

Whiston Parish Council

Minutes of the Council Meeting held on Monday 19th February 2024 at 6.30 pm at Whiston Parish Hall.

Present: Councillors, Tim Stevenson (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 and Jordan Arno- Youth Club Manager. Two members of the public present.

216/23 Non-attendance of Councillors – a) To receive and note apologies from councillors who are unable to attend the meeting & b) To consider reasons for absence provided by councillors who cannot attend and resolve the council's acceptance of these if felt relevant.

RESOLVED : To receive and approve apologies from Councillors Colin Taylor (holiday) and Haroon Rashid (holiday).

217/23 To consider any motion to vary the order of business (if any).

RESOLVED : To bring forward agenda item 8 “Youth Club update” to be taken immediately prior to the “Public speaking” item.

218/23 To receive declarations of interest – None.

219/23 To identify items for which the press and public may be excluded (if any) - None

220/23 Youth Club update.

RESOLVED : To note the following update from Jordan Arno advising that :-

- The Hagg Farm residential trip had been a fantastic success attended by 13 young people who all bought in to and had a great experience bonding with their peers and participating in a range of activities that were on offer
- Two recent grant awards had now closed, the Tesco Bags of Help and the Trauma Informed practice training and completion forms had been submitted and also reported that a further funding source had been identified – RMBC Youth Work Fund £5k and sought the Council's approval to submit a bid in support of further Trauma informed work to provide long term skills. The Council gave its consent for a bid to be submitted.

221/23 15 Minute public speaking session.

A local parishioner commented what a fantastic idea the Community Kitchen was and indicated that whilst this was in the early days of the pilot period, further support would be needed to ensure its continuing success and in this regard, asked if the Parish Council might consider relaxing its existing policy to allow for the offer to be “dog friendly” which would very likely attract additional attendees and provide an added boost to its viability.

222/23 To approve the minutes of the Parish Council annual meeting – 18th January, 2024.

RESOLVED : To approve the minutes as a true record subject to correction of the following inaccuracy :-

Minute 205/23 - Paragraph 2 to be reworded as follows "The RFO invited members to consider any other ways by which they would wish to hold her and financial processes to account.

A member questioned whether there was an inventory and asset register, that would enable a physical check as to condition and possible replacement that would assist future budgeting. The RFO explained the basis on which these matters were treated in accordance with the Governance and Accountability Practitioner's guide and that these had to be accounted for at purchase price value and no account had to be taken in respect of depreciation.

The Member who raised the issue clarified that this was not an issue around depreciation accounting but the ability to carry out a physical check of assets and their condition. The Clerk stated that the asset register was work in progress and the member said they would obtain the relevant information from him.

The RFO then stated that she felt that she was being attacked and that this was happening at every meeting she attended. She specifically requested for this matter to be minuted.

A member then outlined how much he valued her work as the RFO and that it was important to know the basis on which she felt she was being attacked and what evidence there was to support this claim. No evidence was given to support the claim and the RFO stated that this was her perception and that it was taking place at every meeting.

The Clerk agreed to present the asset register as an agenda item for consideration at the next meeting".

223/23 To approve the monthly accounts – February 2024.

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

224/23 To receive the bank reconciliation @ 31st January 2024.

RESOLVED : To note the bank reconciliation @ 31st January 2024.

225/23 To receive budget monitoring statement @ 31st January, 2024

RESOLVED: To note the budget monitoring statement @ 31st January, 2024.

226/23 Community Kitchen – update on first 3 weeks of operation and to consider issues requiring ongoing support during the 3 month pilot period.

RESOLVED : That (1) to note the communications and update from the Community Kitchen Proprietor on the first three weeks of the pilot; (2) to support the provision of community transport provision via Rotherham Community Transport one day per week to bring residents from the Greystones estate and return at £25 per trip with pick up at 10.30am and return 12.30pm; (3) support be given to staging a card games or bingo style event with a £1 entry fee, with prizes, one day per week on a non-profit making basis, subject to the Clerk verifying with RMBC Licensing Team whether or not a Small Lotteries Licence would be needed for this type of activity; (4) approval be given to revise the existing policy to be "dog friendly" with dogs remaining on a lead and this to be managed effectively by the Community Kitchen proprietor; (5) approval be given to acquire additional kitchen equipment by way of a hot food display cabinet and Soup Kettle as presented by the Clerk and (6) further publicity be given in respect of the above measures including the use of additional "A-Boards".

227/23 Unauthorised car parking at the Parish Hall & to consider signage/barrier options or any other potential enforcement options.

RESOLVED : That (1) a further letter be issued to the Audi owner who had chosen to ignore the previous letter issued on 2/1/24 advising not to park in the Hall car park as this was private land and for Hall patrons only; (2) approval be given to procure a “No parking sign – labelled for Hall patrons only” as per the illustrative sample circulated by the Clerk and (3) approval be given to acquire telescopic barrier posts and their installation in order to prevent further/ongoing unauthorised use of the Hall car park.

228/23 Delivery of flood leaflet to Whiston households & preparations for public meeting 9/4/24.

RESOLVED : (1) to note that delivery of the Flood leaflet to all households in Whiston had been completed last week, although a small number were to be re-printed and redelivered which had erroneously been incorporated alongside another mailing/flyers by the distributor; (2) an invitation be extended to RMBC Head of Drainage, Head of Planning & Building Control and the Case Officer re application RB2024/0104 to attend the public meeting and defend RMBC’s position as the Lead Local Flood Authority and (3) further considerations be given at the next meeting on how the meeting should be conducted and what the Parish Council aimed to achieve from it and preliminary observations included provision be made for a “Welcome, presentations followed by a question & answer session”.

229/23 Environment Agency FOI reply - Environmental Permit (Discharges to water and groundwater) number NE/WRA8239/002 re flow data.

RESOLVED : That the latest FOI reply from the Environment Agency be referred to the Drainage Consultant for further consideration and advice.

(Councillor Genaya Smales arrived at the meeting at this point).

230/23 Whiston Summer Festival Saturday 6/7/24 – to consider coordination & preparation arrangements for the event.

RESOLVED : That (1) to note the Parish Council’s vision of moving towards coordinating perhaps five or six events throughout the year based at the Parish Hall and moving away from staging two major outdoor annual events (a Summer and a Christmas Festival) and (2) in light of this, a Parish Council delegation comprising of Councillors Elaine Reynard, Tony Griffin and David Fisher arrange to visit Whiston Cricket Club and meet Club representatives to discuss preparations for a Whiston Summer Festival being coordinated by the Club itself at their premises and to determine the shaping of the “Festival offer i.e. stalls and entertainment/food vendors etc”, with an offer from the Parish Council to provide funding support to meet the costs of an Event Management Company being engaged to manage all aspects of the associated event coordination and planning.

231/23 Parish Council Asset Register – review and updating for 2024.

RESOLVED : To note the circulation of the existing Parish Council Asset Register and the reporting that further work would be undertaken in the next couple of months’ to update the schedule of contents for the Hall, Toilet block and the Manorial Barn to ensure an updated list which would also feed in to the insurance policy renewal due at the end of May.

232/23 Seeking updated valuations of the Parish Hall & Manorial Barn for insurance purposes.

RESOLVED : That approval be given to proceed with the quotation from Nabarro McAllister to carry out updated rebuilding sum insured valuations of the Parish Hall and Manorial Barn.

233/23 Cowrakes field – to consider quotes in respect of (i) remedial repairs/painting to burnt bench, goalpost and trimming of shrubbery/trees adjacent voice tubes and felling of two additional dead trees & (ii) pruning trees on boundary overhanging properties 11/12 Cottam Close.

RESOLVED : That (1) approval be given to proceed with the repair works scheduled by MM Gardening at Cowrakes field as per their quotation with the exception of the burnt bench repainting and the Clerk be asked to seek further quotes for replacement with a new bench to locate in situ and (2) approval be given to proceed with the BP Tree Care pruning quote of the trees located on the boundary bordering 11/12 Cottam Close.

234/23 Parish Hall – to consider quotations for (i) car park remedial repairs to tarmac surfacing and potholes that have arisen & (ii) clearance of gutters and fallpipes.

RESOLVED : To defer consideration of tarmac surfacing repairs of the Parish Hall car park potholes and this be considered further, in conjunction with the installation of the new entrance posts/bollards due to be erected in the near future.

235/23 Seeking an updated Fire Risk assessment & Electrical installation condition report for the Parish Hall and wider compliance with the Building Safety Act 2022.

RESOLVED : To note the reporting by the Clerk of quotes obtained for carrying out an updated Fire Risk Assessment and that this had been scheduled to be carried out by the Fire House Group on 18/3/24 and that quotes were also being obtained for an updated Electrical installation condition report and delegated authority be given to the Clerk to make arrangements for this to be scheduled and carried out as soon as reasonably practicable.

236/23 Manorial Barn – seeking an assessment of cost and timescale of likely roof repairs or replacement.

RESOLVED : To note the update from the Clerk that a Thatcher had been commissioned to attend in early March to assess the state of the Manorial Barn roof and whether any remedial repairs were required and/or its likely timeframe for needing a full replacement and an indicative cost.

237/23 Family funfair request – on Cowrakes field 11th – 14th April, 2024.

RESOLVED : That this request for staging a funfair at Cowrakes field be refused.

238/23 RMBC – Ward councillor report.

RESOLVED : To note the following update from Ward Councillors David Fisher and Tony Griffin :-

They were still trying to accelerate the request to paint the railings alongside the Brook, together with the siting of footpath signs on Morthen Lane and mobile speed activated signs which could be positioned where necessary. They also gave further clarity to recent comments on social media regarding the provision of subways at Stag and Worrygoose roundabouts and advised that no such discussion had taken place at RMBC meetings which they had attended.

239/23 Members items.

- (i) Strategic Priorities 2024 Member workshop 1/2/24 - feedback & to agree the recruitment process for new temporary 12 month posts of (i) Handyperson and (ii) Admin Assistant.

RESOLVED : That the proposed recruitment process for new temporary 12 month posts of (i) Handyperson and (ii) Admin Assistant be deferred for reconsideration in the near future.

- (ii) To consider a charitable donation following receipts from the Christmas Festival/Lights switch-on event 2/12/23

RESOLVED : That a donation of £535 be awarded to the Sheffield Children's Hospital.

240/23 Correspondence/Information Items.

RESOLVED : (1) to note the following information, previously circulated by e-mail:-

1		YLCA	White Rose Bulletin –5 th & 19 th January & 2 nd February, 2024
2		YLCA	Law & Governance Bulletin January 2024
3		YLCA	South Yorkshire Branch meeting 21/2/24
4		RMBC	Consultation - Consideration of School Term Dates for 2025/26
5		RMBC	Use of Parish Hall as a polling station for local Elections 2/5/24 (including Parish elections)
6		Rotherham Cancer Care	Fundraising event request via Community Kitchen
7		SYMCA	Bus service changes in South Yorkshire from 7 April

& (2) in relation to item 6, support be given to staging a fundraising event at the Community Kitchen and this be referred to the Kitchen Proprietor to discuss directly the scope, shaping and a date for the event with Rotherham Cancer Care.

241/23 Items for future agenda.

- Commissioning a Tree survey of Cowrakes field and other Parish Council land holdings.

242/23 Planning Applications.

RESOLVED : That (1) to raise no objections in respect of the following applications :-

1	RB2024/0083	42 East Bawtry Road, Whiston	Single storey rear extension
2	RB2024/0138	12 The Pieces South, Whiston	Demolition of attached outbuildings and erection of single storey side and rear extensions
3	RB2024/0163	50 Meadowcroft Close, Whiston	Application of Lawful Development re single storey side extension

4	RB2022/0157	43 Reresby Road, Whiston	Replacement detached garage
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& (2) to raise objections in relation to the following application and the Clerk to submit the basis of the specific objections by the deadline of 22/2/24 (for observations), following consultation with Councillor Elaine Reynard :-

1	RB2024/0104	Land to north west of Worry Goose Lane, Whiston	Reserved matters application (details of internal access, landscaping, layout, scale, & appearance) for the erection of 450 dwellinghouses (reserved by outline permission RB2019/0552)
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243/23 Planning Determinations.

RESOLVED : to note the following Planning decisions :-

1	RB2023/1533	Conversion of existing garage to form office for business activities, Cornerstone, Guilthwaite Hill, Pleasley Road, Whiston	Granted conditionally
2	RB2023/1598	Application to undertake works to a tree(s) within Whiston Conservation Area, 8 Chaff Close, Whiston	No objections
3	RB2021/2298	Installation of sports court for domestic use at Manor Farm, York Lane, Morthen	Granted conditionally
4	RB2023/1588	First floor front extension, 279 East Bawtry Road, Whiston	Refused
5	RB2024/0066	Application to undertake works to a tree(s) within Whiston Conservation Area, 8 School Hill, Whiston	No objections
6	RB2023/1685	Erection of two storey side and single storey rear extension, 65 Sandringham Avenue, Whiston	Granted conditionally
7	RB2023/1722	Demolition of existing single storey rear, erection of single storey rear and infil of front covered area, 283 East Bawtry Road, Whiston	Granted conditionally

244/23 Date & time of next meeting - Monday 18th March, 2024 6.30pm

The meeting was closed at 9.15pm

Signed

Dated

FEBUARY

PAYEE	ACCOUNT	TOTAL
S Oldham	Postage	2.70

HSBC	Monthly bank charges	36.53
Amazon EU Sarl	Community Kitchen items (Reimburse SO)	422.18
HMRC	Tax & NICs	2111.06
Nottinghamshire County Council	Youth Club residential trip	995.00
KMC Waste Management	Hall waste contract -Nov/Dec	192.10
Business Stream	Water charges - hall	289.34
EDF Energy	Gas	875.10
Airtime Solutions	YC phone handset	12.00
Staff Salaries	Various - January	2312.17
HMRC	Tax & NICs January	613.82
Peoples Partnership	Pension Contributions	107.78
British Gas Lite	Triangle electricity	25.71
Chic Cleaning	Cleaning- hall	2734.57
Chic Cleaning	cleaning products	22.79
Stag Electrics	Hall lighting repair	257.40
Simon Oldham	Reimburse postages	37.50
BT	Phone /broadband	190.19
O2	Mobile phone	31.44
RMBC	Land & garage rent	29.23
EDF Energy	Gas/Electric- Hall	1279.65
Mark Middleton	Garden contract inc Cowrakes	466.70
KMC Waste Management	Waste contract Jan	160.27
Fine Sign Ltd	Flyers	180.00
Amazon EU Sarl	Community kitchen items (Reimburse SO)	36.93
Asda	Youth Club - Haggs educational trip items	294.45
Microsoft	Microsoft 360 subscription	88.20
O2	Youth Club - Phone (reimburse JA	20.88
TOTAL		13825.69