**Whiston Parish Council**

**Minutes of the Annual Meeting held on Monday 16th May 2022 at 6.30 pm at Whiston Parish Hall.**

**Present: -** T. Griffin, C. Taylor, C. Fry, T. Stevenson, G. Smales, H. Rashid, E. Reynard

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

Neighbourhood Liaison Officer

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| **001/22**  **002/22**  **003/22**  **004/22**  **005/22**  **006/22**  **007/22**  **008/22**  **009/22**  **010/22**  **011/22**  **012/22**  **013/22**  **014/22** | **Appoint A Chairman for the Ensuing Year**  In the absence of the former chairman, the Vice-Chairman, Colin Taylor, opened the meeting and sought nominations for Chairman.  **Resolved**: That Cllr T. Stevenson be appointed Chairman for the ensuing year.  **Declaration of Acceptance of Office**  The Chairman signed the declaration of acceptance of office in the presence of the proper officer (Clerk).  **Receive Apologies and Approve Reasons for Absence**  Cllr. R.Gaffney (on holiday)  **Resolved:** That the above reasons for absence be approved  **To Receive Declarations of Interest (other than standing)**  None  **Appoint a Vice-Chairman for the Ensuing Year**  **Resolved**: That Cllr C. Taylor be appointed vice-chairman for the ensuing year.  **Public Discussion Period**  RMBC Neighbourhood Liaison Officer advised that a new Joint Working Agreement had now been completed and that Council Network Meetings were again taking place with all Councillors welcome to attend.  Problems with collection of waste bins at Cowrakes Park and the allotments also discussed, with the Neighbourhood Liaison Officer to investigate.  **Approve the Minutes of the Parish Council Meeting - 25th April 2022.**  **Resolved:** That the minutes of the meeting held on the 25th April 2022 be approved as a true and accurate record.  **Matters Arising from the Minutes**  Clarification given on how Rotherfed will be contacting local groups and confirmation of logistics/dates agreed for installation of Jubilee decorations  **Approve the Monthly Accounts**  **Resolved:** That the monthly accounts be approved (schedule attached).  **Bank Reconciliation to 30th April 2022**  **Resolved:** That the bank reconciliations to 30th April 2022 be agreed. Clarification given by RFO on unpresented return deposit cheques.  **Budget Monitoring to April**  Members received the budget monitoring report to April.  **Annual Accounts for Year ended 31st March 2022 and note Internal Auditors Report (S3)**  Members received the Internal Auditor report within the Annual Return and there were no matters to bring to their attention.  **Resolved:** That the Annual Accounts to 31st March 2022 be approved.  **Approve AGAR – annual return 2021-2022 (Governance Statement)**  **Resolved:** That Section 1 of the Annual Return (AGAR) to 31st March 2022 be approved  **Approve AGAR – annual return 2021-2022 Section 2 (Accounting Statements)**  **Resolved:** That Section 2 of the Annual Return (AGAR) to 31st March 2022 be approved |
| **015/22**  **016/22**  **017/22**  **018/22**  **019/22**  **020/22**  **021/22**  **022/22**  **023/22**  **024/22**  **025/22** | **Health and Safety – Approve quote for fire alarm maintenance**  Resolved: That the quote be approved to bring the Parish Hall fire alarm system up to British Standards.  **RMBC Report**  Cllr. E. Reynard advised that she had attended the recent flood meeting with RMBC as Cllr. A. Griffin was unavailable.  Cllr. Griffin to attend a further meeting next week.  Date for the proposed clean-up of sections of the brook still awaited from the EA.  **Consider council representative on outside bodies.**  YLCA - Appointment to be considered as required.  Town and Parish Council Joint Working Group – All Councillors to attend meetings as and when desired.  Friends of Ulley Country Park – Cllr. G. Smales and Cllr. R. Gaffney  **Summer Event – Update and approve costs to date**  Update received from the working group. Some concern expressed over lack of family area and some live music still awaiting confirmation.  **Resolved:** To approve costs to date    **Environment - Update on condition of village signage/plaques**  Councillors having now inspected the signage/plaques around the village, it was felt that all were in acceptable condition with the exception of signage at “The Pound”.  **Resolved:** To undertake maintenance works to signage at “The Pound”. Cllr. Stevenson to make enquiries.  **Rent Arrears – Update and consider further action**  Further to Cllr. Stevenson’s meeting with the relevant parties, it was felt that further discussions were needed with RMBC to establish what agreements were in place and how this had changed since Rotherham Allotment Alliance had become involved. Neighbourhood Liaison Officer to make investigations and Clerk to chase existing contact for progress update.  **Correspondence – Consider sponsorship of Natter for Jubilee event**  Councillors considered sponsorship of this local non-profit group and their lack of regular funding.  **Resolved:** That Natter group would receive £50 sponsorship from the Parish Council to allow attendees a sweet treat/commemorative gift, and that permission would be granted for a small shrub to be planted in the Parish Hall carpark to mark the occasion. Clerk to approve choice of shrub.  Councillors also advised of reports from residents regarding the pruning of a tree and various suggestions for use/name of the toilet block.  **Items for Future Agenda**  Operation London Bridge – consider policy  Christmas – Establish a working group and approve quote for animal farm  Toilet Block – Consider further development  **Planning Applications**  **RB2022/0642** - 56 Sandringham Avenue Whiston - Single storey front extension  **RB2022/0675** - 22 Rhodes Drive Whiston - Two storey side and rear and single storey rear extension  **RB2022/0646** - Old Wildfell York Lane Morthen - Demolition of existing dwelling and southern outbuilding and erection of a replacement dwelling with associated ground source heating system  **RB2022/0704** - 188 East Bawtry Road Whiston - Single storey side extension  **No adverse comment to the above applications**  **Planning Determinations**  **RB2022/0398** - 40 Lathe Road Whiston - Demolition of existing conservatory & erection of a single storey rear extension – **Granted**  **RB2022/0365** - 27 Hill Side Whiston - Application to undertake works to a tree(s) within Whiston Conservation Area – **No Objections**  **Planning Appeals**  **RB2022/0317** - 11 Moorhouse Lane Whiston - Erection of single detached garage with new front boundary wall & gates  **No adverse comment to the above appeals**  There being no other business the meeting was closed at 8.35pm  Signed…………………………………………………  Dated ……………………………………………….. |

