy created as a result of this resignation has been advertised.
19. Primary School Councillor – concern over litter, dog fouling, interest in flowers and a willow tunnel by the war memorial and a wish for more play equipment – responded, raising issues with RMBC where relevant.
20. Resident – missing bus service for children to Aston Academy – contacted SYPTE, the Academy and Ward councillors
21. Resident – wanting health and safety check of a private rented property – given RMBC number and date of the next Housing surgery
22. Resident – thanking the Parish Council for the visible improvements in the village
23. Rotherham NHS Foundation Trust – Elections to governor positions

**2022/166 Borough Councillors Report**

Item not taken.

**2022/167 War Memorial – Proposals for restoration**

Cllr Parker-Foers reported that the work on the trees has been completed including some additional health and safety work to remove tree stumps and that the work to clean the memorial is expected to commence 1st November.

She further advised that to complete the next stage of the project which aims to make the space welcoming for residents work will be needed to clear more of the ivy and undergrowth alongside creating a flagged area beyond the war memorial, installation of a bench/planters/sculpture and landscaping. Agreed All to provide ideas to Cllr Parker-Foers for her develop details proposals and quotes for the next meeting.

Whilst the capital elements can be funded by a £1,000 grant from RMBC and some work done in house agreement was sought to further sum of £2000 above the £12,000 earmarked budget previously agreed.

Resolved To retrospectively agree the additional expenditure of £900 for health and safety work to remove tree stumps and to ringfence a further **£2,000** within CIL funding to complete the project.

Proposed Councillor Parker-Foers

Seconded Councillor Scott

*Cllr Baum-Dixon joined the meeting*

**2022/168 Process for co-option to fill casual vacancies**

Following the recent resignation after just one meeting it was **agreed** that future candidates for co-option should be asked to attend at least 1 and preferably 2 meetings as part of ensuring their understanding of and preparedness for the role.

**2022/169 Planning & Review of Progress on Projects through 2022**

1. Update on approach to RMBC re Well Lane/MUGA type equipment in the village

No progress and agreed to pause this project for the foreseeable future.

1. Suggestion of addressing drainage on Cowfield

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

1. Santa’s Sleigh

Resolved: That the Parish Council’s involvement is limited to funding the contents of Santa’s sack with a budget of upto £500 and that Cllr Baum-Dixon will provide the Clerk with a list of gifts to be purchased.

Proposed: Councillor Baum-Dixon

Seconded: Councillor Scott

1. Treeton Christmas Bake off 10th December.

Resolved: Cllr Beckett to purchase gift vouchers to the value £30 for winner and £20 for second place in each of the 2 adult categories and £15 for winner and £10 for second place for each of the 2 child categories for 11-16 years and also for under 11-year-old and to explore sponsorship to cover some of the cost.

Further the Clerk to secure a trophy shield for the Beryl Lee award and a gift of chocolates with a total budget of £40 for the judges.

Proposed: Councillor Beckett

Seconded: Councillor Scott

The forward planner was reviewed and noted:

1. Nativity and Christmas lights

Cllr Beckett raised whether the nativity should be located in the war memorial garden and whether a Christmas tree would also be possible. Agreed the Nativity should remain in the church yard **action** Cllr Beckett to seek agreement of Rev Barringer and to explore options for a Christmas tree considering the necessary risk assessment. Agreed that the Clerk should purchase 9 sets of battery-operated Christmas lights for the nativity and to hang in the trees behind the war memorial.

**2022/170 Standing Items**

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

9th November – Cllr Adair

30th November – Cllrs Croxton & Parker-Foers

* 1. Proposals for refurbishment

Plastering & Painting

The Chairman reported that he is meeting with Community Payback to arrange painting works

Kitchen Refurbishment

Deferred

Frontage

The Clerk reported that she had sought 3 quotes to repoint the front of the building and had received 2 one of which was for heritage mix the other slightly cheaper for traditional sand/cement/lime.

Resolved: To accept the quote from Foers Contracts in a sum not to exceed £2,000 for the heritage mix given the historic nature of the building

Proposed: Councillor Beckett

Seconded: Councillor Levin

*(Whilst no pecuniary or other interest to declare in this company beyond sibling to ensure complete equity and transparency Cllr Parker-Foers took no part in this discussion)*

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

Cllrs Parker-Foers and the Clerk reported on the quarterly allotment check, agreed that the Clerk should write a general ‘please tidy up’ letter to all tenants early in the Spring. Specific concerns are addressed in the confidential part of the agenda.

Resolved: That a large sycamore to the rear of Well Lane that was causing concern to residents be removed because it has now become oversized for its location and repeated crown reduction is not a cost-effective solution and to waive standing orders requiring 3 quotes on the grounds of previously tested competitiveness and quality of workmanship and accept a quote of £850

Proposed: Councillor Levin

Seconded: Councillor Parker-Foers

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

The Clerk reported that this remains with the Land Registry.

1. Proposals for Burial Ground Regulations & Guidelines

The proposals were discussed in detail and at length.

Resolved: To adopt the Burial Ground Regulations and Guidance and fee proposals to take effect from 1st November 2022.

Proposed: Councillor Beckett

Seconded: Councillor Scott

**2022/171 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 Beckett

Seconded: Councillor Baum-Dixon

1. Progress on programme of repairs and maintenance

The Clerk reported on repairs and maintenance issues and that out of 6 quotes sought to replace footpaths 3 had been received.

