**Whiston Parish Council**

**Minutes of the Annual Meeting held on Monday 20th September 2021 at 6.30 pm at Whiston Parish Hall.**

**Present:** C. Taylor, K. Ferris, E. Reynard, R. Gaffney, G. Smales, H. Rashid.

**In Attendance:** E. Keeling Heane-Clerk to the Council, A, Harrison- RFO. 1 ward councillors

2 members of the public (former staff).

The former staff were thanked for their many years of service prior to their recent retirement and a small gift provided to them as gratitude for their dedication.

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| **079/21**  **080/21**  **081/21**  **082/21**  **083/21**  **084/21**  **085/21**  **086/21**  **087/21**  **088/21**  **089/21**  **090/21**  **091/21** | Receive Apologies and Approve Reasons for Absence  T Stevenson, T. Griffin, (away). C. Fry (late arrival expected – work commitments).  **Resolved:** That the reasons for absence be approved  To Receive Declarations of Interest (other than standing)  None  15 Minute Public Discussion Period  No additional public in attendance.  Approve the Minutes of the Parish Council Meeting -19th July & 23rd August 2021.  **Resolved**: That the minutes of the meeting held on the 19th July2021 & 23rd August 2021 be approved as a true and accurate record.  Matters Arising from the Minutes  RMBC Report- Speed monitoring update but no monitoring yet on Worrygoose Lane  Approve the Monthly Accounts  **Resolved:** That the monthly accounts be approved (schedule attached) and £350.00 in retainer returns.  Receive Bank Reconciliations to 31st August 2021  **Resolved:** That the bank reconciliations to 31st August 2021 be agreed.  Approve Budget Monitoring to August  Members approved the budget monitoring report.  Conclusion of August – S3 Report  Members received the External auditor report and noted that there were no matters to bring to the attention of members. The RFO advised that the relevant conclusion of audit notices had been published.  Health and Safety  No matters to report  Youth Club   1. Approve appointment of Junior Youth Worker   Noted recent applicants /interviews  **Resolved:** That Caitlin Few be appointed at the Junior Youth Worker.  (Noted First aid training for youth club staff to be arranged by the Clerk under delegated powers- £25 per person)  b) Approve grant application to Universal Youth Work Fund  Details/purpose of the grant discussed.  **Resolved**: That the application for funding be approved.  Noted Junior and Senior clubs now operating again.  RMBC - Ward Councillor Report  Current grant funding available noted. (Improvements to town/village centres).  Pride of Whiston- Consider Pride of Whiston Award to residents  DEFERRED due to the absence of C Fry. |
| **092/21**  **093/21**  **094/21**  **095/21**  **096/21**  **097/21**  **098/21**  **099/21**  **100/21**  **101/21**  **102/21**  **103/21** | Social Media Review  All Council representations to go through the Clerk to ensure statements were accurate etc. Noted recent misinformation regarding use of the toilet block.    Parish Hall   1. Consider new furniture to rear of building   Quotes for commercial quality seating to be sourced by the Clerk.   1. Consider quote for signage to front of building   **Resolved:** That the sign be approved – wording to be Whiston Parish Hall.   1. Consider options regarding entrance/keys for hirers   Members considered the other quotes obtained.  **Resolved**: That the Able quote be approved in the sum of £229.00   1. Consider amendments to hall hire agreement   **Resolved**: Members agreed that a revised agreement be approved to give full reasons for any deposit to be forfeited  **Resolved:** £100 deposit for weekend/evening (Friday/Saturday) with 30 mins allowed for set-up and clear away.  **Resolved:** That the contractor fees and user fees be at time and a half for bank holidays (Hall not to be available on Christmas Day and New Year’s Day).  Fees for Prostate Cancer group agreed for 12 months.  e) Consider use of virtual tour video for website and hirers.  **Resolved:** That a video be approved up to £600.  Brook Street – Consider Parking Plan Options including renting/selling.  **Resolved**: That two sites be developed for resident parking subject to relevant planning being acquired and costs being established. Grant funding also to be reviewed.  **Resolved**: That any spaces developed be rented (both sites).  Environment   1. Consider possible solutions to dog fouling on bridleway – Doles Lane.   Noted problems but additional bins unlikely to necessarily resolve the problem. The Ward Councillor would look into this.   1. Consider electric vehicle charging points to hall car park or alternative areas   Cllr C. Fry to investigate any available grants.   1. Consider additional recycling stations around parish.   **DEFERRED** with members to look at potential village locations prior to the October meeting.   1. Village centre seating – update   RMBC towns funding/criteria to be considered/reviewed.  **Resolved:** That subject to meeting the relevant criteria grant funding be sought.  e) Consider adding Manorial barn planting to annual contract.  **Resolved:** That the borders not be added to the grounds maintenance schedule.  