

Whiston Parish Council

Minutes of the Council Meeting held on Monday 20th February 2023 at 6.30 pm at Whiston Parish Hall.

Present: Councillors Tim Stevenson, (Chair) and Clive Davis, Deborah Davis, David Greenslade, Tony Griffin, Haroon Rashid, and Colin Taylor.

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

158/22 Receive Apologies and Approve Reasons for Absence

Elaine Reynard (illness) and Genaya Smales (other commitments).

RESOLVED : That the above reasons for absence be approved.

159/22 To consider any motion to vary the order of business (if any)

RESOLVED : to bring forward items 7(c) "Youth Club update" and 9(a) "To consider Members requirements/use of I-Pads in support of WPC business" to be considered immediately before item 4, the Public discussion period.

160/22 Youth Club update

RESOLVED : to note the following update from Jordan Arno :-

- Youth numbers attending were at maximum capacity – roughly 50 Seniors and 25 Juniors
- Looking at Cat-fishing, being the process of talking to one-another online and creating a greater awareness from a safety perspective
- The PCSO had visited the Club last week and he was due to meet with the Lead of "Family Works" who provide support services/advice to families who were struggling financially
- Tesco Bags of Help grant – just received notification of the award of £1k and would be looking at best use of these monies shortly
- Existing Youth Worker- Caitlin was sadly leaving us at the end of March to take up an Apprenticeship. AGREED that Jordan be given authority now to advertise for her replacement and the selection process/panel be determined at next months' PC meeting

161/22 To consider Members requirements/use of I-Pads in support of WPC business

RESOLVED: (1) to note that the existing I-Pads previously issued to Members were now obsolete and Jordan Arno be asked to explore competitive quotes for a form of tablet replacements for consideration at the next meeting and (2) Jordan to offer a training session for any interested Member on use of IT equipment/IT kit prior to the next meeting on 20/3/23 at 5.30-6.30pm.

162/22 To receive declarations of interest - None

163/22 15 Minute public discussion period – None present

164/22 To approve the minutes of the Parish Council meeting – 16th January 2023

RESOLVED: to approve the minutes as a true record subject to revision of Minute 147/22, second bullet point to read “Residents complaints of car parking concerns re cars parking on Stringers Croft “, not Springers Lane.

165/22 To approve the monthly accounts - February 2023

RESOLVED : (1) to approve the monthly accounts and (2) to accept the quotation from Plaken joinery for the creation of a new store-cupboard on entry to the Ladies toilets in the Parish Hall.

166/22 To receive the bank reconciliation @ 31st January 2023

RESOLVED : to note the bank reconciliation @ 31st January, 2023.

167/22 To receive budget monitoring statement @ 31st January 2023

RESOLVED: to note the report of the items slightly over budget at this point in the financial year but within the context of the budget generally being on track overall.

168/22 Annual internal audit for 2022/23

RESOLVED : to accept the RFO's advice to commission last years' Internal Auditor to carry out the function once again for the current 2022/23 year.

169/22 Review of the effectiveness of internal controls

RESOLVED : (1) to note and accept the existing financial information presented on a monthly basis and (2) going forwards that the RFO to assist a designated Cllr to review the financial records in more depth on a quarterly basis and for this process to be rotated for further Cllr nominees to carry out this check in subsequent quarters thereafter.

170/22 HSBC mandate to revise WPC authorised signatories

RESOLVED: to note the reporting by the Clerk of the existing authorised signatories as advised by HSBC and that an appointment be arranged for himself as well as Cllrs Tim Stevenson, Elaine Reynard and Colin Taylor to be added as new signatories and to remove all other former Cllr signatories and Clerk, to attend in Branch (if required) to provide supporting ID.

171/22 Health & Safety – (i) quotation for refreshing disabled parking bay line markings outside Parish Hall entrance; RESOLVED: to accept the quotation from MMG to replace the existing markings with thermoplastic symbols and lines ; **(ii) Scope for locating a defibrillator on the wall of the chemist shop; RESOLVED:** to note the update from the Chair that initial contact had been made with the Chemist and the owner was being pursued for his consent and in the meantime, enquiries would also be made with the adjoining shop proprietor's.

