

Whiston Parish Council

Minutes of the Council Meeting held on Monday 18th September 2023 at 6.30 pm at Whiston Parish Hall.

Present: Councillors, Colin Taylor (in the Chair) and Clive Davis, Deborah Davis, David Fisher, Tony Griffin, Elaine Reynard and Genaya Smales.

In Attendance: Simon Oldham - Clerk to the Council, Angela Harrison - RFO, Jordan Arno-Youth Club Manager. No members of the public present.

85/23 Receive Apologies and Approve Reasons for Absence

Cllr Tim Stevenson (Holiday).

RESOLVED : That the above reasons for absence be approved.

86/23 To consider any motion to vary the order of business (if any)

There were no variations to the order of business.

87/23 To receive declarations of interest – None.

88/23 To identify items for which the press and public may be excluded (if any) - None

89/23 15 Minute public speaking session – None present.

90/23 To approve the minutes of the Parish Council annual meeting – 17th July, 2023.

RESOLVED : To approve the minutes as a true record.

91/23 To approve the monthly accounts – September 2023

RESOLVED : To approve the monthly accounts as presented and schedule of payments as appended to these minutes.

92/23 To receive the bank reconciliation @ 31st August 2023

RESOLVED : To note the bank reconciliation @ 31st August, 2023.

93/23 To receive budget monitoring statement @ 31st August, 2023

RESOLVED: (1) To note the budget monitoring statement and (2) that an agenda item be scheduled for the next meeting to discuss identifying priorities for 2024 and aligning our budget accordingly in preparation for precept setting in December in the context of the overall level of reserves being carried forward.

94/23 Annual Governance & Accountability Return 2022/23 – Notice of conclusion of Audit & to Receive External Audit Report

RESOLVED : to note and accept the notice of conclusion of the audit including the report of the external auditor.

95/23 Youth Club update.

(1) Update on recruitment for vacant Youth Worker post.

RESOLVED : To note the feedback of the Appointments Panel and to endorse the recommendation that Emily Wood be appointed with a commencement date of 1/10/23 subject to confirmation of DBS check being completed.

- (2) Funding bid for Trauma Informed Practice Training.

RESOLVED : to approve the draft grant application to RMBC as presented.

- (3) Update on preparations for residential trip for Youth Club – Hagg Farm, Nottingham.

RESOLVED : (1) to note the proposal for the trip to be scheduled in early 2024 (provisional dates 16-18 February) and that a parents meeting would be held in the near future to provide further information on overall costings and a nominal contribution to be sought from parents and to gauge the level of interest/number of attendees and (2) the Clerk to clarify that the Zurich Insurance policy (public liability cover) fully covers the proposed residential trip.

96/23 Whiston Christmas Lights Switch On event 2/12/23 – update on preparations underway & initial scoping meeting with the Event Foundry held on 14/8/23.

RESOLVED : that (1) to note the feedback on the Kick off meeting held with the Event Foundry (TEF) on 14/8/23 including the steer given on the Working Groups outline vision for the event, the overall working budget and the project plan/spend profile set out by TEF on the preparations that were underway/actions they had taken to date; (2) based on the project plan approval be given to progress the following :-

- Grotto in the Manorial Barn (Monster Mash £300) and further enquiries be made re availability/use of their car park
 - Portaloo hire – proceed with Get Loo's £500 and enquire whether a disabled unit is included
 - Road closure/traffic management – Vocon be commissioned £748
 - Barrier hire – Fence UK at £5 each plus delivery
 - Security and First Aid – proceed with TEF recommendations
 - Stalls - Charity or local community groups – free, Craft stalls and commercials £25 & ask commercials for a donation on top of this
 - Stage - commission TTT Entertainment £980 but request a snow machine rather than a smoke machine
 - Balloon artist/modeller at £160
 - Ian's Mobile Farm – previously booked £796
 - Dinnington Colliery Brass Band at £150 & to note Rotherham Tuneless Choir had agreed to attend
 - Light switch on – TEF to make further enquiries re commissioning a local celebrity
- (4) To note the enquiries made/quotes sourced by Cllr Elaine Reynard for a variety of entertainment provision and further advice be sought on TEF recommendations and if required a Zoom meeting be set up with them for the Working Group to make informed decisions on moving preparations forward and
- (5) To note that in conjunction with Cllr David Fisher the Clerk and Chair of the Council were coordinating arrangements for replacing the timers for the lamppost Christmas illuminations.

97/23 Preparations for this years' Remembrance commemorations and prospect of display of Poppies on new WW1 bench as focal point as a memorial to the fallen.

RESOLVED : That (1) the focal point of this years' commemoration to be centred around the Village sign/WW1 bench with poppies draped over a net produced by the Church Women's Craft Group; (2) ten RBL lamppost poppies be purchased by the Clerk to be placed out around or near the centre of the Village; (3) further considerations/explorations be given to the prospect of sourcing and placing out stories of named Fallen Whiston residents at a suitable location and in a suitable form i.e. laminated sheet and (4) the Clerk and Chair to

arrange a meeting with Dennis Dodson to progress/discuss preparations re the staging of the Remembrance Sunday Veteran's/local residents event in the Parish Hall to involve catering provision for a pie and peas lunch, with quotes from likely Caterer's to be pursued by the Clerk to cater for up to 70 persons and to ascertain that the attendees were largely all from the Whiston or surrounding area. The event to be ticketed at £1 each with up to six raffle prizes awarded.

98/23 Reconsideration of the Brook Street car parking bays proposal.

RESOLVED : (1) Based on the previous quotes sourced to deliver a scheme of parking and the view that this was not good use of Parish resources for only 7 local residences in the Village, that this scheme be aborted and (2) further considerations be given at the next meeting re the future of the existing garage on site that attracted an annual rental sum.

99/23 Progressing deployment of noticeboard outside Co-op store at Worrygoose roundabout following grant of planning consent & seeking Highways S144 consent.

RESOLVED : (1) to note the update from the Clerk on recent communications with RMBC Licensing Team and that S144 Highways consent would hopefully be granted shortly and (2) subject to Highways consent the order for the noticeboard be placed and approval be given to accept the quote for its erection by Swift Groundworks and Reinstatement Ltd for £600.

100/23 To consider responses to representations to RMBC Planning & the Environment Agency re development taking place adjacent 5 Moorhouse Lane and concrete bridge erected over the Brook.

RESOLVED : To note the responses from the Environment Agency having spoken with the owner advising them of their obligations and from RMBC Planning advising that the development was actually taking place at No 3 Moorhouse Lane and was being carried out in accordance with consent under RB2022/0904.

101/23 Review of Parish Hall – Hire Agreement.

RESOLVED : To support the proposal by the Clerk to add a new provision point 3 (g) "Any significant breach of these general terms and conditions of hire, at the Parish Clerk's discretion in consultation with the Chair & Vice Chair" to be incorporated into the section reflecting the circumstances where a deposit bond would not be refunded.

102/23 Hallmaster free 3 month trial – Online booking and invoicing system for the Parish Hall facilities.

RESOLVED : To note the reporting by the Clerk of the free 3 month trial of the Hallmaster online booking and invoicing system and approval be given to acquire the package at the end of the trial for £199.

103/23 Cowrakes field/play equipment monthly inspection reports & repair quotes and to consider a medium term strategy to address the proposed recommendations and schedule remedial repairs.

RESOLVED : To note the repair quote sourced and a further two quotes be sought with a view to looking to fund the remedial repairs to upgrade the facility in the near future, funded from existing reserves as a Parish priority.

104/23 Timeline for preparation of Autumn Parish newsletter.

RESOLVED : To note the communications with Chameleon and the timeline for preparation, printing and delivery of the Parish Autumn newsletter and any newsworthy items in addition to the primary item to communicate the Christmas lights switch on event on 2/12/23 and the planned Cowrakes Play Park remedial repairs/upgrade, be submitted to the Clerk no later than 15/10/23.

105/23 Parishioner representations re growth of Himalayan Balsam in Whiston Brook.

RESOLVED : To note the letter from the local parishioner and further representations be made to the Environment Agency in this regard.

106/23 Parish Hall 1 year Gas tariff expiry November 2023 – to give authority to the Clerk to seek competitive quotes via a broker and renew.

RESOLVED : That delegated authority be given to the Clerk to engage with a broker and to secure best terms for the renewal of the Gas tariff for the Parish Hall that was due for renewal in November.

107/23 RMBC – Ward councillor report.

RESOLVED : to note the following update from Ward Cllrs David Fisher and Tony Griffin :-

- Grubbing and weeding list was being formulated to address problem areas/eyesores
- Fireworks – considerations/preparations were underway re controlling activity for this years' event
- Prices for speed reduction signs/areas to be prioritised both mobile and static ones were being sought to be placed out where there was perceived to be the greatest need.

108/23 Members items – a) Worrygoose roundabout tree – prospects for deploying Christmas lights.

RESOLVED : That subject to approval at the Ward Members meeting tomorrow and a suitable power supply being in place, consent be given to deploy Christmas tree lights on the tree on Worrygoose roundabout.

b) Representations to RMBC Planning - Drainage issues relating to Planning consent – RB2019/0552 Proposed housing development in Whiston.

RESOLVED : That further representations be made to RMBC Head of Planning advising that he has not fully answered the points raised in the earlier email dated 21/8/23 and thereby seeking clarification as to why outline planning consent had been granted based on erroneous information submitted with the original application.

109/23 Correspondence/Information Items.

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

1	YLCA	White Rose Bulletin – 14 th & 31 st July, 11 th & 25 th August & 8 th September 2023
2	YLCA	Law & Governance Bulletin July & August 2023
3	South Yorkshire Mayoral Combined Authority	Securing a fair deal for South Yorkshire bus funding
4	YLCA	Remembrance events - letter from the National Association of Local Councils (NALC), Local Government Association (LGA) and the Royal British Legion (RBL)

5	YLCA	South Yorkshire Branch meeting 25/10/23
6	YLCA	NALC Local Plans consultation

110/23 Items for future agenda

- Priorities for 2024 aligned to budgets
- FOI response from Environment Agency re flow data supplied for Whiston Brook
- Weeds and overgrown vegetation in vicinity of High Street/Turner Lane

111/23 Planning Applications

RESOLVED : to raise no objections in respect of the following applications :-

1	RB2023/0938	6 Hunger Hill Road Whiston	Change of use to Childrens Care Home
2	RB2023/1001	Sitwell Cottage Morthen Hall Lane Morthen	Non-material amendment to RB2023/0107 to include approved plans
3	RB2023/1024	Whiston Worrygoose Junior And Infant School Hall, Close Avenue Whiston	Installation of external lift and associated infrastructure
4	RB2023/1073	Land at School Hill Whiston	Application to vary conditions 03 (Boundary Treatment) & 06 (Landscaping) imposed by RB2018/0877

112/23 Planning determinations.

RESOLVED : to note the following Planning decisions :-

1	RB2023/0585	Application for Lawful Development Certificate re: proposed loft conversion - 202 East Bawtry Road Whiston	Granted conditionally
2	RB2023/0629	Two storey and single storey rear extension - 4 Guilthwaite Crescent Whiston	Granted conditionally
3	RB2023/0809	Erection of two storey side and rear, increase in roof height, alterations to front porch and windows and new gable feature to rear - 12A The Ings School Hill Whiston	Granted conditionally
4	RB2023/1024	Whiston Worrygoose Junior And Infant School Hall, Close Avenue Whiston, Installation of external lift and associated infrastructure	Granted conditionally
5	RB2023/0799	Erection of boundary wall including level changes to rear garden (Retrospective) at 37 Moorhouse Lane, Whiston	Granted conditionally

113/23 Date & time of next meeting - Monday 16th October, 2023 6.30pm

There being no other business the meeting was closed at 9pm

Signed

Dated

August

PAYEE	ACCOUNT	TOTAL
Kidney Research UK	Donation (Festival charity proceeds)	641.00
Mark Middleton	Hanging basket - watering	450.00
HSBC	Monthly bank charges (Ret/Cur)	22.65
Amazon EU	Youth club crafts (Reimburse JA)	72.92
Scottish Water (Business Stream)	Water charges- hall	295.64
Zycomm Electronics Ltd	Festival - refund	-285.00
Payroll	Various staff	2091.88
HMRC	Tax & NICs July	767.64
Peoples Partnership	Pension Contributions	102.67
British Gas Lite	Triangle electricity	33.34
PKF Littlejohn Plc	External Audit fee	504.00
RMBC	Cowrakes maintenance refund	-135.46
UK Suspended Ceilings	Hall - replacement ceiling tiles (A. Rowlett)	39.99
Chic Cleaning	Cleaning- hall	2474.38
David Lewin	Festival fee	150.00
RAD Eco Systems	Reapir toilets - hall	468.00
BT	Hall broadband/phone- Quarterly	160.01
EDF	Hall -Gas/Electric	473.98
O2	Mobile phone	31.44
RMBC	Land & garage rent	29.23
R&S Security Specialists Ltd	Alarm maintenance	123.60
David Ogilvie Engineering Ltd	Village sign bespoke circular bench	4740.00
R&S Security Specialists Ltd	Hall alarm service - battery replaacement	30.60
Mark Middleton	Garden contract inc Cowrakes	466.70
Mark Middleton	Garden contract - hanging baskets	450.00
S Oldham	Postages	37.50
A Richards	IT - website/emails	113.00
HSBC	Bank charges	41.49
Rebecca Noble	Festival fee	100.00
John Hill	Festival fee	100.00
Microsoft	Microsoft 360 subscription	88.39
O2	Youth Club - phone (reimburse JA) July	7.96

EDF	Hall electricity/gas	48.21
TOTAL		14735.76

September

PAYEE	ACCOUNT	TOTAL
Payroll	Various staff	1939.05
HMRC	Tax & NICs August	768.04
Peoples Partnership	Pension Contributions	102.67
British Gas Lite	Triangle electricity	11.49
Chic Cleaning	Cleaning- hall	2687.34
O2	Mobile phone	31.44
The Event Foundry	Christmas event management fees	2640.00
RMBC	Land & garage rent	29.33
RMBC	Cowrakes - annual play park inspections	430.38
Mark Middleton	Garden contract inc Cowrakes	466.70
PHS Group	Sanitary Annual Duty of Care- Hall	101.40
Microsoft	Microsoft 360 subscription	88.20
O2	Youth Club - Phone (reimburse JA) Sept	7.96
TOTAL		9304.00