# **TREETON PARISH COUNCIL**

## **APPROVED MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD AT THE BAPTIST CHURCH**

## **ON MONDAY 22nd MAY 2023**

**Present: Councillor: T Adair (Chairperson)**

**Councillors Cllrs. V. Beckett, R.J. Croxton, K. Hickey, W. Parker-Foers, G. Scott, O. Baum-Dixon (6.45)**

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

 **Ward Councillor A. Brookes (6.50)**

### **2023/64 Election of Chairman**

**Resolved: That Councillor W Parker-Foers is elected Chairman of the Parish Council for the following year**

**Proposed Councillor Beckett**

**Seconded Councillor Hickey**

***Councillor Parker-Foers took the Chair***

### **2023/65 Election of Vice - Chairman**

**Resolved: That Councillor O Baum-Dixon is elected Vice- Chairman of the Parish Council for the following year**

**Proposed Councillor Beckett**

**Seconded Councillor Parker-Foers**

### **2023/66 Rotherham MBC/Parish Council Network Meeting (ex-Liaison Committee)**

**Resolved: That whilst any Parish Councillor may attend that Councillors T W. Adair & O. Baum-Dixon represent the Parish Council at the meeting**

**Proposed Councillor Parker-Foers**

**Seconded Councillor Hickey**

### **2023/67 YLCA Branch Representative**

**Resolved: That Councillor W. Parker-Foers represents/nominates others to represent the Parish Council as the YLCA Branch representative**

**Proposed Councillor Parker-Foers**

**Seconded Councillor Hickey**

### **2023/68 Banks Group Representative**

**Resolved: That Councillor T. W. Adair represents the Parish Council at the Banks Group branch meetings.**

**Proposed Councillor Parker-Foers**

**Seconded Councillor Hickey**

### **2023/69 Treeton Parish Council Youth Club**

**Resolved: That Councillors T.W. Adair & O Baum-Dixon represent the Parish Council**

**Proposed Councillor Beckett**

**Seconded Councillor Hickey**

### **2023/70 Community Centre & Playing Fields Memorial Committee**

**Resolved: That Councillors T.W. Adair & O Baum-Dixon represent the Parish Council as trustees on the committee.**

**Proposed Councillor Beckett**

**Seconded Councillor Hickey**

### **2023/71 Apologies for Absence**

**Apologies were received from Cllrs Levin and Rowbottom**

### **2023/72 Public Question Time**

***Cllr Baum-Dixon joined the meeting***

**9 members of the public attended and made representations requesting kerbs be allowed at a family grave in the burial ground.**

***Ward Cllr Brookes joined the meeting***

### **2023/73 Declaration of Interests**

**There were no declarations of interest.**

**The agenda was reordered bringing forward items 17d and 13**

### **2023/74 Burial Ground -** Review of Burial Ground Regulations & Guidelines

**After listening to representations and an extensive discussion**

**Resolved: To defer the review to the next meeting**

**To allow by exception due to extenuating circumstances a kerb set on the Haycox plot B15**

**Proposed: Councillor Baum-Dixon**

**Seconded: Councillor Scott**

### **2023/75 Wood Lane Mine wheel Update**

**The Chairman reported that Jones Homes have confirmed receipt of the letter making representations over the siting and orientation of the wheel and that it is receiving consideration and further that RMBC have confirmed they have now issued an Enforcement Notice in respect of the wheel for non- compliance with the approved plans. Jones Homes have 28 days to appeal the notice.**

**The Clerk reported on process. Action to include an item in the newsletter and to update further once a reply is received from Jones Homes and/or an appeal is lodged.**

### **2023/76 Minutes of Previous Meetings**

**Minutes of the Parish Council Meeting held 24th April 2023 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 Hickey**

### **2023/77 Matters Arising**

2022/204xix Pick up litter/dog waste signs on lamp posts - The Clerk reported that RMBC are making arrangements with the school

2023/35e Environment: Footpath Well Lane/Flatts Lane to Catcliffe – The Clerk reported that YWA have still to respond to a third request from RMBC for a site meeting and that they are chasing the matter.

### **2023/78 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 - Rothervale News
4. RMBC - Rotherham Town Centre News
5. RMBC - Rotherham Roundup
6. RMBC – What’s on through May
7. YLCA – White Rose bulletin
8. YLCA - Training and Discussion Group Opportunities
9. YLCA – Law & Governance Bulletin & VAT Note
10. YLCA – S.Yorks Branch meeting and training event on 21st June
11. NALC – Chief Executive’s Bulletin - a range of items of national interest
12. SYPTE - impact of planned industrial action on rail services and details of changes to rail timetables.
13. Alexander Stafford – newsletter covering activities over the coronation weekend
14. Resident – Requesting a copy of Burial Ground Regulations prior to 1.11.22 – directed to Parish Council minutes
15. Resident – use of residential property for business purposes – reported RMBC
16. Cllr Rowbottom– on behalf of residents – long grass verges on High Hazel Road – reported to RMBC
17. Parish Council team – blocked gulley Wood Lane – Reported to RMBC
18. Resident – Domestic property used for business – contacted RMBC
19. Member of the public – representation over a kerbed memorial – noted for review of Burial Ground Regulations
20. Resident – broken swing at Well Lane play park – passed to RMBC
21. Cllr Croxton – overhanging trees on Station Road – reported to RMBC who have raised an instruction for them to be cut back

**Additional grit bins** – The Clerk reported that whilst there is political will to support the proposal that the Parish Council fund bins with the Borough Council filling them with salt RMBC do not have the resources to do so.

Councillor Beck (Cabinet Member for Community Safety & Waste) has requested an options paper from officers to explore this further. Cllr Brookes confirmed the political will but operational challenges.

### 2023/79 Borough Councillors Report

Cllr Brookes apologised for being unable to attend Parish Council meetings the past few months, it was acknowledged that she does respond via email/phone and that was welcomed.

Concerns were raised over the wooden posts on Well Lane and whilst both Amy and the Parish Council were disappointed that steel rails had not been a financially viable option **agreed** that further wooden posts were needed to fill gaps. Action Amy to address with RMBC Officers

### 2023/80 Presentation of Accounts for 2022/23: Approval of Annual Governance & Accountability Return & Annual Report

a. Report of the Internal Auditor & Appointment of same for 2023/24

The report of the internal auditor was presented to the Parish Council

Resolved: That the report be received, noting no matters of concern were raised ` and further that Brian Smyth be appointed auditor for 23/24

Proposed: Councillor Beckett

Seconded: Councillor Hickey

b. The Annual Governance Statement of the Council for the year ended 31st March 2023

This was presented to the Parish Council for approval and signature.

Resolved: That the Governance Statement is approved and signed by the Chairman.

Proposed: Councillor Beckett

Seconded: Councillor Croxton

c. Accounting Statements as at 31.3.23

These were presented to the Parish Council for reviewing, approval and signature

Resolved: That the Statements are noted, approved and signed by the Chairman.

Proposed: Councillor Beckett

Seconded: Councillor Parker-Foers

d. Chairman’s Annual Report to the Parish 2022/23

This was presented to the Parish Council to note.

### 2023/81 Annual Review of Standing Orders, Financial Regulations, Financial Risk Assessment & Internal Controls, Approval for Continuing Payments

Resolved: - That the Standing Orders & Financial Regulations be adopted.

* The summary & schedule of policies and their review timescales and the Financial Risk Assessment & Internal controls be noted and agreed to be adequate.
* That delegation to the Clerk is agreed for continuing payments to meet contractual obligations

Proposed: Councillor Parker-Foers

Seconded: Councillor Beckett

### 2023/82 War Memorial Project – Update on progress

Cllr Parker-Foers updated briefly on progress with landscaping and plans for the paved area.

Resolved: To accept the quote from Lakeside Paving in the sum of £7,300 for the paved area

Proposed: Councillor Parker-Foers

Seconded: Councillor Beckett

### 2023/83 Newsletter – agree draft of June edition

Cllr Baum-Dixon updated briefly on the content of the newsletter which he aims to go to print in the next week. Action Cllr Baum-Dixon to circulated by email for comment and **agreed** final sign off will be between Cllr Baum-Dixon and the Chairman.

### 2023/84 Planning & Review of Progress on Projects through 2023

1. Proposals to remedy drainage on Cowfield

Cllrs Adair and Baum-Dixon gave a brief update and advised that they will be taking this to the next meeting of the Community Centre & Playing Fields Memorial Committee

ii. Update on options for Planting the Coal Tub on Bole Hill

Cllr Beckett updated on proposals to grass seed in front of the tubs and subject to a quote to be agreed between Clerk and Chair to planting of ornamental perennials in the tub.

 iii. Flower Holsters – The Clerk reported that there will be 10% increase in the cost of the flower holsters to £6,600.

The forward planner was reviewed and noted:

### 2023/85 Standing Items

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

24th May - Cllr Croxton

7th June - Cllrs Parker-Foers and Hickey

 ii Progress on refurbishment/storage

Cllr Parker-Foers reported that the new kitchen had been installed, associated plumbing and electrical work completed and that flooring had been laid in the kitchen and back hall. Work remained on some outstanding joinery work, repainting the kitchen as a result of the need to replaster and to paint the toilet floors

The Clerk reported that work is ongoing to create secure storage.

Resolved: To confirm the delegation given by email to Clerk and Vice Chair to progress plastering and joinery repairs and refurbishment in the kitchen as an expediency to limit damage and reduce costs.

 To progress work to replace lights with LEDs at an estimated cost of £700.

 To progress the quotes to professionally strip, sand, repair as needed and treat with a protective varnish the hall floor at an estimated cost of upto £1,900 and for the Clerk and Chair to agree successful contractor.

Proposed: Councillor Baum-Dixon

Seconded: Councillor Beckett

Repointing Stone Side Elevation – deferred

1. **Allotments/Garage sites**

Item taken in Part B

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

This remains with the Land Registry.

1. New Paving

Cllrs Parker-Foers and Beckett reported that they had looked at the paving now the sanding had been completed and were content that the paths were satisfactory

1. **Recreation Ground and Play areas**

 Nothing to report

1. **Environment**

**Steps bottom of Mill Lane –The Clerk reported that the volunteer Rambler Group have carried out repairs to the steps.**

**Overflowing waste bins/fly tipping bottom of Washfield Lane – The Clerk reported that the fishing club have put 2 waste bins around the site for the anglers to use and will arrange for the contents to be collected and put into the commercial waste skip that the boat club have in place.**

**PCllrs expressed ongoing concerns over litter and agreed to review at the next meeting**

**It was further reported that there is a sign on the street waste bin advising that putting anything other than street and pocket waste in/around the bins is fly tipping which can attract a fixed penalty fine.**

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:

Decisions:

* Application to retain Wood Lane mine wheel in its current location – refused
* 22 Treetown Crescent: extension & conversion of outbuilding to make habitual space - approved

New Applications:

* Old Enterprise Centre – discharge of planning condition around provision of electric vehicle charge points – no comment
* Old Enterprise Centre – application to build 2 flats on site of the MUGA.

Resolved: To raise objections on the grounds of overdevelopment, parking and access and the loss of outdoor space for residents of the approved development

Proposed: Councillor Parker-Foers

Seconded: Councillor Baum-Dixon

### 2023/86 Report back from the Events Working Group

Cllr Baum-Dixon reported on a very successful Party on the Pitch to celebrate the King’s Coronation and on excellent feedback and calls from residents for a similar annual summer event in future years.

Further that the next event will be a Scarecrow competition for which more details and risk assessments will be brought to the June meeting alongside an update on plans for a Volunteer Recognition Event in September.

### 2023/87 Report from Representatives on External Bodies

1. **RMBC/Parish Council’s Network Meeting**

Nothing to report

1. **YLCA Branch Representatives**

Nothing to report

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

Cllr Adair reported on a change to who will be the lead co-ordinator within Banks Group

1. **Treeton Youth Club - Contract, fees & general update**

Cllr Adair reported that the youth club continues to be well attended by 15 to 20 children.

Cllr Baum-Dixon shared the draft SLA.

Resolved: That the SLA is finalised between Cllr Baum-Dixon and the Clerk and signed by the latter on behalf of the Parish Council

Proposed: Councillor Beckett

Seconded: Councillor Parker-Foers

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

Nothing to report

### 2023/88 Community Centre

Cllr Adair reported on a range of very successful fundraising activities in support of several local charities drawing particular attention to the Rainbow club

### 2023/89 Chairman’s Review

Cllr Parker-Foers thanked Cllr Adair the retiring Chairman for his many years of selfless hard work on behalf of the Parish Council in his role as Chairman, a sentiment echoed by all alongside a fervent wish to continue to work together for the benefit of Treeton Parish.