172/22 Manorial Barn – to review the lease terms/way forward and to arrange an inspection visit

RESOLVED: (1) to note the presentation by the Clerk of the existing 10-year lease of the Barn to Orchard Grove which indicated its' term expired on 31/10/21; (2) the Clerk to arrange an inspection visit by Members to view the Barn and to make enquiries with Orchard Grove of their desire or otherwise to enter into a new lease agreement with the Council going forwards and (3) the Clerk be asked to seek an updated market rental valuation from a qualified Surveyor to enable further consideration by the Council of its preferred way forward in light of (1) & (2) above.

173/22 Newsletter – to review the current distribution list and delivery methodology

RESOLVED: (1) to note the response from Chameleon re their existing mailing list and method of delivery of the bi-annual newsletter and (2) that the Clerk be asked to seek an up-to date copy of the electoral register as the basis of the distribution list for delivery going forwards in future and to seek a meeting with Chameleon in the next 6 weeks to set out our expectations in readiness for the next newsletter distribution in late May/early June.

174/22 Order placed for new Village bench & funding support from Sitwell Ward Cllrs

RESOLVED: to note that the new Village bench had been ordered and manufacture and delivery was expected in 12-16 weeks & RMBC Sitwell Ward Cllrs had kindly agreed to fund 50% of the cost.

175/22 Feedback on de-brief meeting held with Christmas Plus 2/2/23

RESOLVED: (1) to note the summary report & feedback from Christmas Plus following the meeting held on 2/2/23 and their quotation for remedial repairs to the lights on the trees adjacent to the Brook which were in need of removal and re-insertion due to the tree growth; (2) that enquiries had been made with RMBC Tree Officer re any potential forthcoming works to be carried out to these trees prior to any decision to accept /proceed with the required remedial repair work and (3) enquiries be made with the electrician that supported Wickersley PC's Christmas lights provision for a quotation for supporting Whiston's Christmas lights set-up as a comparator to Christmas-Plus service provision going forwards.

176/22 Progressing a new noticeboard and seeking RMBC consent on proposed location

RESOLVED : to note the comments of the Highway Inspector re the proposed location for siting the noticeboard and further clarification and/or a site meeting be requested for clarity on his proposed alternative siting recommendation.

177/22 Brook Street Planning application – RMBC proposed condition re Arboricultural method statement

RESOLVED : to note and accept the Planning Officer's indication that Planning consent would be issued imminently subject to the PC's consent requiring a condition for an Arboricultural method statement to be submitted pre-commencement of the works by the appointed contractor with a view to protection of the trees/hedgerow for the trees in the immediate vicinity of the proposed car parking bay.

178/22 Cornerstone – proposed base station (mobile communications) upgrade – Long Lane, S60 5QZ

RESOLVED: to note and accept the communication from Cornerstone and the pending Planning application submission RB2022/1888 for prior approval of the siting and appearance re: erection of replacement 17.8m high telecommunications mast and cabinets on Long Lane.

179/22 Quote for damaged seat repair – corner of Cowrakes Lane/Birchall Ave

RESOLVED : to note the quotation received but not to proceed with replacement of seating at this location.

180/22 Cowrakes recreation field – damaged litter bin and replacement request/quotation

RESOLVED : to note the reporting by the Clerk that a replacement bin had been requested from RMBC Streetpride and the update from the Ward Cllr that he had subsequently sent a follow-up request for this to be actioned at the earliest opportunity.

181/22 RMBC – Ward councillor report

RESOLVED: to note the following update from Cllr David Fisher :-

- Whiston Meadows – brick path to be erected & bikes to be diverted from using it. Ponds to be dredged either side of it. Some QR signs to be displayed to see/view the footpath route and what's on offer down there
- Barfield Allotments – its housing land & this had been passed to them to resolve the issues
- Stringers Croft was being examined further where cars were currently parking too close together
- 26/3/23 provisional date for clear-up between 8-11am at Royds Moor & East Bawtry road overgrown hedgerows to be inspected on 28/2/23 to assess what could be done
- Possible waste bin to be located on Long Lane & light column on Flat Lane to be changed & the angle at 90 degrees in an attempt to improve the volume of lighting
- Some Winter Warm packs were forthcoming 100% funded containing hats/gloves/waterbottles/blankets etc and Ward Members were open to any suggestions at where best these might be distributed
- Ward Cllr Tony Griffin reported that use of Towns Fund monies for improvements at Worrygoose roundabout were being actively considered but no firm decisions could be made until the Planning application had been determined re the new housing development and any associated impacts this may have necessitating alterations to the roundabout.

182/22 Summer Festival 2/7/23 – update on preparations

RESOLVED : (1) to note the update by Cllr Clive Davis of the preparations being made for the Festival having had two recent Organising Committee meetings; (2) to approve the following allocated spend/vendors booked :-

State/PA/Power supply - TTT Entertainment - cost £3750

Marquee - coverage for Rectory Garden and Main field inc. tables and chairs - Your Event Cover, Wentworth £2700

Event reg fee RMBC - £25 - paid by cheque

Bands for main stage, Landslide - £360, The Motion - £500, Battle of the Bands winner - £200, East Street Band - Bruce Springsteen Tribute - £1000, Oliver Harris Band/the Roy Orbison Experience - £1000, Triple Threat Theatre Academy - Thurcroft Youth Singers - £200, Jazz - swing duo - £100, the Buckshots - £100, Emily Claire West Trio - £350

Kids and Sports Zone (no deposits paid)

RUFC Community Sports Trust - 5 a side inflatable pitch + 3 staff - £200

Chris Draper Freestyle Footballer - £300

Guiding Sparks Circus Co - £400

Sparky Marky - family laughter show - £250

& (3) to approve the following fee structure for engaging prospective stalls – registered charities, nil charge, small Craft/Voluntary groups/organisations £10 and Business based groups £25.

183/22 Proposals for the recruitment and appointment of a WPC Event Planner

RESOLVED : (1) approval be given to the draft recruitment pack/documentation to look to engage an Events Planner on a one year fixed-term trial period for 10 hours per week at circa £15 per hour on NJC terms and conditions of service and this to be advertised via the Parish Council website and Sheffield Hallam University's Events Team/Alumni and the Clerk to finalise the proposed recruitment timeline and selection process and (2) the Clerk be asked to seek a quotation from the Events Foundry to pick up on preparations made thus far to deliver all aspects of preparations for the Festival including on the day, as Events Coordinator.

(Cllr Colin Taylor left the meeting at this point).

184/22 Update on proposed/potential events for 2023

RESOLVED : (1) to note the plans reported by Cllr Clive Davis for coordinating fringe events in the week leading up to the Summer Festival, including "Battle of the Bands" and a Quiz/Folk night; (2) the Christmas Lights/launch event be scheduled for Saturday 2/12/23 and TTT Entertainment be approached for their availability and quotation in respect of providing a laser light display and confirmation be issued to the Animal Farm seeking their participation on the day and (3) the Clerk to check availability and reserve both halls in the Parish hall.

185/22 Update on level of consultation responses to delivery of flooding questionnaire

RESOLVED : (1) to note the reporting by Cllr Tony Griffin that he had delivered 39 flood consultation leaflets to affected dwellings and received 12 responses; (2) to support his proposals that the remaining grant funds be spent on acquisition of kit to assist in local self-help measures i.e. to wade in to streams etc to help un-block obstacles or clean-up, spend on Freshwater Watch re a 1 year subscription for water testing kits in measuring water quality and liaison more directly with Yorkshire Water/The Environment Agency and (3) to note that Cllr Griffin intended to enquire further with the funders regarding what sorts of measures/activities our remaining grant could be utilised for.

186/22 Quote for maintenance of piece of land off Hillside, Whiston

RESOLVED : to note the quotation received and the extent of the clear-up/remedial action required but as this was not on Parish owned land, this be declined in view of the precedent this would set, regarding potential other similar requests for action/clearance elsewhere in the Village.

