**Whiston Parish Council**

**Minutes of the Meeting held on Monday 19th November 2018 at 6.30 pm at Whiston Parish Hall.**

**Present: -** M. Yarlett, G. Smales, K. Ferris, T. Stevenson, D. Dodson, N. Tranmer

**In Attendance:** Clerk to the Council. J Arno. Rev Jenny Park

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| **127/19**  **128/19**  **129/19**  **130/19**  **131/19**  **132/19**  **133/19**  **134/19**  **135/19**  **136/19** | **To Receive Apologies and Approve Reasons for Absence**  R. Carter (holiday)  **Resolved:** That the above reason for absence be approved.  **To Receive Declarations of Interest (other than standing)-** None  **Public Discussion Period**  No matters raised  **Approve the Minutes of the Parish Council Meeting held – 15th October 2018**  **Resolved:** That the minutes of the 15th October be approved as a true and accurate record.  **Matters Arising from the Minutes**  112/19 a) Patio - Clerk still waiting for further revised quotes including gate prices.  **Monthly Accounts**  **Resolved:** That the monthly accounts be approved in the sum of £15.490.90 (schedule attached) together with £150.00 retainer refunds.  **Bank Reconciliation to 31st October 2018**  **Resolved**: That the bank reconciliation to 31st October 2018 be approved.  **Budget Monitoring to October**  **Resolved:** That the budget monitoring to October be approved.  **Resolved**: That the Parish Hall Equipment budget be increased to £11,000 in light  of the planned purchase of furniture and carpeting.  **Christmas Switch On inc minister attendance**  Discussion of the grotto and location. It was agreed that sundries in the sum of £100 be approved to dress the grotto and £100 for an outfit. Cllr Cowles agreed to fund £100 from his leadership fund. Santa arrangements noted including safeguarding.  Stalls discussed and stewarding noted to ensure sufficient numbers and consider rota. Cllrs Smales & Ferris to event manage & deputise.  Clerk to arrange date for final lights test & letters to residents and shop owners  Further working group meeting to be scheduled for 26th November at 6.30om  **RMBC Ward Councillor Report inc consider interactive speed signs**  It was reported that RMBC were in the process of agreeing a supplier for a mobile interactive speed sign. Ward Councillors would then agree different  locations to monitor.  A mobile CCTV unit was also to be purchased and would be used some of the time at the recreational ground on Cowrakes Lane due to suspected drug dealing. |
| **137/19**  **138/19**  **139/19**  **140/19**  **141/19**  **142/19**  **143/19**  **144/19**  **145/19**  **146/19**  **147/19**  **148/19**  **149/19**  **150/19** | **Youth Club – Report inc appointment**  Report received from the staffing group. Ms E Sowerby was recommended for the post due to experience.  **Resolved**: That Emily Sowerby be appointed as a youth worker. Members agree that the Clerk forward a statement of particulars in the same terms as the senior youth worker but with the revised hours and pay as previously agreed. To commence 1st December.  Members also to consider a further appointment of a youth worker at the December meeting.  Members agreed £100 for a ‘tuck stop’ and a float of £50 for incidentals. This should be self-sufficient going forward.    **Parish Hall**  a) Review Wi-fi extender requirements  Noted 2 options – off the shelf product and more extensive system.  **Resolved:** That a BT system be purchased in the sum of £168.00 inc VAT  (Cllr Smales disclosed a personal interest and did not vote as it would likely be used by the Guides)  b) Review Wine Club rates for hire  **Resolved:** That a rate of £15.00 be agreed per hour with the sessions monitored when the youth club ran concurrently.  c) Consider “meet and eat” sessions  Members discussed the sessions with a meeting to be arranged to take advice– provision of hot food anticipated but would require the refurbishment of the hall kitchen to a commercial standard.  A community allotment was also mooted as a possibility.  d) Consider Kitchen equipment requirements and refurbishment  As above – when the ‘meet and eat’ requirements were known a specification for the kitchen could be considered in due course.  **Health and Safety Matters**  Quotes for the 5 Fire Year Electrical Testing to be obtained**.**  **Resolved**: That PAT testing of hall equipment be agreed.    **Approve Revised Standing Orders and Financial Regulations**  **Resolved:** That the updated Standing Orders and Financial Regulations be approved.  **Approve Complaints Procedure**  **Resolved:** That the Complaints procedure be approved.  **Approve Disciplinary and Grievance Procedure**  **Resolved**: That the Disciplinary and Grievance Procedure be approved  **Consider Brook Street Garage Sale**  **Resolved:** That Fearney Greaves be approached for a valuation.  **Barn Roof – Update and approve staged payments & Consider proposed TPO**  **Resolved:** That staged payments be agreed as requested commencing at the end of November and paid monthly.  The Clerk would forward correspondence to RMBC regarding the TPO and ask for the tree surgeon to approach the preservation officer regarding the work required in light of the condition of the tree (which appeared disputed) and the damage currently being caused to the barn roof.  **Approve RMBC Grounds Maintenance Contract renewal**  **Resolved:** That the contract be renewed for 3 years as noted in recent RMBC correspondence as circulated to members.  **Consider Administration of Council Social Media**  That the Council Facebook page be deleted as it was not being operated. Council Twitter and Youth Club Facebook page to continue    **Correspondence**  Consider Radio Nightingale request for donation-  **Resolved:** That £75 be approved as a donation  Ulley Country park representative request-  Members agreed they would consider and advise the Clerk if available when Agenda’s and Minutes were circulated.  **Items for Future Agenda**   * Miscellaneous grass cutting renewal. * Grant applications (Banks Community Funding) * Review Barn windows. * Review users of main hall/2nd function room & store room requirements. * Consider additional youth club worker appointment   **Planning Applications**  **RB2018/1646** Newnan School East Bawtry Road  Variation of condition 02 (amended plans - additional tree to be removed due to close proximity to new building) imposed by RB2018/1770  **RB2018/1610** 12A Whiston Willows Moorhouse Lane  Erection of Dwellinghouse  **RB2018/1687** 8 Reresby Crescent  Demolition of existing garage & erection of 2 storey side extension with porch to front  **RB2018/1751** 87 Lathe Road  Two storey side and single storey front and rear extensions  **Resolved:** No adverse comment o the above applications  **RB2018/0877** Land at School Hill  Amended plans for erection of dwellinghouse & detached garage at land at School Hill  **Resolved:** That the application be supported  **Planning Determinations**  **RB2018/1380** 56 Greystones Road,Single storey side extension, installation of new shop front extension, erection of gates and fencing to front- ***Granted***  **RB2018/1406** 14 Rhodes Drive, Two storey side extension- ***Granted***  There being no other business the meeting was closed at 8.45pm  Signed…………………………………………………  Dated ……………………………………………….. |

