

TREETON PARISH COUNCIL

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

ON MONDAY 29th APRIL 2024

Present: Councillor: W. Parker-Foers (Chairperson)
Councillors O. Baum-Dixon, V. Beckett, J Chadburn,
B. Croxton, R. Rowbottom
In attendance: J. James Clerk to the Council
Deborah Middleton Incoming Clerk to the Council

2024/81 Apologies for Absence

Apologies were received from Cllr Adair

2024/82 Public Question Time

6 members of the public attended. Representations were made about the need for ID at the forthcoming elections, a suggestion made to include the school and Treeton Historical Society when laying wreaths on the graves of the unknown soldiers, concern over poor quality grass cutting and dissatisfaction expressed over the approach the PC had taken when addressing a breach of burial ground regulations.

Agreed that the PC would post a link to RMBC's advice to electors on our Facebook page, noted that the very wet weather had presented challenges for RMBC's grass cutting schedule and that the PC were following this up. Apologies were offered for any unintended distress caused in respect of applying the burial ground regulations and details of how to make a complaint given.

2024/83 Declaration of Interests

There were no declarations of interest.

2024/84 Minutes of Previous Meetings

Minutes of the Parish Council Meeting held 25th March 2024 were taken as read copies having been circulated to all members of the Parish Council previously and with the agenda.

Resolved: That the minutes of 25th March are approved and signed by the Chairperson.
Proposed: Councillor Baum-Dixon
Seconded: Councillor Beckett

2024/85 Matters Arising

2023/176 Flooding – Review and lessons learnt

Action Clerk to chase RMBC for an update on the outcome of the review

2024/7 xxxii Damage to Bole Hill by buses

The Clerk reported that this has been repaired and reseeded by the Parish Team however buses have yet again run onto the grassed area. A further complaint has been made to the SYCMA.

2024/37 Walls around St Helen's Church & the closed burial ground

Action Clerk to chase a response from RMBC

2024/55 Installation of CCTV

Cllr Rowbottom reported that she meeting with RMBC this week to agree the exact sites for the cameras.

2024/64xxv Correspondence – Defibrillator

Cllr Rowbottom advised she will make further contact with the chemist

2024/86 Clerk's Report & Correspondence Received

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

- i. RMBC - Details of planning applications, decision and appeals.
- ii. RMBC - Roadworks reports
- iii. RMBC - Rotherham Town Centre News
- iv. RMBC - Rotherham Roundup
- v. RMBC - Rother Vale News from your Neighbourhood
- vi. RMBC - What's on across Rotherham in April
- vii. RMBC - for Communities - Details of training for flood preparedness
- viii. RMBC - Children's Capital of Culture Event 2025 – interest from PC's in finding out more – agreed to confirm an interest.
- ix. RMBC – Notices of uncontested Parish Council election
- x. RMBC – Opportunity to Contribute to Ward Priorities – added to agenda for May meeting.
- xi. YLCA - White Rose bulletin
- xii. YLCA - Training and Discussion Group Opportunities
- xiii. NALC - Chief Executive's Bulletin
- xiv. SYCMA - Changes to bus services from May
- xv. Alexander Stafford – News from across Rother Valley
- xvi. Residents – flood prevention work Shorland Drive – watching brief on RMBC responses.
- xvii. Resident – fence post r/o Mill Lane knocked over – reported to RMBC
- xviii. Handsworth Road Hogs running club – Waverley Dash 10K on 5th May
- xix. Cllr Baum-Dixon – for resident – enquiry about when Well Lane grass will be cut – provided schedule & contacted RMBC for timescales. **Action** Clerk to follow up with RMBC.
- xx. Cllr Parker-Foers - fly-tipping off Long Lane – reported to RMBC. This has now been removed.
- xxi. Cllr Parker-Foers – for resident – antisocial behaviour – reported to RMBC Housing Officer

- xxii. Cllr Scott – resignation
- xxiii. Resident – flood prevention Shorland Drive – email exchange with RMBC
- xxiv. Football Club – concern over long grass on Cowfield – advised that the PC is in contact with RMBC but the ground was too wet and taking the tractor onto it may do long term damage. The ground conditions were monitored and RMBC cut the grass on 26th April.

LATES

- xxv. Sheffield Star – seeking a comment regarding the relocation of Wood Lane mine wheel. **Action** Cllr Baum-Dixon to draft a response
- xxvi. Cllr Beckett for resident – sewerage leak from Jones Homes estate into Treeton Dyle –Cllr Beckett reported it to & met with YWA and onwards to EA. Clerk reported onwards to Jones Homes whose infrastructure failure appears to be the cause of the leak and advised secretaries of the Boat Club and Fishing Club. **Action** Clerk to make further contact with Jones Homes, EA and RMBC Planning to ensure the PC remain informed.

2024/87 Borough Councillors Report

Item not taken.