There was a lengthy discussion over materials and which paths, if any beyond that originally planned for replacement should be included in the work

Resolved: To waive standing orders requiring 3 quotes on the grounds of previously tested competitiveness and quality of workmanship and to accept a quote of £400 to remove the maple tree which is damaging the gate turret and boundary wall

To accept the quote of £4,400 from the current contractor for grounds maintenance for 2022/23 and for the following 2 years to 30.11.2025 with increases in line with September CPI.

To accept the quote from P Rudram to replace in block paving path 1 £13,800 path 2 £5,270, path 3 £8,690 and path 5 £2,200

Proposed: Councillor Beckett

Seconded: Councillor Levin

1. **Recreation Ground and Play areas**

Nothing to report.

1. **Environment**
2. Removal of Picnic tables by River Rother

Cclr Croxton advised that these benches were on Environment Agency land and were becoming a focus for antisocial behaviour and that there had been no objections from Sheffield Wildlife Trust, Catcliffe PC or RMBC to their removal and that he was exploring how this might be achieved.

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 have been:

Further application on the site i.e., on the MUGA at the Former Enterprise Centre to build 4x 2-bedroom apartments – Refused

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 for an extension at 20 Windle Court – Approved

Application by Jones Homes for variations to the planning consent at the residential development off Wood Lane – house types etc - Approved

Application for an extension at 3 Dale Croft – No comment

Orientation of mine wheel, Wood Lane – the Clerk reported that she understands a planning application has been submitted. The Parish Council confirmed their wish that the wheel be reoriented as a welcome into the village and located sufficiently forward to be well sighted from the highway.

**2022/172 Report from Representatives on External Bodies**

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

Nothing to report

1. **YLCA Branch Representatives**

Nothing to report

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

The Chairman reported that grant funding is being sought for repairs to matting on the Cricket Club children’s play area

1. **Treeton Youth Club**

The Chairman reported that this continues to be well attended and that the children recently enjoyed a Halloween disco.

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

Nothing to report

**2022/173 Community Centre**

The Chairman reported that the centre remains busy with an increasing number of lettings and activities

**2022/174 Chairman’s Review**

The Chairman thanked the litter pickers for their continuing work in the village.

**2022/175 Finance and General Purposes**

1. **Internal Control Reconciliation & Accountability**

The Chairman and Cllr Parker-Foers signed off the verification that transactions and bank balances reported in minutes, reconcile to those on bank statements and match those recorded in the Rialtas accounting software and that they balance.

1. **Internal Audit – midyear report**

The Clerk reported that the usual midyear internal audit had been undertaken, there were no matters of concern.

1. **Financial Monitoring**

The month 6 financial monitoring report was presented and contents noted

1. **Approval of accounts for payment**

The following accounts were approved for payment.

Receipts £

|  |  |  |
| --- | --- | --- |
| RMBC 2nd half of Precept | BACS | 28,000.00 |
| Allotment & Garage Rents 22/23 | BACS | 480.00 |
| Co-op Deposit Account interest | BACS | 55.09 |
| LATES |  |  |
| RMBC Community Infrastructure Levy | BACS | 12,703.60 |

Payments

|  |  |  |
| --- | --- | --- |
| Staff Salaries, Pension & Expenses October 2022 | BACS/DDebit | 1,573.39 |
| Opus Energy - Gas Oct 2022 | Direct Debit | 25.19 |
| Opus Energy – Electricity Oct 2022 | Direct Debit | 51.31 |
| Jane Haddrell – Youth Club & R. Room Clean Oct | BACS | 89.10 |
| A Flinders – Burial Ground Maintenance September | BACS | 266.66 |
| Hobsons – Plants, bulbs, topsoil | BACS | 208.00 |
| T Adair – Wickes Paint & equipment for Reading Room | BACS | 62.80 |
| Fowler Sandford Ground rent Well Lane | BACS | 60.00 |
| Fowler Sandford Ground rent Front Street right of way | BACS | 1.20 |
| Business Stream Water Reading Room June – Sept 22 | BACS | 35.40 |
| Business Stream Water Burial Ground June – Sept 22 | BACS | 16.70 |
| Petty Cash –refreshments, cleaning materials | BACS | 10.82 |
| Bliss Internet – in lieu of advert in newsletter | - | 0.00 |
| Direct Tree Services – tree works on war memorial gardens (EMR) | BACS | 6,800.00 |
| S G Digger – removal of asbestos garages (EMR) | BACS | 1,530.00 |
| **LATES** |  |  |
| Petty Cash – chain, padlocks, fuel, refreshments | BACS | 59.29 |

Proposed: **Councillor Levin**

Seconded: **Councillor Scott**

**Bank & Cash Book Reconciliation 30th September 2022**

£

Balances at bank: Current account 5,709.17

Instant account 48,158.93

Cambridge Building Society 80,000.00

Nationwide Building Society 35,055.46

**Total £168,923.96**

**2022/176 Any Other Urgent Business**

The were no items of other business

**2022/177 Date of the Next Meeting**

The date of the next meeting will be Mon 21st November 2022 at 6.30pm

**2022/178 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 Parker-Foers

Seconded: Councillor Beckett

**2022/179 Allotment Condition Issues**

The Clerk updated on satisfactory progress to address condition issues on 3 plots and concerns over breaches of tenancy conditions on 3 other plots.

Resolved: That the breach of conditions be addressed.

Proposed: Councillor Parker-Foers

Seconded: Councillor Beckett

The meeting closed at 9.50 pm

Chairman: Date:

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