

TREETON PARISH COUNCIL

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

ON MONDAY 13th MAY 2024

Present: Councillor: W. Parker-Foers (Chairperson)
Councillors T Adair, O. Baum-Dixon V. Beckett, J Chadburn, K. Hickey,
R. Rowbottom
In attendance: D Middleton Clerk to the Council/J James (retiring clerk)
T Adair as Ward Councillor

The Chair congratulated Cllr Adair for being elected as Ward Councillor for Rother Vale.

2024/104 Election of Chairman

Resolved: That Councillor W Parker-Foers is elected Chairman of the Parish
Council for the following year
Proposed Councillor T Adair
Seconded Councillor K Hickey

Councillor Parker-Foers retained the Chair

2024/105 Election of Vice - Chairman

Resolved: That Councillor O Baum-Dixon is elected Vice- Chairman of the Parish
Council for the following year
Proposed Councillor V Beckett
Seconded Councillor R Rowbottom

2024/106 Nomination for representatives of HR Committee

Resolved: That Councillors Adair, Parker-Foers, Rowbottom and Chadburn sit on
the HR Committee and that they nominate a chairperson from amongst
their number at the next meeting of the committee

T Adair

Proposed Councillor V Beckett
Seconded Councillor K Hickey

W Parker Foers

Proposed Councillor O Baum-Dixon
Seconded Councillor J Chadburn

R Rowbottom

Proposed Councillor W Parker Foers
Seconded Councillor V Beckett

J Chadburn

Proposed Councillor R Rowbottom
Seconded Councillor V Beckett

2024/107 Rotherham MBC/Parish Council Network Meeting

Resolved: That whilst any Parish Councillor may attend that Councillor T W. Adair represents the Parish Council at the meeting
Proposed Councillor K Hickey
Seconded Councillor R Rowbottom

2024/108 YLCA Branch Representative

Resolved: That Councillor W. Parker-Foers represents/nominates others to represent the Parish Council as the YLCA Branch representative
Proposed Councillor R Rowbottom
Seconded Councillor T Adair

2024/109 Banks Group Representative

Resolved: That Councillor T. W. Adair represents the Parish Council at the Banks Group branch meetings.
Proposed Councillor V Beckett
Seconded Councillor K Hickey

2024/110 Treeton Parish Council Youth Club

Resolved: That Councillors T.W. Adair represent the Parish Council
Proposed Councillor V Beckett
Seconded Councillor K Hickey

2024/111 Community Centre Management Committee

~~Cllrs Adair and Baum Dixon were both nominated, in previous years there has been only 1 representative.~~

~~Action: The clerk will check the constitution and nominations confirmed at next meeting.~~

~~Action: The clerk to check constitution. Can the PC have 2 representatives.~~

Amended by minute 2024/139 PC meeting 24.6.24 to read

Cllr Baum Dixon was nominated and seconded by Cllrs Rowbottom and Beckett respectively to represent the PC on this committee after which Cllr Adair expressed an interest.

Action The Clerk agreed to check the lease between the PC and the community centre to determine the number of allowed representatives and confirm the position to the next meeting

2024/112 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 R Rowbottom
Seconded Councillor J Chadburn

2024/113 Declarations of Office

Parish Councillors duly signed their declarations, completed their Register of Interests forms and were reminded to make their expenses returns to the Elections Office.

2024/114 Apologies for Absence

Apologies were received from Cllr Croxton

2024/115 Public Question Time

5 members of the public attended and made representations

Hedges between Treeton and Ulley (footpath side) need attention

Action: Clerk to contact RMBC

Action: Ward Cllr Adair to raise with RMBC.

Windle Court – Work done in the field by RMBC has left sludge across the path through the hillside. Water is still accumulating through the gates.

Action: The clerk to contact RMBC.

Action: Ward Cllr Adair to raise with RMBC.

2024/116 Declaration of Interests

There were no declarations of interest.

2024/117 Minutes of Previous Meeting

Minutes of the Parish Council Meeting held 29th April 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 are approved and signed by the Chairman.

Proposed: Councillor T Adair

Seconded: Councillor R Rowbottom

2024/118 Matters Arising

2023/176 Flooding – Review & Lessons Learnt – The Clerk reported that RMBC have advised that they are still working on the Section 19 report as they have a confirmed date for completion and approvals, they will be notifying stakeholders, seek to hold meetings for communities impacted.

