**TREETON PARISH COUNCIL**

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

**ON MONDAY 26th JUNE 2023**

**Present: Councillor: W. Parker-Foers (Chairperson)**

**Councillors T Adair, O. Baum-Dixon, R.J. Croxton, R. Rowbottom,**

**G. Scott,**

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

**2023/96 Apologies for Absence**

**Apologies were received from Cllr Hickey and Ward Councillor A Brookes.**

**2023/97 Public Question Time**

**2 members of the public attended and asked for an explanation of why some business was held in the confidential part of the meeting and no detail given in minutes.**

**It was explained that Data Protection legislation requires that where discussions would result in an ability to identify individual people in order to ensure their privacy is protected that business is held without the public present and any minute must not disclose their identity.**

**2023/98 Declaration of Interests**

**There were no declarations of interest.**

**2023/99 Minutes of Previous Meetings**

**Minutes of the Parish Council Meeting held 22nd May 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 Adair**

**Seconded: Councillor Baum-Dixon**

**2023/100 Matters Arising**

2022/204xix Pick up litter/dog waste signs on lamp posts - The Clerk reported that the arrangements planned for 7th July are now impacted by the teacher’s strike and so an alternative date is being sought.

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

**2023/101 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 - Rotherham Town Centre News
4. RMBC - Rotherham Roundup
5. RMBC – What’s on through June
6. RMBC – Children’s Capital of Culture – offer of a presentation to the PC **Agreed** to request attendance by RMBC at the next meeting
7. RMBC Data Protection Guidance & Civility & Respect Pledge
8. RMBC Planning Enforcement – confirmation that the containers on the end of Arundel Cresc at temporary for the work on the railway bridge – Cllr Rowbottom has advised the resident who raised concerns
9. YLCA – White Rose bulletin
10. YLCA - Training and Discussion Group Opportunities
11. NALC – Chief Executive’s Bulletin - a range of items of national interest
12. Alexander Stafford – street surgeries, attending local events & upcoming by-election in Dinnington
13. SYPTE - details of proposed increased to bus fares
14. Sheffield & Hallamshire Football Assoc. Grass Pitch Maintenance Fund Grants – passed to Cllrs Adair & Baum-Dixon
15. Yorkshire Air Ambulance – Seeking support in cash and kind.
16. Residents x 3– Japanese knotweed on garage site – Advised that on visiting the site non could be found. The previous infestation was treated vigorously over a 4/5-year period and it was last seen in 2021. The PC has a schedule in place to manage the vegetation and any knotweed would be treated within that schedule.
17. Resident – plans for Wood Lane and progress on lamp post signage – provided update
18. Resident at drop in – Antisocial behaviour at Treeton Dyke – letter sent to Fishing Club cc Boat Club & SY Police
19. Cllr Parker- Foers – on behalf of residents overhanging tress and vegetation Church Lane – reported to RMBC and advised that the resident has begun to address the overgrowing vegetation but noted concern that RMBC has completely closed part of Church Lane leaving some residents without vehicle access to their homes.
20. Cllr Parker-Foers – on behalf of residents- dog fouling – reported to RMBC and requested ‘pick it up’ signs
21. Cllr Baum-Dixon on behalf of resident & St Helen’s – grass cutting in churchyard – contacted RMBC to request a cut and for cutting schedule
22. Resident – requesting Japanese Knotweed Management Plan – advised no such plan exists and neither is there a statutory requirement for such a plan and seeking further details on any specific concerns.
23. Neighbourhood Watch – vulnerable locks on patio doors
24. Cllr Croxton – Overgrown verge and fly tipping Treeton Lane – reported to RMBC
25. Cllr Croxton – concerns over dog poo & related litter – updated on the plans for lamp post signs in conjunction with the school and a request to RMBC for pavement spray on signs
26. Cllr Croxton – concerns over litter on Treeton Dyke – updated on communication with the Boat and fishing clubs
27. Waverley CC – arrangements for clearing plastic waste out of River Rother
28. Cllr Rowbottom – large tree in neighbour’s garden – advice given

**LATES**

1. SYPTE – Application process for student bus passes.
2. Cllr Baum-Dixon on behalf of residents – report via Facebook of vehicle access on Well Lane playing field and enquiring over reinstating full size goal posts – reported the former to RMBC and the Police and enquired of Ward Councillor regarding the latter.

**2023/102 Borough Councillors Report**

Item not taken

**2023/103 Wood Lane Mine wheel Update**

Cllr Parker-Foers reported that a meeting with Jones Homes had been arranged for 6th July. There was discussion about the present lack of visibility of the memorial as a result of the high grass and vegetation alongside the bank on Wood Lane and a shared view that any relocation must include re-orientation of the wheel and ensure better visibility.

It was agreed that Cllrs Parker-Foers and Croxton along with the Clerk would attend and report back to the next meeting.

**2023/104 War Memorial Project – Update on progress**

Cllr Parker-Foers updated briefly on progress reporting that work on paving has started, that minor landscaping will follow and once that is completed initially one seat will be installed.

**2023/105 Newsletter**

Cllr Baum-Dixon reported that the final draft had been emailed to PCllrs earlier in the day, that it is currently being proofed and that any comments are required by noon 27th June. It is expected to go to print this week and be ready for distribution during the first week of July.

**2023/106 Security in Treeton: CCTV**

Cllr Parker-Foers updated on the planned community meeting on 29th June to be attended by representatives of the police, RMBC and MP. Cllr Adair reported that he had hopefully also secured attendance by the Crime Reduction Unit. It was agreed that the event should be chaired to ensure residents have opportunity to get direct and succinct answers to their questions.

**2023/107 Planning & Review of Progress on Projects through 2023**

1. Proposals to remedy drainage on Cowfield - Agreement in principle to grant application (75%) & ring fence budget (25%) of potential costs

The Clerk reported that she had been advised that S106 funding the condition of which is that it is for the *’maintenance and improvement of existing football pitches in Treeton’* should be available and potential pitches on Well Lane and the Cowfield discussed briefly.

Cllr Baum-Dixon reported that a soil analysis is needed for any Football Foundation grant and damper ground conditions are required before that can take place.

ii. Planting the Coal Tub on Bole Hill and Mine wheel Mill Lane

It was reported that these are now completed.

The forward planner was reviewed and noted:

**2023/108 Standing Items**

1. **Reading Room**
	1. Parish Cllr, Housing & PCSO Surgeries:

5th July – Cllrs Parker-Foers & Croxton

19th July - Cllrs Adair, Parker-Foers & Croxton

2nd August – to be cancelled due to work in the Reading Room

 ii Progress on refurbishment/storage

Cllr Parker-Foers reported on the work that has been completed and that remaining and that once the floor sanding is completed in early August the Reading Rooms would become habitable again.

Resolved: To dispose of surplus chairs, to local charitable organisations where possible or ‘free to collect’

To purchase blinds for just the front window at an estimated cost of £180

 To progress the installation of the lights at an estimated cost of £250

Proposed: Councillor Rowbottom

Seconded: Councillor Scott

Repointing Stone Side Elevation - Deferred

Proposals for processes, conditions and fees for letting. - Deferred

1. **Allotments/Garage sites**

Item taken in Part B

1. **Burial Ground**

Extension to the burial ground

This remains with the Land Registry.

1. **Burial Ground - Review of Burial Ground Regulations & Guidelines**

The regulations and guidelines were discussed at length.

Resolved: That they will remain unchanged and that there will be a further periodic review in 2 years’ time

Proposed: Councillor Croxton

Seconded: Councillor Rowbottom

It was further agreed that an item on glass and pottery items which when brittle or broken risk serious injury will be included in the next newsletter as part of reminding families that they are not allowed in the burial ground and may be removed on the grounds of health and safety of contractors and visitors.

1. **Recreation Ground and Play areas: Consider a request by Terriers to re- site the containers by the Cowfield**

Resolved: That the request is agreed in principle subject to:

* the Terriers establishing if planning consent is required and advising the Parish Council of the same.
* that the containers and proposed fencing must be painted green.
* more detailed plans of the exact location, fencing and work on vegetation which will ensure the containers remain well screened are provided to the Parish Council before any work commences

Proposed: Councillor Baum-Dixon

Seconded: Councillor Rowbottom

1. **Environment**

**Overflowing waste bins/fly tipping bottom Washfield Lane & around Treeton Dyke**

**The Clerk reported on communication with the Boat Club as landowners and Fishing Club who its members are believed to be the source of the rubbish.**

**The former has responded to advise a clean-up day was planned, the padlock to the gate would be replaced with greater control over keys, that bailiffs would be checking the permits of fishermen and that further waste bins are being installed and emptied frequently.**

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:

* Old Enterprise centre approval for non-material amendments around facings and windows and subject to planning approval of colours and finishes

New Applications:

* None

**2023/109 Report from Events Working Group and adoption of Risk Assessment for Scarecrow Event**

Cllr Baum-Dixon reported on plans for a Halloween event in partnership with the youth club.

The item to Adopt the Risk Assessment for Scarecrow event was deferred.

**2023/110 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**

Nothing to report

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

The Clerk reported that the SLA has now been signed by both parties and she has reminded the contractor that monitoring information is required before the invoice can be processed for payment.

Cllr Adair reported that the youth club remains well attended.

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

Cllr Adair reported that grant funding had been secured for improvement to the children’s playpark

**2023/111 Community Centre**

Cllr Adair reported that the community centre remains busy offering a range of activities.

**2023/112 Chairman’s Review**

Nothing further to report

**2023/113 Finance and General Purposes**

1. **To consider and determine any applications for grants & donations**

Resolved: To approve a grant in the sum of £150 to the Baptist Church towards the cost of a band for their Centenary Celebrations

Proposed: Councillor Scott

Seconded: Councillor Adair

1. **Financial Monitoring**

The financial monitoring report for month 2 was noted

1. **Bank signatories**

Resolved: That arrangements are made for Cllr Parker-Foers to have online access to the Co-operative bank account and is added to the signatories for the Cambridge Account to add further transparency & ensure business continuity.

Proposed: Councillor Rowbottom

Seconded: Councillor Scott

1. **Approval of accounts for payment**

The following accounts were approved for payment

Receipts

|  |  |  |
| --- | --- | --- |
| Adverts in Newsletter | BACS | 90.00 |
| Keeton Burial Fees | BACS | 3,000.00 |
| J Rotherham - Memorial fees | BACS | 160.00 |
| Treeton Medical Centre – Newsletter advert | BACS | 90.00 |
| Howdens (W.Parker-Foers) – refund on flooring RRoom | BACS | 68.08 |
| RMBC Footpaths Partnership Grant | BACS | 850.00 |
| **LATES** |  |  |
| Allotment rent part year | BACS | 2.50 |

Payments

|  |  |  |
| --- | --- | --- |
| Staff Salaries, Pension & Expenses June 2022 | BACS/DDebit | 1,729.99 |
| HMRC Q1 Tax & NI payment | BACS | 639.98 |
| Opus Energy - Gas June 2023 | Direct Debit  | 25.90 |
| Opus Energy –Electricity June 2023 | Direct Debit  | 47.63 |
| A Flinders – Burial Ground Maintenance May  | BACS | 366.66 |
| Dignity - Grave digging  | BACS | 823.00 |
| Churches Fire Replace Fire Alarm sounder – faulty on service | BACS | 125.69 |
| City Electrical Factors – light fittings Reading Room (EMR) | BACS | 442.80 |
| City Electrical Factors – light fittings WCs Read Rm (EMR) | BACS | 216.24 |
| SLCC Membership | BACS | 139.00 |
| Andrew Waite – painting in Reading Room (EMR) | BACS | 348.85 |
| Toolstation (W.Parker-Foers) Hazard Tape WMem | BACS | 3.99 |
| M Rhode (W.Parker-Foers) Topsoil | BACS | 580.00 |
| Lakeside Landscaping Work on war memorial paving | BACS | 800.00 |
| Fowler Sandford – Ground Rent Well Lane | BACS | 0.60 |
| Bytol – Reading Room shed roof repair (EMR) | BACS | 708.00 |
| Neighbourhood Watch (Clerk) NW leaflets etc  | BACS | 71.55 |
| Asda (Clerk) Cleaning Materials RRoom | BACS | 14.40 |
| Petty Cash –refreshments, fuel, mortar, weedkiller | BACS | 65.22 |
| Expenses (Clerk) – stationery, key cutting, Room hire  | BACS | 103.99  |
| Petty Cash – refreshments, parts for mowers, watering cans  | BACS | 76.43 |
| Bliss Internet – in lieu of advert in newsletter Mar-Apr | - | 0.00 |
| **LATES** |  |  |
| Toolstation (W.Parker-Foers) Trunking RRoom | BACS | 4.39 |

Proposed: **Councillor Adair**

Seconded: **Councillor Rowbottom**

**Bank & Cash Book Reconciliation 31st May 2023**

£

Balances at bank: Current account 15,365.10\*

 Deposit account 33,707.31\*

Cambridge Building Society 80,000.44

Nationwide Building Society 35,640.45

**Total £164,713.30**

**\*** £20,000 was transferred from current to deposit account 1.6.23

**2023/114 Items for information/Future Business**

Nothing raised

**2023/115 Date of the Next Meeting**

The date of the next meeting will be Mon 31st July 2023 at 6.30pm at the Baptist Church.

**2023/116 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 Baum-Dixon

Seconded: Councillor Scott

**2023/117 Allotment Tenancies**

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

It was agreed that there be no change to the policy that anyone declining a plot returns to the waiting list as of the date an offer is refused.

The meeting closed at 8.30pm

Chairman: Date:

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