2024/88 Project to remedy drainage on Cowfield – Update on progress

Item not taken

2024/89 Proposal for a flag pole

Resolved: To initiate a project to install a full sized flag pole on the War Memorial Gardens
Proposed: Councillor Baum-Dixon
Seconded: Councillor Beckett

2024/90 Presentation of Accounts for 2023/24

a) Report of the Internal Auditor & appointment of same for 2024/25

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 24/25
Proposed: Councillor Rowbottom
Seconded: Councillor Croxton

b) The Annual Governance Statement of the Council for the year ended 31st March 2024

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 Rowbottom
Seconded: Councillor Beckett

c) Accounting Statements as at 31.3.24

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 Rowbottom
Seconded: Councillor Croxton

2024/91 Naming the War Memorial Gardens

It was agreed to undertake a consultation with residents via the newsletter and Facebook

2024/92 Land off Station Road

The Clerk confirmed that this land is subject to a lease in holdover between Norfolk Estates and the Parish Council. **Action** Clerk to chase a response on the details of lease

2024/93 Planning & Review of Progress on Projects through 2024

The forward planner was noted

Resolved: To agree a budget of £350 for summer planting.
Proposed: Councillor Rowbottom
Seconded: Councillor Baum-Dixon

2024/94 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

Cllr Baum-Dixon updated on details of plans for the 80th Anniversary of D. Day Fete in partnership with the Baptist Church for the provision of refreshments and use of their garden space as a back-up venue. The relevant risk assessments and policies were reviewed and confirmed that there will be a Territorial Army qualified first aider present.

Resolved: That the Risk Assessment for Garden Parties, Fetes, Events where the PC is the Sole Organiser and Policy for Lost Children and Vulnerable Adults are adopted.
Proposed: Councillor Baum-Dixon
Seconded: Councillor Beckett

Resolved: A donation of £50 to the Baptist Church for the use of their facilities
Proposed: Councillor Baum-Dixon
Seconded: Councillor Rowbottom

Cllr Baum-Dixon updated on developing plans for the Picnic on the Pitch which he confirmed the PC's role was one of support and as volunteers to the Cricket Club who are the organisers and through advertising the event via the newsletter and Facebook.

A request was made to fund the provision of St John's Ambulance services for the event. **Action** Cllr Baum-Dixon to provide a quote to the next PC meeting

2024/95 Standing Items

a) Reading Room

- i. Parish Cllr, Housing & PCSO Surgeries

Wed 1st May – Cllrs Croxton & Parker-Foers

b) Allotments/Garage sites

Nothing to report

c) Burial Ground

- i. Registering the Land – The Clerk reported this remains with the solicitor
- ii. Paving – Cllrs Parker-Foers reported she will continue to follow this up with the contractor
- iii. Notice Board –Cllr Croxton reported that the new notice board is now in place, he was thanked for his efforts.
- iv. Policy for Management of Memorials

Resolved: That the review of this policy which remains unchanged and which focusses on the health and safety aspects of memorials is noted

Proposed: Councillor Rowbottom

Seconded: Councillor Chadburn

Cllr Beckett left the meeting

d) Recreation Ground and Play areas

Nothing to report

e) Environment

Cowfield – **Action** Clerk to work with Cllr Parker-Foers to obtain quotes to reduce the depth of the brambles that are encroaching onto the grassed area.

f) 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:

Rother Heights Rother Crescent - to vary the current condition which is to care for people with autism only imposed by RB2006/1668 to allow care for people with wider range of needs

3 Bole Hill – to create a means of access - this is to create a tarmac access over a green verge, then across the pavement to access a parking space in front of the dwelling.

No comments

Decisions:

Jones Mine Wheel & Beaumont Estate – conditional approval. This application includes approval to re-site the mine wheel and reserves approval for some elements including landscaping across the whole site as 'subject to the submission of details to the planning officer'

The Clerk reported that Jones Homes are hoping to start work early in May and that before any works begin a sequence of works and pre-start meeting on-site with the PC will take place. Their intention is to have the new monument location pinned out on-site for the pre-start meeting and once this has been done, they will make contact with the PC to arrange a visit to site to share the location one final time before Jones start the build.

46 Rother Crescent - conditional approval for 2 storey side extension

22 Spa Well Crescent - conditional approval for an extension

Other matters:

Appeal to the Planning Inspectorate against RMBC refusal for the erection of 2 flats with parking at the site of Old Enterprise Centre.

Resolved: To reiterate the Parish Councils concerns of over development of the site, the restricted space for access, concerns over traffic onto Church Lane and Station Road, further demand on parking on an already small site and loss of amenity for residents to the Planning Inspectorate

Proposed: Councillor Baum-Dixon

Seconded: Councillor Rowbottom

Councillor Beckett rejoined the meeting

Mill House - RMBC enforcement have advised they continue to investigate breaches of planning regulations in respect of the buildings and unlawful use as a haulage yard.

g) Newsletter – Annual Review of Arrangements

The production, resourcing and costs for the newsletter were reviewed.