No further action required. (Can be removed from further meetings)

2024/37 Walls around St Helen's Church & the closed burial ground - The Clerk reported that RMBC have advised that the whole project has taken much longer than expected due to legal issues with residents. These works will not include the walls on Church Lane/Old Rectory because the cost of the works has risen significantly for the first phase of works so RMBC will look at the other walls as a further phase.

Concerns were raised over the safety of the walls if not attended to in particular on Church Lane where stones have come out of the wall.

Action: The Clerk to contact RMBC as it is in a conservation area and try to establish ownership of the wall to ascertain responsibility for maintenance.

Action: Ward Cllr Adair to raise with RMBC.

2024/55 CCTV – Cllr Rowbottom reported that she & Cllr Baum-Dixon had with the CCTV contractors and agreed the exact lamp post locations for the camera placement. These are now subject to confirmation by RMBC. Installation is likely within the next month to six weeks.

2024/86xxvii Correspondence - Sewage leak – The Clerk reported that the Local Land & Water Team of the EA are investigating and that she has asked that the PC is kept informed of their finding

EA reported that they were unable to confirm a direct link therefore could not confirm where the leak originated. EA have asked any issues to be informed.

Action: The clerk to email EA again.

2024/92 Land off Station Road – The Clerk reported that Fowler Sandford have advised that they will review their records and advise. No further updates. To be kept on the agenda waiting reply from Fowler Sandford

2024/119 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 – What's on through May
- v. YLCA - Training and Discussion Group Opportunities
- vi. YLCA – Law & Governance Bulletin which covers items that need to be include in the agenda for Annual PC meetings and changes in statutory payments
- vii. YLCA – for RMBC Nomination process to the Joint Working Group between RMBC and PCs
- viii. NALC – Chief Executive's Bulletin - a range of items of national interest
- ix. SYCMA - Changes to supertram
- x. Alexander Stafford – Round up of election results

Lates

YLCA – White Rose Bulletin

Resident commented on the verges on High Hazels Road, in need of attention. Action: Clerk to contact Jones Homes

2024/120 Borough Councillors Report

In his capacity as Ward Councillor T. Adair had nothing to report.

2024/121 Project to remedy Cowfield drainage.

Cllr Adair reported that the grass has been cut and markings completed. Core samples are expected to be taken next week.

2024/122 Proposal for a flag pole

The Clerk confirmed that RMBC have, as land owners have given approval.

Action: Consultation with residents via next newsletter. Cllr O Baum-Dixon

2024/123 Annual Review of Standing Orders, Financial Regulations, Terms of Reference for HR Committee plus Financial Risk Assessment & Internal Controls and Approval for Continuing Payments

Resolved:

- That the Standing Orders, Financial Regulations and Terms of Reference for HR Committee 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 O Baum Dixon

Seconded: Councillor V Beckett

2024/124 Fly tipping – use of covert CCTV

Several incidences of fly tipping have been reported to RMBC and addressed but the PC wish to pursue whether the use of covert CCTV at certain locations would help to improve detection and conviction rates.

Action: Cllrs Parker Foers and Hickey to investigate.

Action: Ward Cllr Adair to raise with RMBC.

2024/125 Contribution to review of Ward Priorities.

Resolved: That the existing priorities reflect the needs of Treeton

Proposed: Councillor R Rowbottom

Seconded: Councillor V Beckett

Action: The clerk to advise RMBC.

2024/126 Review of Social Media Policy to include consideration to adding PR & other media

Discussion took place regarding whether the Social Media Policy should be amended to cover Parish Council communication with the media and press. The Chair stated that this was unnecessary as the Parish Council's Civility and Respect Policy clearly states that any communication with the press and media should be through the 'Officer' which is the Clerk to the Council. The chair therefore reminded all those present that all requests for comment by the press is via the Clerk.

2024/127 Planning & Review of progress on projects through 2024

The forward planner was reviewed and noted:

2024/128 Events Working Group: Report from the Group on recent events and future plans including consideration of risk assessments, agreement to any financial implications & Parish Council sign off

The Clerk reported that she is still waiting for approval from RMBC for the use of the War Memorial Gardens

Cllr Baum Dixon confirmed alternative arrangements to use the gardens of the Baptist Church remain in place and plans will be adjusted according to the venue.

