

# Laughton-en-le-Morthen Parish Council

(Ordinary Meeting 11<sup>th</sup> June 2014)



Present: Councillors Mr T Stanway (Chairperson), Mr P Lilleker (Vice-Chairperson), Mrs J Robinson, Mr K Evason, Mrs J Leaning and Martin Gourley (Parish Clerk). In attendance: Mr S McDonald, LVHMC Treasurer, Anne Mitchell LVHMC Chairperson, Mr. R Thrower and Peter Kenny, Laughton-en-le-Morthen residents. Apologies: Councillors Mr P Shackley & Mr S Johnson, PC Shaun Rhodes.

## **17. Bancroft Plumbing & Heating**

Mr Mike Bancroft attended the meeting and answered Councillors' questions about the proposed heating & hot water refurbishment. See item 9d below.

## **18. Open Forum for Parishioners in Attendance**

a) Ann Mitchell asked if the hedge along the side of the VH could be cut back to improve access to the dustbins. **Resolved: Councillor A will ask Neil Wild to cut back the hedge.**

b) The untidiness of Laughton's graveyards due to the lack of grass cutting was raised by parishioners. During discussion it became apparent that 5 separate complaints have been expressed recently, some from people who believe that the PC is responsible for the maintenance of the graveyards. The Clerk was asked to advise All Saints' Church PCC in writing. **Resolved: The Clerk will advise All Saints' Church PCC about the complaints.**

c) The Proposed Wind Turbine at Carr was discussed. Although the Clerk had received expressions of concern about the proposal from residents living in Carr and had suggested that they attend the PC meeting but no-one turned up at the meeting. To canvass the opinions of the parishioners, the Clerk has carried out a pole of people visiting the Village Hall commencing 22 May (Election Day) until the 11 June. The pole indicated that the majority of parishioners (ratio 42:2) were against the proposal. In light of the advice given by a solicitor to Carr residents it was agreed that LPC, per se, should not express an opinion about the proposal but, and in the interests of presenting the biggest impact, should recommend parishioners and individuals to express their concerns. The Clerk was asked to write to Consultants, J H Walter, and advise them of the result of the pole. **Resolved: The Clerk will inform J H Walter of the results of the pole regarding the proposed wind turbine.**

## **19. Minutes of the meeting held on 6<sup>th</sup> May 2014**

**Resolved:** The minutes were accepted as a true and accurate record.

## **20. Declaration of Prejudicial & Pecuniary Interests**

The Clerk – Request from residents of Rectory Court for reimbursement of money spent on plants for the hanging baskets installed at their own expense (with RMBC approval) on Rectory Court. Please see item 27(g) below.

## **21. Matters Arising from the Minutes**

The Clerk has received the defibrillator cabinet from Green Urban: cost of £745 + carriage £30 + VAT £155 = £930 and awaits delivery of the A5 AED defibrillator from Cardiac Science.

Arrangements for its installation will be finalised once both items have arrived.

**Resolved: The Clerk awaits delivery of the A5 AED defibrillator.**

## **22. Parishioner's Written Requests**

None

### **23. Items under Review**

#### a) Use of Recreation Ground

(i) Football Team

19 games had been played according to THEFA.COM and Councillor B is aware of a further 4 matches being played: a total of 23 games. The PC has received £528 (24x £22) in ground fees. The PC therefore believes that the suggestion that not all ground fees were being paid is not true.

**Resolved: The PC has received all fees due.**

#### (ii) Playground

RMBC have completed repairs to the cargo net clamps; zip wire seat and chain cover. The Clerk is waiting for the invoice, which should be for parts only as RMBC have offered to waive the fitting fees due to the delay incurred in obtaining the parts.

The inspection process has changed and the PC now receives a much more details report which includes photographs of the inspector's findings. A number of previously unreported issues have been raised, all of which are "low risk":

- i) Multi-play (junior) - Bolt cap covers missing/damaged.
- ii) Spring see-saw – Possibly installed to high.
- iii) Free-ride swing – Incorrect install height.
- iv) Climbing frame - Bolt cap covers missing/damaged.

The Clerk has written to the Manufacturers, who also installed the equipment, to seek their comments on items ii) and iii) and request part numbers and prices for the bolt covers. As yet, no reply has been received. The Clerk will chase Kompan for a reply.

