**TREETON PARISH COUNCIL**

**APPROVED MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE READING ROOM**

**ON MONDAY 11th DECEMBER 2023**

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

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

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

**2023/194 Apologies for Absence**

**Apologies were received from Cllrs Beckett & Scott**

**2023/195 Public Question Time**

**One member of the public attended. Representations were made about longstanding flooding to properties on Shorland Drive and Windle Court from surface water off the high banking and green space behind the housing estate.**

**The resident gave a detailed account of recent flooding events, the inability of the existing drainage infrastructure to cope with storm water, the lack of RMBC maintenance to that infrastructure, the work residents had done to protect their properties and the recent work RMBC had undertaken to try to alleviate the immediate flood risk with suggestions for permanent remedy.**

**It was agreed that the Parish Council would continue to advocate for residents with RMBC to ensure an effective immediate solution through ongoing maintenance and ditching and to explore and implement longer term solutions. Action Clerk.**

**2023/196 Declaration of Interests**

**There were no declarations of interest.**

**2023/197 Minutes of Previous Meetings**

**Minutes of the Parish Council Meeting held 13th November & 4th December 2023 were taken as read copies having been circulated to all members of the Parish Council previously and with the agenda.**

**Resolved: That with a correction to minute 2023/178f replacing Church Lane with Front Street the minutes of 13th November are approved and signed by the Chairman.**

**Proposed: Councillor Adair**

**Seconded: Councillor Hickey**

**Resolved: That the minutes of 4th December are approved and signed by the Chairman.**

**Proposed: Councillor Rowbottom**

**Seconded: Councillor Adair**

**2023/198 Matters Arising**

2023/176 Flooding - prevention, responses by EA & RMBC, input to review & lessons learnt. The Clerk reported that the bund on Treeton Lane to Aughton was removed on 23rd November, that further drainage works are planned in the coming weeks and that a meeting with Parish Councillors and RMBC Cllr Allen (Deputy Leader) Martin Hughes (Head of Neighbourhoods) Sam Barstow (Asst Director for Community Safety) has been arranged for 19th December by Teams

2023/178e Improvements in the Public Realm– The Clerk reported that RMBC will be undertaking planned hedge cutting on all their hedges and those on housing land over the winter and will be carrying out street cleaning work w/c15th January for 2 weeks on: Arundel Street, Mill Lane, Station Road, Well Lane, Bole Hill, Front Street, Wood Lane, Church Lane, Washfield Lane, Rother Crescent & High Hazel Road

Regular weed treatment is being reinstated and RMBC will visit early April and again in August 2024.

**2023/199 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 – Rother Vale News from your Neighbourhood
6. RMBC - What's on in Rotherham across December
7. RMBC – E-survey on RMBC flood response
8. YLCA – White Rose bulletin
9. YLCA - Training and Discussion Group Opportunities
10. YLCA – Law & Governance Bulletin
11. NALC – Chief Executive’s Bulletin
12. SYPTE - Details of maintenance work impacting Supertram services
13. SYPTE - Industrial action affecting rail services
14. SYPTE - Public transport services over the Christmas period
15. Alexander Stafford – My week in Rother Valley
16. South Yorks Police - Have your say on the future of policing in South Yorkshire
17. Resident – Rubbish left off skips removing flood waste – contacted RMBC
18. Cllr Rowbottom – Mud on Long Lane – reported to RMBC
19. Resident – Overhanging hedge from Bowling Club - asked Cllr Adair to make contact.
20. Parish Councillors – Mud on Long Lane – engaged contractors & RMBC to ensure regular sweeping
21. Cllr Croxton – State of Bole Hill to Catcliffe PROW – raised with RMBC who have advised of plans to resurface in the new financial year.
22. Cllr Baum-Dixon – Flooding Shorland Drive – contacted RMBC arranged sand bags and requested work to clear culvert and on surface water management. Lack of RMBC action so far is being followed up. Escalated to Head of Service. Emergency works carried out by RMBC. Action Clerk to continue to advocate for residents with RMBC.
23. Cllr Rowbottom – Flooding Treeton lane to Aughton- contacted RMBC to remove remainder of the soil bund. RMBC have drainage works planned, delayed slightly due to information from Cadent on the location of a gas main. Action Clerk to ensure follow up.
24. Cllr Baum-Dixon for resident – Water running down Bole Hill – reported to RMBC
25. Staff team – Potholes in pavements Mill Lane by bridge, Station Road by war memorial reported to RMBC again. Response they don’t currently meet the threshold to repair and they will monitor.
26. Cllr Rowbottom – ice on Bole Hill as a result of the running water – contacted RMBC. Escalated to Head of Service. RMBC have advised this is leaking YWA infrastructure. Action Clerk to ensure follow up

LATES

1. Cllr Hickey- lighting in bus stop Bole Hill – contacted SYCMA
2. Resident – changes to bus stop – contacted SYCMA and accelerated to Ward Cllrs & Cllr Allen, the latter has referred it to Head of Transportation. Action Clerk to ensure follow up
3. Cllr Croxton – unsafe fence bottom of Mill Lane – Action Clerk to refer to RMBC as potential road hazard.