Resolved: To purchase CANVA software so production can be shared across several PCllrs to increase capacity at a cost of £110pa

Proposed: Councillor Baum-Dixon

Seconded: Councillor Rowbottom

h) Neighbourhood Watch

Nothing to report

2024/96 Report from Representatives on External Bodies

a) RMBC/Parish Council's Network Meeting

Nothing to report.

b) YLCA Branch Representatives

Nothing to report.

c) Banks Group – Penny Hill Wind Farm

Nothing to report.

d) Treeton Youth Club - Contract, fees & general update

Nothing to report.

e) Community Centre & Playing Fields Memorial Committee

Nothing to report.

2024/97 Community Centre

Item not taken

2024/98 Finance and General Purposes

a. Financial Monitoring year end outturn

The year end outturn report was noted

- b. Internal Control Reconciliation & Accountability** Cllrs Parker-Foers & Rowbottom 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.

c. Review of Ear Marked Reserves

The report on the year-end reserves was noted and the Clerk's recommendations for allocations reviewed.

Resolved: To accepted the Clerk's recommendation for the management of reserves and the allocation between earmarked and general reserves.

Proposed: Councillor Baum-Dixon

Seconded: Councillor Beckett

d. Approval of accounts for payment and changes to the bank mandate

It was agreed to add Deborah Middleton (Clerk) to the banking mandate and the documents were duly signed.

The following accounts were approved for payment

Receipts

RMBC First half of precept	BACS	31,000.00
Reading Room letting	BACS	60.00

Foers Burial Fee	BACS	700.00
HMRC Q4 VAT refund	BACS	1,230.55
Allotment rent (part year)	BACS	4.20
<u>LATES</u>		
Reading Room letting (incl £50 deposit)	BACS	200.00
Interest Co-operative Deposit Account	Direct Debit	162.29

Payments

Staff Salaries, Pension, Exp, April 2024	BACS/DDebit	2,080.67
Opus Energy -Electricity April 2024	Direct Debit	64.18
EDF – Gas – March 24	Direct Debit	180.00
Smarty – Office Mobile Phone monthly tariff - April	D/Debit	10.00
Sky: 14.4.24 – 13.5.24 - broadband	D/Debit	28.74
A Flinders – Burial Ground Maintenance March 24	BACS	389.03
Sarah's Home Cleaning Services Ltd – Clean RR April	BACS	45.00
RMBC – Business Rates 24/25 – Full rebate	-	-
Business Stream Water Dec-March Reading Room	Direct Debit	31.54
Business Stream Water Dec-March Burial Ground	Direct Debit	10.31
YLCA – Annual Subscription 1.4.24- 31.3.25	BACS	816.00
Rialtas – Financial ma'ment software 1.4.24-31.3.25	BACS	230.40
Medisave – Defib consumables	Direct Debit	33.55
The DefibPad – Defib consumables	Direct Debit	112.79
RMBC Commercial Waste 1.4.24-31.3.25	BACS	329.70
RMBC Grounds maint Cowfield	BACS	1,647.04
Hobsons – Topsoil for Bole Hill	BACS	72.00
Homeglow – boiler annual service & stat safety check	BACS	126.00
Dignity – Burial fees x 2		516.00
Rotherprint – Spring newsletters	BACS	690.00
SJD Sports – Youth Club leaders Oct – Dec 23	BACS	1,977.60
SJD Sports – Youth Club leaders Feb – March 24	BACS	1,483.20
Brian Smyth – internal audit	BACS	100.00
Petty Cash – refreshments, material notice board	BACS	98.56
<u>LATES</u>		
Amazon – box A4 paper incl 49p Amazon prime delivery	Direct Debit	24.28
Hobsons – Perennial plants for Mill Lane	BACS	126.00

Proposed: Councillor Rowbottom

Seconded: Councillor Croxton

Bank & Cash Book Reconciliation 31st March 2024

	£
Balances at bank: Current account	5,473.65
Deposit account	*12,531.49

*Transfer of £8,000 for CCTV purchase

Cambridge Building Society	80,000.44
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Nationwide Building Society

** 36,891.14

** Includes £1250.69 interest for 23/24 rec'd 31.3.24

Total

£134,896.72

2024/99 Items for information/Future Business

Items for May agenda: Annual Meeting of the Parish Council
 Contributions to Ward Priorities

2024/100 Date of the Next Meeting

This will be the Annual Parish Meeting at 6.30pm and at the rise of that meeting the Annual Meeting of the Parish Council will follow at 6.35pm and include normal business.

2024/101 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 Chadburn

2024/102 Property

Resolved: To offer the resident cultivating a small unauthorised allotment an allotment tenancy

To contact the householder noting the incursion into the Cowfield and asking that he removes building debris from the land and leaves it to naturalise back to a bramble hedge accepting his right to cut back any that overhangs his property.

Proposed: Councillor Beckett

Seconded: Councillor Baum-Dixon

2024/103 Staffing Matters

The Chairperson updated on staffing matters.

The meeting closed at 8.30pm

Chairperson:

Date: