**TREETON PARISH COUNCIL**

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

**ON MONDAY 31st JULY 2023**

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

**Councillors Cllrs. T Adair, O. Baum-Dixon, R.J. Croxton, Cllrs Hickey, R. Rowbottom, G. Scott,**

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

**2023/118 Apologies for Absence**

**Apologies were received from Cllr Beckett**

**2023/119 Private Security**

**Paul Bannister attended and provided information about himself and a private security service he felt he could offer across the village and an outline of how it might be resourced, operate and be financed.**

**There were a number of comments and questions about funding, the need for a tendering process when spending public money and practical questions about how the service would be provided, what residents could expect, what powers private security has and actions they can take alongside their relationship with the police.**

**Mr Bannister was thanked for his contribution which would be included in the further work the Parish Council have agreed to undertake as part of its report back to residents at the September Community meeting**

**2023/120 Public Question Time**

**6 members of the public attended and in addition to comments on private security made suggestions for the organisation of the next scarecrow competition which Cllr Baum-Dixon agreed to consider for any future event.**

**2023/121 Declaration of Interests**

**There were no declarations of interest.**

**2023/122 Minutes of Previous Meetings**

**Minutes of the Parish Council Meeting held 26th June 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 Baum-Dixon**

**Seconded: Councillor Adair**

**2023/123 Matters Arising**

2022/204xix Pick up litter/dog waste signs on lamp posts - The Clerk reported that the school had organised designs by their children and that Cllrs Adair & Beckett formed part of the panel and agreed the 4 designs to be used and that these are with RMBC to be produced and installed on lamp posts. It was suggested that some of the other designs are included in the next newsletter. **Action** Cllr Becket to discuss with Cllr Baum-Dixon.

 It was agreed that Treetown Crescent, Church Lane, Bole Hill and Arundel Street be added to the locations for the signs

2023/35e Environment: Footpath Well Lane/Flatts Lane to Catcliffe – The Clerk reported that RMBC are continuing to chase YWA for a response

**2023/124 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 in August across the Borough
6. RMBC –News from your Neighbourhood – included an item on Treeton’s Neighbourhood Watch group
7. RMBC - NHS Big Tea event 5th July
8. RMBC – Minutes of JWG and dates of future meetings
9. YLCA – White Rose bulletin
10. YLCA – Invitation to the Joint Annual Meeting on 22nd July
11. YLCA - Training and Discussion Group Opportunities
12. YLCA – Law & Governance Bulletin
13. NALC – Chief Executive’s Bulletin
14. Alexander Stafford – my week in Rother Valley
15. SYPTE – Consultation on proposals to close ticket offices in railway stations
16. Resident – overgrown grass & vegetation r/o Mill Lane - reported to RMBC
17. Boundary Commission – change of constituency moving from Rothervale to Rotherham constituency at the next general election
18. Cllr Croxton – Missing busses – contacted SYPTE
19. Cllr Croxton – Impact of angling activity on wildlife - contacted RMBC
20. Cllr Croxton – Fly- tipping – reported to RMBC
21. Cllr Rowbottom – progress on dropped kerb for disability access – contacted RMBC
22. Resident – unsafe bough Hail Mary Woods – reported to RMBC
23. Cllr Baum- Dixon – for resident: overgrown weeds Bole Hill – reported to RMBC
24. Cllr Parker-Foers – Litter on Cowfield – contacted Terriers
25. Resident – overhanging trees Cannonthorpe Rise – reported to Jones Homes & RMBC
26. Resident – Waverely School places petition – suggested for Facebook
27. Police & Crime Commissioner – Community grants scheme – sought further details and if the Parish Council is eligible to apply.
28. Resident – comments on Newsletter and suggestions where posters might be placed & of leafleting outside school to improve communication
29. Resident – drains & guttering on Reading Room – resolved.
30. Thurcroft PC – enquiry about FOI – responded
31. Resident – overhanging vegetation across Treeton – reported to RMBC

LATES

1. Resident – complaint about an allotment – Clerk investigating
2. Cllr Levin – resignation – Clerk to Acton

**2023/125 Borough Councillors Report**

Item not taken

**2023/126 Wood Lane Mine wheel Update**

The revised proposals from Jones Home to reorient the mine wheel, tubs and stone were discussed at great length.

Resolved: That whilst welcoming engagement by Jones the new proposals remain unacceptable and that the Parish Council still wished to see the whole memorial re-oriented through 90° and agreeing to it remaining at its current site wish to see it positioned closer to the highway as discussed at Planning Board. In addition, that landscaping should be as the original consent with low level and low maintenance grass

Proposed: Councillor Adair

Seconded: Councillor Hickey

Agreed that the Chairperson should write again to the Chairman of Jones Homes to engage him with this compromise.

**2023/127 War Memorial Project – Update on progress**

Cllr Parker-Foers reported that work on paving is now complete, that further grass seeding has taken place which is growing well and quotes are being sought for a seat. The last remaining work will be to consider further landscaping and to look at the hedge.

**2023/128 Security in Treeton - Actions following the Community Meeting & Next Steps**

It was agreed that the shape of the meeting would be:

* **An update on the practical actions taken so far and their impact**
* **An update on the potential opportunities explored and next steps**
* **Practical information on the support that is available to stay safe**
* **Support available for victims of crime**
* **Question and answer session**
* **Market stall of support available with take-away leaflets, stickers, maybe practical items**

It was agreed that Cllrs Parker-Foers and Hickey would form a working group to look into private security and Cllrs Baum-Dixon and Rowbottom alongside the Neighbourhood Watch Co-ordinators would similarly to look into CCTV.

**2023/129 Partnership with RMBC to cut Public Rights of Way**

In the absence of Cllr Beckett item deferred

**2023/130 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 Haworths had agreed to early payment of £55k of S106 funding to be used for this project included as potential matched funding.

Resolved: That Cllrs Adair and Scott would lead the project and that approval is given to them working alongside the Clerk to seek professional design services and progress grant funding opportunities.

Proposed; Councillor Parker-Foers

Seconded: Councillor Hickey

1. Nativity

In the absence of Cllr Beckett item deferred

The forward planner was reviewed and noted:

Resolved To purchase further spring bulbs for planting across the village and winter bedding plants for the Mill Lane mine wheel to a cost of £300

Proposed: Councillor Adair

Seconded: Councillor Rowbottom

**2023/131 Standing Items**

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

14th August – Cllrs Adair, Croxton & Parker-Foers

13th September - Cllrs Adair, Croxton & Parker-Foers

 ii Progress on refurbishment/storage

Cllr Parker-Foers reported on the work that has been completed and that still remaining and that once the floor sanding is completed over the coming week the Reading Rooms would become habitable again.

It was agreed to lay sisal matting in the entrance hall at an estimated cost of £300, to seek further quotes to replace the ceiling tiles and that Cllr Croxton would look at the gutters and at the work involved to seal the windows.

 iii Proposals for processes, conditions and fees for letting.

Agreed:

Charges

* Minimum let 2 hours @ £40 Half day 4 hours £60 Full day £80

Negotiable for regular lets

* £50 cash key deposit, space to be left as found with the deposit being retained to cover any costs for damage and/or cleaning.

Conditions of letting

* Access by keysafe
* Everyone out by 10pm to manage noise
* No sale of alcohol
* Music – in accordance with any required performing rights licence
* Must always be someone aged over 18 present

Process

* Cllrs Parker-Foers and Rowbottom agreed to manage the lettings.
1. **Allotments/Garage sites**

The Clerk provided details of work required on newly let plots and one to clear ready for reletting.

Resolved: That the Clerk arrange for the clearance of rubbish on 2 recently let plots and work with the incoming tenant and contractor to cost effectively clear a further plot ready for re letting to a budget of £2,000

Proposed: Councillor Adair

Seconded: Councillor Hickey

1. **Burial Ground**

Extension to the burial ground -This remains with the Land Registry.

1. **Recreation Ground and Play areas**

Nothing to report

1. **Environment**

**Rubbish on the banks of Treeton Dyke & surrounds. - Reports about overflowing rubbish around the Dyke are continuing, agreed the Clerk write again to the Boat and Fishing Clubs**

**Proposed work on River Rother and impact on wildlife - Cllr Croxton reported on plans by the Environment Agency to recontour the banks of the river and of his concern over the potential impact, he advised that the EA has been asked to consult through an event in Treeton.**

Weeds/litter/street sweeping/grubbing – The clerk reported that RMBC no longer undertake this to schedule and the service is now reactive. Agreed to include an item in the next newsletter encouraging residents to report their concerns

Enhanced Winter Cleaning – It was proposed that the following roads are requested to be included in this programme

**Mill Lane, Station Road, Front Street, Wood Lane, Well Lane, Bole Hill, Washfield Lane, Church Lane, High Hazel Road, Rother Crescent, Arundel Street**

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 no new applications and just one decision to approve a domestic extension at 16 Cannonthorpe Rise.

New Definitive Public Right of Way (PROW)

The Clerk reported that RMBC propose, with the agreement of the landowner to create a new PROW, to link Flatts Lane with an existing PROW and create a safe route past the working farmyard/crematorium. – No objection

1. **Newsletter**
2. Update & Decision on inclusion of PCllr email addresses and plans for September/Autumn edition

Cllr Baum-Dixon drew attention to his email to colleagues with plans and deadlines for the next newsletter which it is aimed will be delivered during w/c 11th September

Item on PCllr email addresses not taken.

1. **Neigbourhood Watch**

Cllr Rowbottom reported that there are currently 163 members and now 3 co-ordinators and the group have a set up a private Facebook page to help with communication alongside Neighbourhood Watch emails.

