**Whiston Parish Council**

**Minutes of the Annual Meeting held on Monday 21st October 2019 at 6.30 pm at Whiston Parish Hall.**

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

**In Attendance:** E. Keeling Heane,Clerk to the Council, A. Harrison RFO,

Ward Councillors Allen Cowles Julie Turner.

J Arno. Youth Worker. Sophie Beresford RMBC Co-ordinator.

|  |  |  |
| --- | --- | --- |
| **096/19**  **097/19**  **098/19**  **099/19**  **100/19**  **101/19**  **102/19**  **103/19**  **104/19**  **105/19**    **106/19**  **107/19**    **108/19** | **Receive Apologies and Approve Reasons for Absence**  R. Carter, K Ferris (other commitment), C Davis (unwell)  **To Receive Declarations of Interest (other than standing)**  Item – Michael Yarlett – Non pecuniary -Contractors relative known to Cllr Yarlett.  **Public Discussion Period**  No public in attendance.  **Approve the Minutes of the Parish Council Meeting -16th September 2019**  **Resolved:** That the minutes of the meeting held on the 16th September 2019 be approved as a true and accurate record.  **Matters Arising from the Minutes**  a) Key safe update- Now fitted and details provided to members.  b) Hanging basket update – It was understood that the survey was not yet completed. With Cllr Davis not in attendance any update was deferred until the November meeting. Noted a budget for 2020-21 would need to be decided shortly.  **Approve the Monthly Accounts**  **Resolved:** That the monthly accounts be approved in the sum of £8,578.24 (schedule attached) together with retainer deposits of £400.00    **Bank Reconciliation to 30th September 2019**  **Resolved:** That the bank reconciliations to 30th September 2019 be agreed.  **Budget Monitoring to September**  Members received the budget monitoring report to September.  Noted that the budget would be being considered in December.  **Receive External Auditors Report and note Conclusion of Audit in September**  The external audit report indicated that there were no matters to bring to the attention of members. The financial officer noted the Notice of Conclusion of Audit had been published as required in September.  **Health and Safety**  Emergency lighting replacement/repair – being progressed.  Noted a rack to hold the new tables was required. Clerk to investigate  **Youth Club- Update and Approve appointment of new youth worker**  Members considered the recommendations of the interview panel  **Resolved**: That Sophie Wright be appointed as a junior youth worker. Terms of employment to be as for the previous youth worker.  Financial officer to arrange the necessary contractual paperwork.  Safeguarding matters noted.  TVs/Screens –Response still awaited from the grant application.    **RMBC -Ward Councillor Report – Approve bridge signage and location for bulb planting.**  Bridge/brook signage - wording suggested by Cllr Griffin with a contact number for the Environmental Agency (EA) to be included.  **Resolved:** Permission for the signage was approved.  Recent response to RMBC from EA received including additional response to the Clerk. Maintenance schedules awaited.  Daffodils/Snowdrops/Hyacinths now available.  **Resolved**: That areas on Chaff Lane, Mill Hill & Alma Row, School Hill and Doles Lane corner. Greystones adjacent to the shop be planted with bulbs.  Cllrs Stevenson, Griffin and Davis and Cllr Cowles to make arrangements if available. In default the gardening contractor would be instructed.  **Parish Hall**   1. Kitchen refurbishment update   Noted tenders received to date. Members to consider the specification. Discussion of electrical/gas requirements. To be clarified with existing tenderers.  Environmental Health still to attend and advise of their recommendations.  Members agreed to defer a final decision to consider the specification further and await advice from the Environmental Health department  b) Screens  Update noted above.  c) Consider railings/hand rails for steps to patio area  Quotes to be obtained for handrails at each end of the steps (and in the middle)  and along the ramp. | |
|  |  | |
| **109/19**  **110/19**  **111/19**  **112/19**  **113/19**  **114/19**  **115/19**  **116/19** | **Christmas Installation inc**  a) Update from Christmas working group  Meeting with the working group scheduled for 28th October. Stall numbers to be considered  b) Lights for patio – update  Christmas plus -deferred until after Christmas.  c) Brook lighting – update  Noted all the lighting to be removed as RMBC had now requested this.  **Environment – Update on pruning oak tree, Manorial Barn**  Cllr Stevenson to chase the tree surgeon to submit a planning application to prune the tree.  **Remembrance Day Event – Update**  Noted plans were now arranged.  **Toilet Block – Consider future uses**  Members did not have any specific plans at this time.  **Correspondence**  Noted annual request for Holiday Aid received- Consider at November meeting  **Items for Future Agenda**  Hall – Marketing  Manorial Barn – Lease amendment re: maintenance  Brook St Garage/Land Registration  Budget 20/21– Consider projects prior to December budget approval.  **Planning Applications**  **RB2019/1409** -1 Royds Avenue Whiston - Two storey side extension  **RB2019/1453** - 254 East Bawtry Road Whiston - Demolition of existing garage, erection of two storey side & rear extension and single storey front & rear extensions  **RB2019/1445** - 12 School Hill Whiston - Demolition of existing conservatory and part side extension and erection of first floor side and single storey rear extensions. Erection of decking to rear and boundary wall  **RB2019/1460** - A1 Cats Country Hotel Pleasley Road Whiston - Application to vary condition No.2 (opening times) imposed by Planning application RB1996/0501  **No adverse comment to the above applications.**  **Planning Determinations**  **RB2019/1267** -12 The Pieces South Whiston – Application to prune 1No Lime Tree protected RMBC Tree Preservation Order (No.1) 1976 - **Granted**  **RB2019/1071** - 86 Sandringham Avenue Whiston - First floor side extension, creation ofrooms in roof space and dormer to rear – **Granted**  **RB2019/1310** - 49 East Bawtry Road Whiston - Single storey front and rear extensions – **Granted**  **RB2019/1367** - 22 Reresby Crescent Whiston - Single storey side & rear extension – **Granted**  There being no other business the meeting was closed at 7.55pm  Signed…………………………………………………  Dated ……………………………………………….. |

|  |  |  |
| --- | --- | --- |
| **PAYEE** | **ACCOUNT** | **TOTAL** |
| Ace Janitorial | Cleaning products - hall | 94.24 |
| The Sign Workshop | Signage -CCTV hall | 12.00 |
| South Anston Extinguishers | Emergency light repairs | 194.16 |
| Npower | Festive lighting 2017-18 | 242.06 |
| SSE | Electricity refund | -96.82 |
| RMBC | EH Visit fee | 234.00 |
| O2 | Mobile inc device fee | 17.04 |
| RMBC | Land & Garage Rent | 19.46 |
| Business Stream | Water rates | 113.15 |
| Cooper Typo | Villager article | 78.00 |
| C K Finch | Gardening contract -Sept | 300.50 |
| Wickes/Screwfix | Hall - supplies (Reimburse SP) | 16.43 |
| Christmas Plus Ltd | Christmas Lights - Remote timers | 753.60 |
| British Gas | Boiler repairs | 194.92 |
| Virgin Media | YC Mobile phone (JA) | 6.00 |
| Currys PC World | Reimburse EKH Youth club equipment | 438.00 |
| E Keeling-Heane | Reimburse - Hall key safe | 21.48 |
| RMBC | Quarterly allotment rent | 9.38 |
| RMBC | Quarterly grass cutting contract | 360.46 |
| British Gas | Electricity - hall | 115.44 |
| YPO | Furniture - hall (tables/cupboards) | 1760.58 |
| Christmas Plus Ltd | Christmas tree lights and remote. | 624.60 |
| Whiston Cricket Club | Donation- fireworks. | 450.00 |
| Various | Salaries October | 2229.97 |
| HMRC | NICs & IT- Oct | 389.99 |
| **TOTAL** |  | **8578.24** |