He further reported that the quote from St John's Ambulance for their services at the Picnic on the Pitch is £171.60 +VAT.

Resolved: To contract with St John's Ambulance for their services
Proposed: Councillor O Baum Dixon
Seconded: Councillor R Rowbottom.
Action: Councillor V Beckett to forward invoice to the clerk.

2024/129 Standing Items

a) Reading Room

i. Housing & Parish Councillor surgeries:

July 4th Cllrs Parker Foers & Croxton

b) Allotments/Garage sites

The Clerk confirmed that an allotment tenancy had been offered for the small plot r/o Wood Lane and that a response is awaited.

c) Burial Ground

i. Extension to the burial ground The Clerk reported that this remains with the solicitors

ii. Paving

Contractor and agreed to get his team in to replace damaged pavers and to complete the work by mid-June..

d) Recreation Ground and Play areas

Nothing to report

e) Environment

Cowfield - The Chairperson reported that she is in the early stages of exploring the details of the works required against which to obtain quotes

The Clerk reported she had written as instructed regarding the boundary issue.

It was noted that grass cuttings were being left in clumps around the pitch.
Action: The Clerk to contact the football club.

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:

Decisions: None

New Applications: None

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. The Clerk confirmed that she had submitted a representation on behalf of the PC to the Planning Inspector.

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. RMBC confirmed they are still waiting for the revised flood risk assessment from agent.

g) Newsletter – update

Cllr Baum-Dixon reported a number of adverts requests had been received and he was in the process of going through them. Copy deadline is 12th June 2024 for next edition. Software still to be purchased.

h) Neighbourhood Watch - update

Cllr Rowbottom reported that one or two new members has joined.

2024/130 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

Cllr Adair reported that the youth club continues to be well attended offering a range of activities

e) Community Centre

Cllr Adair reported that the centre remains busy and continues offer space for a range of activities

f) Community Centre & Playing Fields Memorial Committee

Nothing to report.

2024/131 Finance and General Purposes – Insurance & Approval of accounts for payment

The levels of insurance cover and quotes were reviewed.

Resolved: To accept the quote from Zurich for a 3 year policy in the sum of £937.56pa

Proposed: Councillor R Rowbottom

Seconded: Councillor O Baum-Dixon

The following accounts were approved for payment

Receipts

None

Payments

Staff Salaries, Pension & Expenses May 2024	BACS/DDebit	2,363.83
Opus Energy - Gas May 2024	Direct Debit	180.53
EDF – Electricity May 2024	Direct Debit	52.95
Smarty – Office Mobile Phone monthly tariff	D/Debit	10.00
Sky: 14.5.24 – 13.6.24 - broadband	D/Debit	28.74
Sarah's Home Cleaning Services Ltd – Clean RR May	BACS	45.00
A Flinders – Burial Ground Maintenance April 2024	BACS	389.03
Baptist Church (JJJames)Donation towards DDay event	BACS	50.00
Community Centre Q1 Cont to hosting Youth Club	BACS	200.00
Churches Fire Ann Maint contract for fire safety 24/25	BACS	500.50
Cartridge People Printer Ink	Direct Debit	40.79
Zurich – Insurance 1.6.24-31.5.25	BACS	937.56
Petty Cash –refreshments, materials	BACS	1.45

LATES

Refund deposit for RR hire	BACS	50.00
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Proposed: Councillor O Baum-Dixon

Seconded: Councillor R Rowbottom

Bank & Cash Book Reconciliation 30th April 2024

	£	
Balances at bank: Current account	27,445.81	
Instant account	12,693.78	

Cambridge Building Society	80,000.44
Nationwide Building Society	36,891.14

Total **£157,031.17**

2024/132 Items for information/Future Business

Speeding through the village.
Defibrillator in the Bole Hill area.
Jones Homes relocation of Winding Wheel.

2024/133 Date of the Next Meeting

The date of the next meeting will be Mon 24th June 2024 at 6.30pm in the Reading Room

2024/134 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 J Chadburn

Seconded: Councillor O Baum - Dixon

2024/135 Property – update

Potential lease. Item deferred.

The meeting closed at 8.15pm

Chairman:

Date: