**Whiston Parish Council**

**Minutes of the Meeting held on Monday 16th December 2019 at 6.30 pm at Whiston Parish Hall.**

**Present: -** M Yarlett, T. Stevenson, C. Davis, K. Ferris. R. Carter, N. Tranmer, D. Dodson, A Griffin, G Smales

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

Ward Councillors Allen Cowles Julie Turner.

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| **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** | **Receive Apologies and Approve Reasons for Absence** G. Smales (Late arrival possible)**Resolved:** That the above reason for absence be approved.**To Receive Declarations of Interest (other than standing)** CllrM Yarlett 12a) Non pecuniary as knowledge of Fox Contractors **Public Discussion Period**No public in attendance. **Approve the Minutes of the Parish Council Meeting -18th November 2019****Resolved:** That the minutes of the meeting held on the 18th November 2019 be approved as a true and accurate record.**Matters Arising from the Minutes**- None**Approve the Monthly Accounts** **Resolved:** That the monthly accounts be approved in the sum of £9317.09 (schedule attached) together with retainer deposits of £350.00 **Bank Reconciliations to 30th November 2019****Resolved:** That the bank reconciliations to 30th November 2019 be agreed.**Budget Monitoring to November**Members received the budget monitoring report to November **Approve Budget and set Precept for 2020/21**Membersconsidered the Clerk’s report and budget papers.**Resolved:** That the precept be set at £95,680, An increase of 6.4% **Annual Internal Audit Review inc review financial risk assessment**Review of Regulation 4 & 6 of the Audit & Accounts Regulations**Resolved:** That David Ingman be appointed as internal auditor for 2019-20**Resolved:** That the internal audit controls were satisfactory. Cllrs Griffin, Davis and Stevenson to review bank statements periodically. **Resolved:** That the financial risk assessment met current obligations and risks**.****Health and Safety**Noted Environmental Health department visit scheduled around March 2020 **Youth Club- Update** Youth Club report had been circulated to members.**RMBC -Ward Councillor Report** Noted drop in session arranged in light of recent flooding.Lathe Road development meeting to be scheduled at the end of January if possible. **Parish Hall** 1. Kitchen refurbishment - update inc consider quotes

Members considered the quotes received and had a preference for one contractor to undertake the work and project manage accordingly.**Resolved** That IDL be appointed to undertake the kitchen refurbishment Contract to commence in February 2020 for up to 2 weeks.1. Bar area – consider refurbishment

 Noted initial assessment/price for budget purposes. Clerk to source three quotes.  |
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| **151/19****152/19****153/19****154/19****155/19****156/19****157/19** | **Christmas Event -Review**Event very well attended. Future changes - Bridge to be closed. Noted request for improved signage at the grotto.(Request to be made for road closure notices to be removed) **Garage Lease/1st Registration of Green spaces - Update**Consider assessment for provision of parking spacesCllr Stevenson had made some initial enquiries with residents who were interested in dedicated parking Cllr to approach the current tenant to clarify her plans**Environment – Consider lamppost poppies for 2020**Members agreed to purchase poppies for 2020. Numbers to be ascertained. **Correspondence**C Taylor to attend the January meeting to give an update regarding the Lathe Road development**Items for Future Agenda**Consider War Memorial Festival of Brass –Consider Event Management Company quotes **Planning Applications** **RB2019/1750** - 31 Meadowcroft Close Two storey side & single storey rear extension**RB2019/1775** - Dairy Cottage Upper Whiston Lane, Upper WhistonDemolition of existing outbuilding and partial demolition of rear section of garage, erection of two storey and single storey rear extension and conversion of part of garage to living accommodation**RB2019/1779** - Pinchmill Farm Lodge, Pinchmill Lane, WhistonConservatory to front***No adverse comment to the above applications*****Planning Determinations****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 the rear and boundary wall – ***granted*****RB2019/1595** Chestnut House, The Pieces South Whiston - Erection of single storey side extension - ***granted*****RB2019/1740** - 42 Saville Road, Single storey side extension***- granted*** There being no other business the meeting was closed at 8.05pm Signed…………………………………………………Dated ……………………………………………….. |

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| **PAYEE** | **ACCOUNT** |  | **TOTAL** |
| Rotherham Holiday Aid | Donation | BACS | 50.00 |
| Bawtry Forest Christmas Trees | Christmas tree | BACS | 280.00 |
| Christmas Plus | Christmas decorations  | BACS | 198.90 |
| K Ferris | Christmas decorations - grotto | BACS | 70.34 |
| Fence Supplies UK  | Barriers - Christmas event | BACS | 186.00 |
| SSE Scottish Hydro | Hall- gas | DD | 109.27 |
| Whiston Convenience Store | Christmas decorations - grotto (K Ferris) | BACS | 7.74 |
| O2 | Mobile phone | DD | 17.04 |
| P. Rhodes Hickmotts Solicitors | Retainer fee (Disbursements) | BACS | 25.00 |
| RMBC | Land & Garage Rent | DD | 19.46 |
| Cooper Typo | Villager article  | BACS | 78.00 |
| C K Finch | Gardening contract -Dec | BACS | 300.50 |
| Virgin Media | YC Mobile phone (JA) | BACS | 6.00 |
| Capita | Volunteer DBS check (Reimburse JA) | BACS | 11.89 |
| RMBC | Annual playpark inspections | BACS | 392.28 |
| CE&PS Ltd | Christmas electrics  | BACS | 1680.00 |
| Aldi | Christmas selection boxes (K Ferris) | BACS | 42.72 |
| Poundstretcher | Christmas decorations (G Smales) | BACS | 42.46 |
| Aldi | Christmas neon lights (G Smales) | BACS | 12.99 |
| Christmas Plus Ltd | Removal of stream lights  | BACS | 150.00 |
| Christmas Plus Ltd | Installation costs | BACS | 1486.80 |
| RMBC | Annual Allotment Rent (Barfield Avenue) | BACS | 260.00 |
| RMBC | Annual High Street Land Rent | BACS | 1.00 |
| Mikes Donkeys  | Donkeys Christmas event - balance | BACS | 350.00 |
| Wickes | Hall light bulbs (Reimburse S Pearson) | BACS | 3.99 |
| Chameleon | Newsletter - winter | BACS | 749.00 |
| Jaynes Face Painting | Face oaitning - christmas event | BACS | 90.00 |
| Various  | Salaries Dec | BACS | 2305.72 |
| HMRC | NICs & IT- Dec | BACS | 389.99 |
| **TOTAL** |  |   | **9317.09** |