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| **PAYEE** | **ACCOUNT** |  | **TOTAL** |
| TTT Entertainment | Stage hire -deposit | BACS | 100.00 |
| Carl Arnold | Triangle construction- Christmas lights | BACS | 1000.00 |
| Ace Janitorial | Cleaning supplies - hall | BACS | 107.50 |
| YLCA | Annual membership (to April 2019) | BACS | 341.65 |
| RMBC | Market Licence | BACS | 20.00 |
| J Arno | Reimburse print fees - youth club leaflets | BACS | 49.95 |
| Regional Media Ltd | Newsletter distribution fees | BACS | 68.56 |
| BT | Quarterly broadband | DD | 93.24 |
| BT | Quarterly phone | DD | 80.17 |
| RMBC | Land & Garage Rent | DD | 25.45 |
| O2 | Mobile inc device fee | DD | 23.59 |
| Lawns Farm | Armistice Pie n peas | BACS | 390.00 |
| Go-pak | Replacement table feet | BACS | 6.60 |
| C K Finch | Gardening contract - August | BACS | 300.50 |
| Cooper Typo | Villager article | BACS | 78.00 |
| A Harrison | Reimburse post | BACS | 16.28 |
| CE&PS Ltd | Electrical installation | BACS | 7158.84 |
| Fire Protection Ltd | Reimburse AH Fire log book | BACS | 30.84 |
| Value Products Ltd | Reimburse AH Fire signs | BACS | 9.18 |
| Speedy Shoe Service | Reimburse SP keys youth club | BACS | 7.50 |
| PHS | Bi annual sanitary waste contract | DD | 328.86 |
| RMBC | Annual playpark inspections | BACS | 382.20 |
| First Aid for less | First Aid kit - youth club (Reimburse JA) | BACS | 23.88 |
| Amazon EU Sarl | Stationery youth club (Reimburse JA) | BACS | 44.52 |
| Amazon EU Sarl | Beanbags -youth club (Reimburse JA) | BACS | 108.00 |
| Jordan Arno | Youth club mobile handset (Reimburse JA) | BACS | 14.99 |
| Virgin Media | Youth Club - Monthly mobile (Reimburse JA) | BACS | 6.00 |
| DA Tech Pro Ltd | Youth Club laptop (Reimburse JA) | BACS | 369.00 |
| Home Bargains | Selection boxes Christmas (Reimburse KF) | BACS | 256.32 |
| Octagon D&M | Newsletter - Print and design costs | BACS | 510.00 |
| Schools First Ltd | DBS fees | BACS | 53.60 |
| RMBC | Road closure fee - Christmas event | BACS | 400.00 |
| British Gas | Annual care plan | BACS | 120.95 |
| Kerry Ferris | Reimburse armistice expenses | BACS | 6.89 |
| YPO | Reimburse J Arno youth club stationery | BACS | 39.09 |
| RMBC | Youth club youth worker advert | BACS | 120.00 |
| Gear4music | Youth Club PA system (Reimburse JA) | BACS | 102.98 |
| Jordan Arno | Youth club attire (Reimburse JA) | BACS | 45.00 |
| Various | Salaries | BACS | 2081.52 |
| Peoples Pension | Pension contributions (Emp'r & Emp'ee) | DD | 51.67 |
| HMRC | NICs & IT- November | BACS | 517.58 |
| **TOTAL** |  |  | **15490.90** |

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