### 2023/90 Finance and General Purposes - Approval of accounts for payment

The following accounts were approved for payment, noting that the insurance policy which is amongst the payment has been reviewed and the level of cover satisfactory.

Receipts

|  |  |  |
| --- | --- | --- |
| Foers Burial Fees | BACS | 2,500.00 |
| Adverts in Newsletter | BACS | 670.00 |
| Treeton Terriers - use of Cowfield season 23/24 | BACS  | 210.00 |

Payments

|  |  |  |
| --- | --- | --- |
| Staff Salaries, Pension & Expenses May 2022 | BACS/DDebit | 1,707.03 |
| Opus Energy - Gas May 2023 | Direct Debit  | 71.74 |
| Opus Energy – Electricity May 2023 | Direct Debit  | 76.57 |
| A Flinders – Burial Ground Maintenance April | BACS | 366.66 |
| Dignity - Grave digging  | BACS | 1,646.00 |
| BHIB – Insurance Premium 23/24 | Direct Debit  | 1,270.61 |
| Gateford Mill Kitchens – Deposit on RR Kitchen EMR | BACS | 925.00 |
| Gateford Mill Kitchens – Balance on RR Kitchen EMR | BACS | 975.00 |
| Treeton Waste – removing old kitchen EMR | BACS | 100.00 |
| Churches Fire Contract for Fire safety & Inspection services | BACS | 463.42 |
| Keleigh Tech Services – Electrical work RR EMR | BACS | 280.00 |
| D Aldred – Plastering Reading Room Wall EMR | BACS | 150.00 |
| D Aldred – Plastering Reading Room Ceiling EMR | BACS | 150.00 |
| Howdens (W Parker-Foers) Flooring RR EMR | BACS | 544.61 |
| Plumbfix (W Parker-Foers) sink etc fits RR EMR | BACS | 47.79 |
| Travis Perkins (W Parker-Foers) PlasterBd RR EMR | BACS | 99.51 |
| Wickes (W Parker-Foers) Plaster RR EMR | BACS | 30.86 |
| Wickes (W Parker-Foers) Plaster angle RR EMR | BACS | 2.30 |
| Toolstation (W Parker-Foers) Covers RR EMR | BACS | 7.62 |
| AFlinders (W Parker-Foers)Transport Lrg items RR EMR | BACS | 20.00 |
| KCM Waste (W Parker-Foers)– green waste W Memorial EMR | BACS | 276.00 |
| Wickes (T Adair) Floor paint for Reading Room EMR | BACS | 70.00 |
| Justin Stoddart Kitchen Fitting RRoom EMR | BACS | 690.00 |
| Community Centre Q1 Cont to hosting Youth Club | BACS | 200.00 |
| Amazon Stationery - envelopes, laminating pouches | Direct Debit | 20.34 |
| Amazon Stationery – parchment paper grave purchase | Direct Debit | 6.49 |
| Amazon Stationery – Gorilla tape | Direct Debit | 7.99 |
| Petty Cash –refreshments, paint, room hire | BACS | 75.94  |
| Bliss Internet – in lieu of advert in newsletter Mar-Apr | - | 0.00 |
| **LATES** |  |  |
| A Flinders Landscaping War Memorial Gardens | Direct Debit | 515.00 |

Proposed: **Councillor Parker-Foers**

Seconded: **Councillor Hickey**

### Bank & Cash Book Reconciliation 30th April 2023

£

Balances at bank: Current account 41,123.79

 Instant account 15,365.10

Cambridge Building Society 80,000.44

Nationwide Building Society 35,640.45

**Total £172,129.78**

### 2023/91 Items for information/Future Business

Nothing raised

### 2023/92 Date of the Next Meeting

The date of the next meeting will be Mon 26th June 2023 at 6.30pm at the Baptist Church.

### 2023/93 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 **Hickey**

### 2023/94 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

### 2023/95 Allotment Tenancies

The Clerk updated the meeting on a number of allotment tenancy matters.

The meeting closed at 9.00 pm

Chairman: Date:

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