**2023/200 Borough Councillors Report**

Item not taken

**2023/201 Wood Lane Mine wheel - Update**

**The Clerk reported RMBC will be removing the No littering sign shortly.**

**Revised drawings are awaited from Jones Homes. Action Clerk to follow up with the latter.**

**2023/202 Project to remedy drainage on Cowfield – Update on progress**

Cllr Adair reported that there has been no further progress, they are still waiting for the weather to be suitable to take core soil samples

**2023/203 Request for grant funding towards repair/equipment Washfield Lane play area**

Action Clerk to develop a Grants and Donations Policy for approval by the Parish Council which will provide the framework against which to consider a formal application and to advise the applicant accordingly.

**2023/204 Planning & Review of Progress on Projects through 2023**

Christmas Plans:

Nativity – Cllr Baum-Dixon reported that this is in place and had received positive comments from residents.

Sponsored & Memorial Xmas trees – Cllrs Baum-Dixon & Hickey reported that these are in place.

Thanks were given to Cllr & Mrs Hickey for the significant amount of work they had undertaken in making the necessary purchases, installation and lighting of the trees without which the festival would not have been possible.

It was noted that comments from residents had been very positive and that a number of local businesses had expressed interest in sponsorship in future years as had residents in sponsoring lamp post trees to extend these into estate roads

Resolved: To adopt the further revised risk assessment for Erection, Display & Removal of Christmas Trees.

Proposed: Councillor Baum-Dixon

Seconded: Councillor Rowbottom

Santa’s Grotto – Cllr Baum-Dixon updated on the grotto planned for 17th December and confirmed all activities are covered by the current risk assessment

Best Christmas Dressed House – Cllr Baum-Dixon reported that this will be a photo competition and judged on line.

The forward planner was reviewed and noted:

**2023/205 Standing Items**

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

Wed 3rd January - Cllrs Adair & Croxton

* 1. Progress on refurbishment/storage

The Clerk reported that the repointing of the side elevations is planned for February and that there may be an increase in price should there be an increase in the cost of materials

The ceiling tiles have been delivered and Cllrs Hickey, Scott & Croxton plan to install them with Cllr Adair taking the old ones for use at the Community Centre.

* 1. Letting fee to partner community groups

Resolved: That for non-profit making partner groups where their aim is to bring benefit to the whole Treeton Community lettings are free of charge for any adhoc events.

Proposed: Councillor Adair

Seconded: Councillor Hickey

1. **Allotments/Garage sites**

Cllrs Parker-Foers and Hickey reported on the recent allotment check and advised that there was 1 plot which requires work and four that are being monitored and their condition will be reviewed at the Spring allotment check

1. **Burial Ground**
2. Registering the Land – The Clerk reported that this remains with the solicitors.
3. Paving – Cllr Parker-Foers reported that she has been in touch with the contractor and is trying to sort a date along with Cllr Scott look at the pavers.

The Clerk reported that the notice board had blown down in the recent storm, Cllr Croxton kindly agreed to look into a replacement board.

1. **Recreation Ground and Play areas**

Nothing to report

1. **Environment**

**Improvements in the Public Realm – The Clerk reminded Parish Councillors on RMBC’s plans for managing vegetation reported under matters arising and reported on RMBC’s hourly charge for contracted work and that they would be happy to quote for specific street cleaning and grubbing work in the parish.**

**Resolved: To continue participation in the RMBC PROW Partnership scheme**

**Proposed: Councillor Adair**

**Seconded: Councillor Croxton**

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:

New applications - None

Decisions - Application for a pair of semi-detached houses on the corner of Spa Well Crescent has been approved with conditions.

1. **Newsletter**

Cllr Baum-Dixon advised that the Winter newsletter should be available in the next day or so.

1. **Neighbourhood Watch**

Cllr Rowbottom reported on plans to host a meeting on 7th February 2024.

**2023/206 Events Working Group**: **Report on recent events and future plans**

 **including the consideration of risk assessments, agreement to any**

 **financial implications & Parish Council sign off**

The forthcoming projects for the Christmas period were discussed under item 2023/204. Approval for any expenditure and any necessary review of current risk assessments is similarly covered under that item.

**2023/207 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**

Cllr Adair reported that the Youth Club remains well attended and offers a range of activities for all ages.

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

Nothing to report

**2023/208Community Centre**

Cllr Adair reported that the community centre remains busy offering a range of activities and advised that they had raised £270 for the Children’s Autism Society.