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| **PAYEE** | **ACCOUNT** |  | **TOTAL** |
| Salaries | Salary April | BACS | 1898.51 |
| HMRC | NICs & IT- April | BACS | 332.63 |
| Chic Cleaning | Cleaning/caretaking | BACS | 2327.95 |
| O2 | Mobile phone | DD | 26.81 |
| BT | Quarterly broadband/phone | DD | 136.01 |
| Jump Inc | Youth Club - visit fees | BACS | 195.00 |
| Local Toilet Hire Ltd | Portaloos - Whiston festival | BACS | 636.00 |
| RMBC | Land & Garage rent | DD | 28.09 |
| AS Audit Services | Internal Audit Fees | BACS | 225.00 |
| RMBC | Annual Premises licence fee- Hall | BACS | 70.00 |
| The Sign Workshop | Jubilee banners | BACS | 114.00 |
| South Anston Fire Extinguishers | Bi annual fire alarm service | BACS | 132.00 |
| Microsoft | Microsoft 360 subscription | BACS | 75.60 |
| CPOMS | Annual licence | BACS | 450.00 |
| M. Middleton | Gardening tender - monthly Apr | BACS | 400.00 |
| M Middleton | Gardening tender - bins Apr | BACS | 75.00 |
| M Middleton | Cowrakes bench repair | BACS | 150.00 |
| Virgin Media | YC Mobile phone (JA) | BACS | 6.09 |
| Chic Cleaning | Deep clean | BACS | 234.00 |
| Wilko | Stationery (Reimbure EKH) | BACS | 10.50 |
| PHS Group | Sanitory Disposal- May-Nov 22 | BACS | 436.21 |
| British Gas | Gas bill - Hall | DD | 106.00 |
| British Gas | Electricity bill - Hall | DD | 121.55 |
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| **TOTAL** |  |  | **8186.95** |

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