**Whiston Parish Council**

**Minutes of the Meeting held on Monday 16th March 2020 at 6.30 pm at Whiston Parish Hall.**

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

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

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| **200/19**  **201/19**  **202/19**  **203/19**  **204/19**  **205/19**    **206/19**  **207/19**  **208/19**  **209/19**  **210/19**  **211/19**  **212/19**  **213/19**  **214/19**  **215/19** | **Receive Apologies and Approve Reasons for Absence**  D Dodson (family commitment)  **Resolved:** That the above reasons for absence be approved.  **To Receive Declarations of Interest (other than standing**) - None  **Public Discussion Period-** No public in attendance  **Approve the Minutes of the Parish Council Meeting -17th February 2020**  **Resolved:** That the minutes of the meeting held on the 17th February 2020 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 £30740.98 (schedule attached) together with retainer deposits of £100.00  Noted kitchen costs to date.  **Bank Reconciliations to 29th February 2020**  **Resolved**: That the bank reconciliations to 29th February be agreed.  **Budget Monitoring to February**  Members received the budget monitoring report to February  **Resolved:** That the budget monitoring be approved.  **Review & Update Bank Mandate**  Members considered the current mandate  Members resolved that the bank accounts be continued with HSBC UK Bank plc.  **Resolved:** That the bank is authorised to pay all cheques (or other instructions for payment) signed on behalf of the Council by any 2 Councillor signatories noted on the mandate.  **Resolved:** That the bank is authorised to deliver items held on behalf of the Council in safe keeping against the written receipt or instructions of the Proper Officer or RFO and accept the Proper officer/RFO to act on behalf of the Council in any other transaction with the Bank.  **Resolved:** ThatClive Davis, Tony Griffin, Nigel Tranmer Angela Harrison (RFO) and Elaine Keeling-Heane (Clerk/Proper Officer) to be the approved signatories  **Health and Safety - COVID-19/Coronavirus contingency plans**  a) Delegation of Powers to Clerk & RFO  **Resolved:** That with immediate effect the council empowers the Clerk and/or RFO to do anything expedient and necessary to ensure the continuous business of the Council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable.  b) Future meetings  **Resolved:** That remote meetings be utilised if available in due course or limited meetings in May & June with available councillors to deal with statutory matters only  c) Account/Audit  **Resolved:** That the RFO have delegated power to appoint an alternative internal auditor if required.    **User Group Presentation inc consider temporary grant for Guides fundraiser**  Presentation deferred but information provided to the members re: the provision of a one-off pop-up community café with a request for a refundable donation of £50.00.  **Resolved** That a donation of £50.00 be approved.  **Youth Club- Update**  Apologies received from J Arno.  Youth Worker Interviews to be completed this week.  **Resolved** That the Clerk have authority to approve the recommended appointment of the interview panel. Start date to be confirmed in due course.  **RMBC -Ward Councillor Report**   * Noted recent refusal of the mosque application. * Lathe Road planning application still not decided. * Flooding update   **Festival – Update**  **Resolved**: That in light of the coronavirus epidemic and government advice against large gatherings and non-essential contact the Festival be postponed until 2021  The Clerk to ensure press coverage highlighted the circumstances of the postponement. The Event Foundry to be invited to defer their project management until 2021  **Christmas Event – Consider new light installations for 2020**  Costs for a further tree to be wrapped and three new lamppost motifs to be ascertained.  **Resolved**: That a new electrical supply be installed at Sitwell triangle with Northern Powergrid fees approved in the sum of £1262 exc VAT.  Further electrical costs to be ascertained for the installation of a distribution box.  **Parish Hall inc**:   1. Bar-update and consider further quote   **Resolved:** That the Chantry Brewery quote be approved to refurbish the bar area and provide the bar service upon completion.   1. Consider signage to two elevations of Parish Hall   Noted that new signage was required for both the front and rear of the premises.  The Clerk to obtain design details/illustrations for members to consider in due course.   1. Consider additions to kitchen   **Resolved**: All additions agreed  (Noted in light of government advice to avoid non-essential contact to slow Covid-19 infection rates, the Parish Hall to be closed from Wednesday 18th March until further notice). |
| **216/19**  **217/19**  **218/19**  **219/19**  **220/19**  **221/19**  **222/19**  **223/19** | **Environment**  a) Consider renovation of area to bottom of the green  Clerk to obtain quotes for painting of the bridge & adjacent railings and renovation of the area including new seating and restoration of current seating.  b) Consider new garden contractor  In light of recent developments Cllr Yarlett to approach the existing gardener to seek an extension of the contract.  **Memorial- Consider funding for renovation of war memorial**  Survey currently required by the Church to assess costs. (Grant funding suggested). Cllr Stevenson to liaise with the churchwarden  **Garage Lease/1st Registration of Green spaces – Update**  a) Approve Legal costs for first registration  **Resolved**: That legal costs and disbursements in the sum of £5,574.80 inc VAT be approved for first registration of all council assets.  b) Consider formal lease for existing garage.  **Resolved** That Parker Rhodes be approached for a quote for a new draft lease.  **Flooding- Update**  Noted recent discussions with the Environment Agency (EA) with no capital funding currently allocated for flood defences to match fund against. The EA was waiting for a decision on relief funding from Sheffield City Region before reviewing it further.  **Correspondence – Consider donation of Easter egg for Mayor’s Easter egg charity raffle**  **Resolved:** That an Egg be supplied should the event proceed**.**  Cllr Griffin to supply and deliver if required.    **Items for Future Agenda**  No agreed matters at this stage – members to review as coronavirus developments arise  **Planning Applications**  **RB2020/0167** - 55 Pleasley Road Whiston - Erection of open fronted detached garage  **RB2020/0370** - 33 Saville Road Whiston - Demolition of existing conservatory and erection  of single storey rear extension  ***No adverse comment to the above applications***  **Planning Determinations**  **RB2019/1928** - 38 Whiston Vale Whiston - Demolition of existing conservatory and erection of first floor front and first floor rear extensions – ***Granted***  **RB2020/0065** - 69 Reresby Crescent Whiston - Demolition of existing garage and erection  of two storey side and single storey front, side/rear extensions – ***Granted***  **RB2020/0044** - 7 Hunger Hill Road Whiston - Two storey side, two storey and single storey rear and single storey front extensions – ***Granted***  **RB2019/1511** - 41 Whiston Vale Whiston - Demolition of existing conservatory and  erection of single storey rear extension - ***Granted***  **RB2020/0070** - 254 East Bawtry Road Whiston - Demolition of side extension and erection of two storey & single storey side extension - ***Granted***    There being no other business the meeting was closed at 8.15pm    Signed…………………………………………………  Dated ……………………………………………….. |

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| **PAYEE** | **ACCOUNT** |  | **TOTAL** |
| British Gas | Hall electricity | DD | 123.21 |
| O2 | Mobile phone | DD | 17.04 |
| RMBC | Land & Garage Rent | DD | 19.46 |
| Cooper Typo | Villager article | BACS | 78.00 |
| Virgin Media | YC Mobile phone (JA) | BACS | 6.00 |
| South Anston Fire Extinguishers | Hall repairs - emergency lighting | BACS | 88.19 |
| IDL Engineering Ltd | Kitchen refurbishment- balance | BACS | 26772.64 |
| IDL Engineering Ltd | Additional kitchen bench | BACS | 90.72 |
| IDL Engineering Ltd | Kitchen trolley | BACS | 205.50 |
| Speedy Shoe Service | Replacement keys (Reimburse SP) | BACS | 9.50 |
| RMBC | Quarterly allotment rent | BACS | 9.38 |
| RMBC | Quarterly ground maintenance | BACS | 360.46 |
| IDL Engineering Ltd | Heat detection equipment | BACS | 162.00 |
| E Stevenson | Relief cleaning | BACS | 225.00 |
| Various | Salaries March | BACS | 2196.69 |
| HMRC | NICs & IT- Mar | BACS | 377.19 |
| **TOTAL** |  |  | **30740.98** |