187/22 Request for School crossing patrol person re-instatement for Whiston Worrygoose School, to be sited at the junction of Worrygoose Lane/Cowrakes Lane/Hall Close Avenue

RESOLVED : to note the reporting by Ward Cllr Tony Griffin that this matter was being progressed directly via a request from the School to RMBC.

188/22 Correspondence/Information Items

RESOLVED : to note the following information, previously circulated by e-mail:-

1	YLCA	White Rose Bulletin 3/2/23 & Law & Governance Bulletin Feb 2023
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189/22 Items for future agenda – None proposed

190/22 Planning Applications

RESOLVED : to raise no objections in respect of :-

1	RB2023/0032	Vale Farm Morthen Hall Lane, Morthen	Application of Lawful Development Certificate re erection of Class E outbuilding comprising; Swimming pool, Gym, Cinema, Office, Spa, Changing Room and Plant.
2	RB2023/0011	37 Lathe Road Whiston	Two storey side and single storey front extension
3	RB2022/1888	land at Long Lane Whiston	Application for prior approval of the siting and appearance re: erection of replacement 17.8m high telecommunications mast and cabinets
4	RB2022/1889	Dairy Cottage Upper Whiston Lane, Upper Whiston	Alterations and rear extension to Dairy Cottage and conversion of attached cart shed to residential use
5	RB2022/1891	Dairy Cottage Upper Whiston Lane, Upper Whiston	Listed Building Consent for alterations and rear extension to Dairy Cottage and conversion of attached cart shed to residential use
6	RB2023/0107	Sitwell Cottage Morthen Hall Lane Morthen	Demolition of front conservatory, erection of front extension and porch to rear
7	RB2023/0144	The Mews Morthen Hall Lane Morthen	Discharge of condition 3 imposed, by RB2021/2148
8	RB2023/0160	Morthen Lodge Morthen Hall Lane, Morthen	Replacement of porch & conservatory and erection of detached garage with annex

191/22 Planning determinations

RESOLVED : to note the following Planning decisions :-

1	RB2022/0451	Five Acres Upper Whiston Lane Upper Whiston	Demolition of first floor extension and outbuildings and erection of two storey and single storey rear extensions and balcony - GRANTED Jan 2023
2	RB2022/1848	54 Reresby Crescent Whiston	Two storey side & single store rear extension – GRANTED Feb 2023

192/22 Date & time of next meeting - Monday 20th March, 2023 6.30pm

There being no other business the meeting was closed at 9.36pm

Signed

Dated

PAYEE	ACCOUNT	TOTAL
HSBC	Monthly bank charges (Retainer/Current)	38.81
Chameleon	Newsletter design & print	675.00
Sophos	Reimburse Clerk - anti-malware software	74.72
S Oldham	Reimburse postages	34.00
Business Stream	Water charges	148.02
Staff Salaries	Salaries - January	2077.03
HMRC	Tax & NICs Jan	537.51
Peoples Partnership	Penson Contributions	77.67
Misco Technologies Ltd	Clerk laptop	604.78
Chic Cleaning	Cleaning/caretaking Jan	2727.31
EDF	Hall -gas	607.00
RMBC	Festival licence fee	25.00
O2	Mobile phone	26.81
BT	Quarterly phone/ broadband	146.56
RMBC	Land & garage rent	28.09
EDF	Hall - electricity	502.24
Rialtas Business Solutions Ltd	Annual software support/mainteance	236.52
Mark Middleton	Garden contract inc cowrakes litter Nov/Dec	533.40
Microsoft	Microsoft 360 subscription	86.40
Virgin	Youth Club - phone (reimburse JA)	6.80

Russums & Sons Ltd	Kitchen equipment- Hall	310.68
Homesolutions 2U	Catering Kitchen tea pots (reimburse D Davis)	39.96
RMBC	Quarterly grounds maintenance - Cowrakes	383.39
North Notts Landscapes	Play park repairs	240.00
TOTAL		10167.70