

Whiston Parish Council

Minutes of the Council Meeting held on Monday 16th January 2023 at 6.30 pm at Whiston Parish Hall.

Present: Councillors Tim Stevenson, (Chair) and Clive Davis, Deborah Davis, David Greenslade, Haroon Rashid, Elaine Reynard, Genaya Smales and Colin Taylor.

In Attendance: Simon Oldham - Clerk to the Council, Jordan Arno- Youth Club Manager and Ward Councillor David Fisher.

- 135/22** Receive Apologies and Approve Reasons for Absence
A.Griffin (other commitments)
Resolved: That the above reasons for absence be approved.
- 136/22** To consider any motion to vary the order of business (if any)
Resolved : to bring forward agenda item 12 “Youth Club update” and item 19 “Request for replacement of Parish Council laptop”, to be taken immediately following item 4 “Public discussion period”.
- 137/22** To Receive Declarations of Interest (other than standing)
None.
- 138/22** 15 Minute Public Discussion Period - No matters raised
- 139/22** Youth Club Update
To note the Youth Club Manager’s update informing that :-
- Attendee numbers were exceptionally strong with 50 registered and 40-45 regularly attending
 - A new volunteer person was now being sought
 - A walkabout in Whiston was to be conducted on Friday evening 3/2/23 to see if there was anybody out there and to spread the word re the youth club accessibility for young people
 - Kiveton PC were attending this coming Thursday’s Club to view the set-up to help inform their own plans
 - The in-store Tesco Bags of Help bid was now open for voting in-store and was looking very encouraging re the assistance in support of the mental health specialism.
- 140/22** Request for replacement of Parish Council laptop
Resolved: that approval be given for the Clerk to acquire a new Dell laptop on the basis of the quotation presented in the sum of £604.78 inclusive of Vat together with a 3 year subscription to Sophos anti-virus package to ensure total protection.
- 141/22** Approve the Minutes of the Parish Council Meeting – 6th December, 2022
Resolved: that the minutes of the meeting held on 6th December, 2022 be approved as a true and accurate record.
- 142/22** Approve the Monthly Accounts – January 2023
Resolved: That the accounts for January 2023 be approved together with £350.00 in retainer returns.
- 143/22** Receive Bank Reconciliations to December 2022
Resolved: That the bank reconciliations to December 2022 be agreed.
- 144/22** Approve Budget Monitoring to December 2022
Members received the budget monitoring report.

- 145/22** Review of HSBC Bank mandate/authorised signatories
Resolved: that the Clerk be asked to seek a revised bank mandate with a view to removing existing signatories Councillor Tony Griffin, ex-Councillor Kerry Ferris and former Parish Clerk Elaine Keeling-Heane and to be replaced with the addition of the Chair, Councillor Tim Stevenson and the new Clerk Simon Oldham.
- 146/22** Health & Safety
Resolved: (1) to explore the scope to procure an additional defibrillator with a view enquiring with the Chemist on High Street whether they would be amenable to locating it on their outside wall and (2) a quotation be sought from Carl Arnold with a view to refreshing the line markings for the disabled parking space outside the entrance of the Parish Hall.
- 147/22** RMBC - ward councillor report
 To note the following update:-
 - Telecoms mast along Long Lane was to be renewed
 - Residents complaints of car parking concerns re cars parking on Springers Lane
 - Another footpath to be cut in from the Meadows from the bridge and requiring a wooden gate
 - To request a new Street light being deployed on Flat Lane which was extremely dark at present
 - Barfield Allotments – update expected following a Ward meeting on Wednesday
 - Another clean-up day to be organised near Worrygoose Lane possibly early March where fly-tipping had been deposited on the blind bend.
- 148/22** Manorial Barn – to arrange an inspection visit
Resolved: that the Clerk be asked to locate the existing lease agreement with Orchard Grove with a view to reviewing its provisions at the next meeting followed by arranging an inspection visit shortly thereafter.
- 149/22** Parish Hall – to consider funding a new storage area for community group
Resolved: that approval be given to fund the proposed new storage unit subject to receipt of a joiner's quotation at a reasonable cost and for the work to be carried out so as to be in keeping with the hall as it stands and not to be unsightly.
- 150/22** Newsletter - Consider review of delivery process & update of mailing list
Resolved: that the Clerk to request from Chameleon further details of their newsletter mailing list/areas delivered to and methodology for further review at the next meeting to enable any appropriate revisions in time for the next edition in late Spring.
- 151/22** Staffing
 a) Consider scope/process for recruitment of a new staff member for community kitchen
Resolved: to keep this matter in abeyance for further consideration by a Sb-Group in the Autumn re scope for a volunteering type set-up perhaps for the provision of a Warm space scheme and supply of soup & rolls. ready for next Winter 2023/24.

 b) Consider scope/process for recruitment of a new staff member for event management
Resolved: to note the reporting by Councillor Clive Davis of a meeting he had planned with the Events Manager at Sheffield Hallam University and the potential scope for working with them to procure a placement person capable of coordinating events locally in the Village and that he would update the Council further on this matter in due course.
- 152/22** Environment - Consider updated quote for village bench.