Christmas Event -Update  No further update but a schedule had been received from The Event Foundry. Grotto options currently under review. Santa and Ice rink arranged.  Collaborations with local public houses noted.  Cowrakes - Consider request from provider to hold a family fun fair on the ground  **Resolved:** That the request for a fun fair be declined.    Allotments – consider current situation regarding rent  **Resolved:** Formal letter regarding payment be forwarded to the society  Remembrance Day Update  Current plans noted. Pie n peas and bar arranged. Entertainer to be arranged.    Correspondence - Consider resident correspondence re: Waterloo Well  Members expressed some sympathy for the resident, however the current property owner had previously indicated that they did consider the well was rightly registered within their property. Members agreed that they would not look to incur taxpayers funds including staffing resources and possibly legal costs investigating or pursuing a potential ownership dispute in this matter. It was understood at no time was the said Well a Council asset    Items for Future Agenda  Land - donation  Sign alteration – Parish Hall  Flooding  Alma Row Land  Pride of Whiston Award  Whiston Meadow    Planning Applications  **RB2021/1423** - 37 Sandringham Avenue - Single storey front extension  **RB2021/1474** - 39 Sandringham Avenue - Single storey front extension  **RB2021/1024** - Land to rear of 12 Moorlands Crescent - Discharge of conditions 03, 07 & 09 imposed by RB2021/0017  **RB2021/155**8 - 188 East Bawtry Road - Single storey side extension  **RB2021/1600** - 24 Reresby Road - Single storey front & side extension, conversion & extension of loft to create rooms in roof space with Juliette balcony to rear  **RB2021/1628** - 9 Lathe Road - Conservatory to rear  **RB2021/0603** - Public conveniences High Street Whiston - Change of Use to community facility for the principle use of the local community (Use Class F2b) including minor construction and refurbishment along with associated external works & amenity  **RB2021/1661** - White Mires York Lane - Single storey extension  **RB2021/1658/1691** - 6 Hollowgate - Application to undertake works to a tree within Whiston conservation area  **RB2021/1696** - Sitwell Arms Pleasley Road Whiston - Application to undertake works to a tree(s) protected by TPO No. (No.1) 1976    Planning Determinations  **RB2021/0924** - Lychgate Hall School Hill - Conversion and roof extension to existing attached garage to create ancillary accommodation and form rooms in the roofspace - Granted  **RB2021/1276** - Dale House, 38 The Green - Application to undertake works to a tree(s) within Whiston Conservation Area – No objections  **RB2021/0760** - 1 Cotswold Crescent - Single storey side and rear extension with rooms  in roof space and rear dormer window – Granted  **RB2021/1408** - 89 Moorhouse Lane - Proposed loft conversion with raised eaves and  ridge height and single storey side extension with replacement roof over existing- Granted  **RB2021/1423** - 37 Sandringham Avenue - Single storey front extension – Granted  **RB2021/1474** - 39 Sandringham Avenue - Single storey front extension - Granted  There being no other business the meeting was closed at 8.30pm  Signed…………………………………………………  Dated ……………………………………………….. |
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| **PAYEE** | **ACCOUNT** |  | **TOTAL** |
| BT | Quarterly Broadband- hall | DD | 120.13 |
| E Reynard | Reimburse retirement gifts | BACS | 156.98 |
| O2 | Mobile phone | DD | 26.51 |
| C Fairfax | Refund - Hall fee event cancellation | BACS | 50.00 |
| EON | Triangle electricity | DD | 9.77 |
| RMBC | Land & Garage Rent | DD | 27.05 |
| Virgin Media | YC Mobile phone (JA) | BACS | 6.00 |
| M. Middleton | Gardening tender - monthly | BACS | 400.00 |
| M. Middleton | Hanging basket maintenance | BACS | 200.00 |
| British Gas | Hall - electricity | DD | 81.71 |
| British Gas | Hall - gas | DD | 2.29 |
| E Keeling Heane | Reimburse staff gift card | BACS | 100.00 |
| Various | Salary August | BACS | 2853.03 |
| HMRC | NICs & IT- August | BACS | 686.63 |
| PKF Littlejohn LLP | External Audit fee | BACS | 480.00 |
| O2 | Mobile phone | DD | 24.00 |
| A Marshall | Ice rink deposit | BACS | 160.00 |
| Decathlon BRB | Youth club equipment (sport) | BACS | 40.91 |
| Anna Richards | Website | BACS | 85.00 |
| Chic Cleaning Service Ltd | Cleaning products | BACS | 126.28 |
| Chic Cleaning Service Ltd | Cleaning/caretaking services | BACS | 1124.56 |
| Christmas Plus | Large tree lights | BACS | 937.20 |
| British Gas | Boiler repairs | BACS | 482.77 |
| EON | Triangle electricity | DD | 9.77 |
| RMBC | Land & Garage Rent | DD | 27.05 |
| Virgin Media | YC Mobile phone (JA) | BACS | 6.00 |
| M. Middleton | Gardening tender - monthly | BACS | 400.00 |
| M Middleton | Hanging basket maintenance | BACS | 200.00 |
| M Middleton | Barn maintenance | BACS | 800.00 |
| M Middleton | Cowrakes bin maintenance | BACS | 75.00 |
| Rymans | Stationery (Reimburse EKH) | BACS | 10.95 |
| Timpson’s | Additional hall keys (EKH) | BACS | 14.00 |
| British Gas | Gas bill - hall | DD | 4.18 |
| British Gas | Electricity - hall | DD | 106.48 |
| Various | Salary Sept | BACS | 1415.38 |
| HMRC | NICs & IT- Sept | BACS | 267.03 |
| **TOTAL** |  |  | **11516.66** |