**2023/132 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 Parker-Foers

Seconded: Councillor Scott

**2023/133 Report from Events Working Group and Plans for Unsung Hero Event**

The Clerk drew attention to the Summary Risk Management and Insurance report which was noted.

Cllr Baum-Dixon reported on plans for the Unsung Heros event for which a budget of £750 to include refreshments and a token memento had been previously agreed and encouraged PCllr colleagues to make their own nominations.

**2023/134 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 she is still awaiting monitoring information before invoices can be processed for payment. It was agreed that the youth club should be hosted in the community centre to ensure it remains accessible and of interest to all children in the village.

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

Nothing to report

**2023/135 Community Centre**

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

**2023/136 Chairperson’s Review**

Nothing further to report

**2023/137 Finance and General Purposes**

1. **Financial Monitoring**

The financial monitoring report for month 3 was noted

1. **Internal Control Reconciliation & Accountability**

Cllrs Parker Foers and Baum-Dixon to sign 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. **Approval of accounts for payment**

The following accounts were approved for payment

Receipts

|  |  |  |
| --- | --- | --- |
| Allotment Rental  | BACS | 2.50 |
| Amazon – Stationery files – part refund due to damage | Direct Debit  | 13.20 |
| Newsletter Advert | BACS | 90.00 |

Payments

|  |  |  |
| --- | --- | --- |
| Staff Salaries, Pension & Expenses July 2023 | BACS/DDebit | 1,787.51 |
| Opus Energy - Gas July 2023 (final invoice) | Direct Debit  | 34.61 |
| Opus Energy –Electricity July 2023 | Direct Debit  | 39.78 |
| EDF – Gas – July 2023 (Initial invoice) | Direct Debit | 76.00 |
| A Flinders – Burial Ground Maintenance June  | BACS | 366.66 |
| Amazon – Fire safety signage RRoom | Direct Debit  | 18.67 |
| Amazon – Paper towels | Direct Debit  | 38.00 |
| Amazon – Fire Escape signs RRoom | Direct Debit  | 4.38 |
| Amazon - 1st Aid signage RRoom | Direct Debit  | 2.99 |
| Amazon – Fire Blanket – RRoom  | Direct Debit  | 9.99 |
| Amazon – Stationery - files  | Direct Debit | 24.99 |
| Just Blinds – Blind Reading Room - deposit (EMR) | BACS | 90.00 |
| Neighbourhood Watch (RRowbottom) signs | BACS | 54.55 |
| Amazon – (RRowbottom) Cable ties | BACS | 29.98 |
| Business Stream Water March – June Burial Ground | Direct Debit | 35.18 |
| Business Stream Water March – June Reading Room | Direct Debit | 86.15 |
| Hobsons – compost, plants Mill Lane wheel, grass seed WMem | BACS | 232.00 |
| Guilthwaite Nurseries (V Beckett) Plants Mine tubs | BACS | 187.99 |
| Foers – Paving & landscaping war memorial | BACS | 7,782.00 |
| Dinnington Colliery Band – grant for Baptist CentenaryS137 | BACS | 150.00 |
| Rotherprint – Summer newsletters | BACS | 685.00 |
| Community Centre Q2 payment for youth club cleaning | BACS | 200.00 |
| CartridgeInk - printer ink | Direct Debit | 99.98 |
| Pike Joinery – woodwork in RR | BACS | 754.80 |
| Brailsford Print – July Newsletter | BACS | 239.00 |
| Petty Cash – refreshments,  | BACS | 10.35 |
| Bliss Internet – in lieu of advert in newsletter July- Aug | - | 0.00 |
| **LATES** |  |  |
| Churches Fire - Fire Extinguisher Service | BACS | 19.77 |
| Keleigh Tech Services – RR lights (EMR) | BACS | 280.00 |

Proposed: **Councillor Rowbottom**

Seconded: **Councillor Hickey**

**Bank & Cash Book Reconciliation 30th June 2023**

£

Balances at bank: Current account 10,633.58

 Deposit account 35,365.10

Cambridge Building Society 80,000.44

Nationwide Building Society 35,640.45

**Total £161,639.57**

**2023/138 Items for information/Future Business**

It was agreed to review the terms of reference for the Events Group at the next meeting

**2023/139 Date of the Next Meeting**

The date of the next meeting will be Mon 25th September 2023 at 6.30pm at the Reading Room.

**2023/140 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

**2023/141 Staffing Matters**

Resolved: To agree changes to contractual hours

Proposed: Councillor Parker-Foers

Seconded: Councillor Adair

Resolved: To agree changes to pay scale

Proposed: Councillor Baum-Dixon

Seconded: Councillor Hickey

Resolved: To agree changes to contractual hours and an ex-gratia payment Proposed: Councillor Parker-Foers

Seconded: Councillor Adair

The meeting closed at 9.15 pm

Chairperson: Date:

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