Resolved: to note and accept the updated indicative quote for a half tree bench from Ogilvie Ltd at £1,885+VAT +Delivery and a finalised quote be pursued and progressed for a full circular bench after submitting more precise dimensions re its diameter.

153/22

MEMBERS ITEMS –

a) Summer Festival - confirming date & venue (Sun 2nd July at Cricket Fields), consultation with residents re. items they may wish to see included including appeal to join organising group in coordinating the event & any ideas from Members, update re. contact with Whiston PC and CISWO. TTT Entertainment engagement enquiry.

Resolved: that (1) agreement be given to trial this years' Summer Festival being held in the grounds of Whiston Parish Church Cricket Club and CISWO premises on Sunday 2nd July and to be led by the Parish Council as event organiser's and involving a committee made up of willing volunteers; (2) the Clerk to confirm these arrangements in writing to the Chairman of the Cricket Club and (3) to note that Councillors Clive Davis, Deborah Davis, David Greenslade, Colin Taylor, Elaine Reynard and Haroon Rashid volunteered their availability to participate as part of a Volunteer Organising Committee to also include willing local participants.

b) Potential other events that may take place in Parish Hall/Parish during the year - Coronation, Whiston's Got Talent, Battle of the Bands, Valentines etc

Resolved: to note that this was being considered/.progressed as reported under minute number 151/22(b) above.

c) Diary of meetings for planning group

Resolved: to note that this would considered/progressed further by the Volunteer Organising Committee.

d) Enquiries re. appointment of member of staff - Event Planner - SHU - other ideas

Resolved: to note that this was being considered/progressed as reported under minute number 151/22(b) above.

e) Christmas lights debrief and plan for 2023

Resolved: to note the initial feedback from Members reported at the meeting and the Clerk be asked to arrange a de-brief meeting with Christmas Plus within the next 2/3 weeks with a view to discussing matters in more detail to help inform our requirements and preparations for Christmas 2023. The Chair and Councillors Clive Davis and Elaine Reynard indicated their willingness to attend this meeting and provide their feedback re 2022.

f) To consider Parish Hall kitchen equipment upgrade quotation

Resolved: to accept the quotation from Russum's in the sum of £297.49 ex-VAT for the supply of additional kitchen equipment/utensil's and approval be given to proceed.

154/22

Correspondence - RMBC consultation on School Term dates for 2024/25

Resolved: that support be given to the proposed term dates with a fixed Easter holiday period and the Clerk be asked to respond accordingly to this consultation.

155/22

Items for future agenda

Flooding – consultation responses

New noticeboard

Review of arrangements for provision of I-Pads to Members & requirements.

156/22Planning Applications**RB2022/1782** - Land Between Church Hill/ Alma Row Whiston - Application to undertake works to a tree(s) protected by RMBC TPO No. 2 2022**RB2022/1781** - Land between Church Hill/Alma Row Whiston - Application to undertake works to a tree(s) within Whiston conservation area**RB2022/1848** - 54 Reresby Crescent Whiston, Two storey side & single store rear extension**No adverse comments to the above applications****157/22**Planning Determinations – agreed to note the following :-RB2022/1261 - 10 Cotswold Crescent Whiston - Two storey side and single storey front & rear extension – **granted**RB2022/1515 - 19 High Street Whiston , Application to undertake works to a tree(s) – **granted**RB2022/0904 - 3 Moorhouse Lane Whiston, Two storey rear extension, creation of room in roof space with rear dormer window, balcony to rear and erection of detach outbuilding – **granted**RB2022/1533 - Brinsworth & Whiston Medical Centre Hunger Hill Lane Whiston, Extending the existing ground floor accommodation to provide first floor accommodation on the same foot print and assoc add parking – **granted**RB2022/0451 - Five Acres, Upper Whiston Lane Upper, Whiston, Demolition of outbuilding and erection of two storey and single storey rear extensions and balcony - **granted**

There being no other business the meeting was closed at 9.10pm

Signed.....

Dated

PAYEE	ACCOUNT	TOTAL
TTT Entertainment Solutions	Christmas Event - Stage/PA system	580.00
Anna Richards	Website/email support	40.00
RAD Eco Systems Ltd	Boiler service and repairs	354.00
TTT Entertainment Solutions	Christmas Event - Hall disco DJ	185.00
RAD Eco Systems Ltd	Hall - Heating programmer replacement	168.00
HSBC	Monthly bank charges	23.00
Staff Salaries	December	2077.03
HMRC	Tax & NICs Dec	270.32
Chic Cleaning	Cleaning/caretaking Dec	2507.48
Chic Cleaning	Cleaning supplies	150.19

Landscape Research Ltd	Brook Street land - Tree survey	720.00
O2	Mobile phone	26.81
EDF	Hall electricity	607.00
RMBC	Land & garage rent	28.09
A Harrison	Reimburse flowers - former clerk	50.00
Microsoft	Storage subscription (reimburse Clerk)	19.99
Mark Middleton	Gardening contract & litter picking cowrakes	466.70
Microsoft	Microsoft 360 subscription	99.90
Virgin	Youth Club - phone (reimburse JA)	6.80
RMBC	Barfeld allotments- quarterly rent	9.38
Christmas Plus	Dismantle fee	815.40
Information Commissioner	Annual Data Protection fee	35.00
TOTAL		9240.09