**2023/183 Finance and General Purposes**

1. **Adoption of Biodiversity Policy**

Resolved: To adopt the Biodiversity Policy

Proposed: Councillor Rowbottom

Seconded: Councillor Hickey

1. **Adoption of Working at Heights Risk Assessment**

Resolved: To adopt the Working at Heights Risk Assessment

Proposed: Councillor Baum-Dixon

Seconded: Councillor Hickey

1. **Financial Monitoring**

The financial monitoring report for month 8 was noted

1. **Budget & Precepting 2024/25:**

The further draft budget presented by the Clerk was reviewed

Resolved: That the budget for 2024/25 is agreed with the inclusion of £850 RMBC Partnership income

Proposed: Councillor Adair

Seconded: Councillor Croxton

1. **Approval of accounts for payment**

The following accounts were approved for payment

Receipts

|  |  |  |
| --- | --- | --- |
| Sale of Pie & Peas at Halloween eventSee payments due for Hero’s event below |  -  | 140.00 |
| Christmas Tree Festival Sponsorship  | BACS | 600.00 |
| Northern Power Grid – ground rent Washfield lane equipment | Cheque | 2.30 |
| Reading Room letting | BACS | 90.00 |
| Burial Fee | BACS | 1,400.00 |

Payments

|  |  |  |
| --- | --- | --- |
| Staff Salaries, Pension, Exp, Q3 HMRC Dec 2023 | BACS/DDebit | 3,506.03 |
| Opus Energy -Electricity Dec 2023  | Direct Debit  | 60.15 |
| EDF – Gas – (Cr £55.74 @31 Oct Dr £195.36) | Direct Debit | 149.39 |
| A Flinders – Burial Ground Maintenance Nov/Dec | BACS | 366.66 |
| Sarah’s Home Cleaning Services Ltd – Clean RR Dec | BACS | 39.00 |
| Community Centre Quarter 3 Cleaning for Youth Club | BACS | 200.00 |
| Morrisons (Cllr Beckett) Gifts for Santas Grotto | BACS | 259.20 |
| Refund of hire of Reading Room deposit | BACS | 50.00 |
| Cartridge People – printer ink | D/Debit | 45.58 |
| Amazon Receipt book  | D/Debit | 4.05 |
| Lawnmowers Direct (£242 net of VAT)  | D/Debit | 290.00 |
| Costco, Morrisons, Makro, Lidl (RRowbottom) Foodstuff etc for Treeton’s Hero event (paid net of pie & peas income) | BACS | 226.92 |
| Fowler Sandford – Ground Rent Well Lane bus stop | BACS | 0.60 |
| RMBC Advertising Vacancy | D/Debit | 145.80 |
| YLCA – Advertising Vacancy | BACS | 15.00 |
| Granmore – tiles for RR Ceiling (EMR) | D/Debit | 750.17 |
| Wickes – spikes for Xmas trees ((KHickey) | BACS | 108.00 |
| Poundstretcher - Lights batteries Xmas trees (KHickey) | BACS | 211.90 |
| Petty Cash – refreshments, donation re Pumpkin eventsealant | BACS | 42.49 |
| **LATES** |  |  |
| Dignity – Burial fees  | BACS | 258.00 |
| Guilthwaite Nurseries – Christmas Trees | BACS | 325.00 |
| Petty Cash - milk | BACS | 2.20 |
| Wickes – spikes Xmas Trees (K Hickey) | BACS | 22.50 |
| Poundstretcher - Lights batteries Xmas trees (KHickey) | BACS | 36.97 |
| Hobsons Xmas Tree (KHickey) | BACS | 37.50 |
| WasteClear – remove fly tipping | BACS | 75.00 |

Proposed: **Councillor Adair**

Seconded: **Councillor Hickey**

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

£

Balances at bank: Current account 14,774.76

 Deposit account 20,531.49

Cambridge Building Society 80,000.44

Nationwide Building Society 35,640.45

**Total £150,947.14**

**2023/209 Items for information/Future Business**

Dates for Parish Council meetings through 2024:

29th Jan 2024

26th Feb

25th March

22nd April

13th May - Annual Meeting of the PC to comply with timescales in an election year

24th June

29th July

30th Sept

28th Oct

25th Nov

16th Dec

27th Jan 2025

Items for future business: Curtains in the Reading Room – Cllr Rowbottom

**2023/210 Date of the Next Meeting**

The date of the next meeting of the full Parish Council will be Mon 29th January 2024 at 6.30pm at the Reading Room.

**2023/211 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 Adair

**2023/212 Allotments – decision re tenancy**

Resolved: After due consideration it was agreed to extend the initial 6 months tenancy by a further 4 months with a condition that significant work takes place on the plot to bring it up to standard over that time.

Proposed: Councillor Hickey

Seconded: Councillor Rowbottom

**2023/213 Property - Decision on lease**

Resolved: To decline the current Heads of Terms and request they be reconsidered.

Proposed: Councillor Hickey

Seconded: Councillor Baum-Dixon

**2023/214 Decision re RMBC Warning Notice**

Resolved: To address the concerns of the warning notice

Proposed: Councillor Rowbottom

Seconded: Councillor Hickey

The meeting closed at 8.25 pm

Chairperson: Date:

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