**Resolved: The Clerk will chase Kompan for a reply.**

Several members of St. John's Allotment Society helped spread the CushionFall onto the play area.

Councillor C proposed that the PC gave a donation of £100 to the allotment society in thanks for their help. Seconded by Councillor A and carried.

**Resolved: The Clerk writes a letter of thanks and sends a cheque for £100 to the allotment society.**

#### b) Parish Planting Scheme

Jon Shaw continues to carry out routine maintenance of the village and hamlet planters and submits his invoices as included in the Financial Report. The Clerk has received verbal expressions of concern about the dowdy appearance of the bushes/shrubs in the planters. It was agreed that the present planting does not

appear to match the original specification. Councillor A has discussed this with the contractor, Jon, who has now told the Clerk that he would like to attend the next PC meeting for feedback about his work.

(iv) Garden to rear of pensioners' bungalows

The Clerk has written to Mr & Mrs Hicks to inform them of the PC's decision not to maintain the grass areas to the rear of the pensioners' bungalows, which have now been fenced off and form private gardens, on the grounds that other parishioners may expect the PC to maintain other private areas if the precedent was set.

c) St John's Road Allotments

(i) Lease arrangements with St Leger Estates (via Savills)

The Clerk has written to Emma Stead, Savills Solicitors and asked when the PC might receive the updated lease. He has received an apology stating that the Solicitor dealing with the matter, who is also a trustee, has been seriously ill and that she hopes work on the new lease will resume within the next month, or so.

**Resolved: Awaiting new lease.**

(ii) Since the Clerk was on-site on Saturday 12th and 26th April to collect rents further payments totalling £365 have been received and £100 remains outstanding.

(iii) Three plots are vacant due to two bereavements. They will be reallocated in due course when the families can be approached. There are currently seven people on the waiting list.

**Resolved: The Clerk continues to seek payment of outstanding rents and allocates vacant plots as appropriate.**

(iv). Mr Buttle has started to move his boundary fence to increase the area of his allotment plot. After several complaints and expressions of concern about the restriction this would create on the access track the Clerk and Councillor A inspected the new fence line, took measurements and obtained an aerial view of the site. Councillors agreed that Mr Buttle should not extend his allotment and asked the Clerk to inform Mr Buttle of their decision in writing.

The Clerk has written to Mr Buttle.

**Resolved: Mr Buttle has sadly passed away.**

d) RVS Area Assembly & Parishes Meeting

There is no imminent Area Assembly meeting and Parishes meetings are suspended.

e) Weed spraying (including Japanese knotweed on recreation ground)

Andrew (Stenton Farm) will target signs of Japanese Knotweed with weed killer instead of carrying out indiscriminate spraying.

Councillor A reported that Andrew has found little Japanese Knotweed this year.

f. Village Associations

Brookhouse: Nothing to report.

Slade Hooton:

a) The Clerk has reimbursed Karen Elliott for the skip hire and HiViz jackets used on the litter pick.

b) Simon McDonald requested permission to replace the existing public noticeboard and claim the cost from the precept allocation. Granted.

c) The public footpath passing through Slade Hooton is muddy and needs stone chipping laying. Simon McDonald will organise a working party.

**Resolved: The Clerk will reimburse Mrs Elliott. Future litter-picks should be held in February.**

Carr: Nothing to report.

#### g. Streetpride

##### (i) Dog fouling on recreation ground and Fly Tipping in the Parish

Fly Tipping and Dog fouling on the playing field, play area and in the rest of the Parish continues to be an issue. The following is an extract from the minutes of the AGM meeting which preceded this meeting:....a presentation by Matt Finn, Community Protection Manager RMBC on the new Summary of the Anti-social Behaviour, Crime and Policing Act 2014. The law simplifies existing laws and gives Police and Borough Councils powers to deal with a range of antisocial issues (fly tipping, dog fouling, noise etc.), and gives powers to create and enforce Public Spaces Protection Orders and issue Community Protection Notices. Public spaces are defined by who has access to the land/property, not who owns the land/property therefore, a public nuisance issue on private land/property is within the scope of the new law. Mr. Finn made the point that the Borough Council need people to report issues via the "StreetPride" telephone number 01709 336003 or website <http://www3.rotherham.gov.uk/HighwaysReport/> in order to direct resources efficiently, according to the size or frequency of the problem.

Further details about the new law can be found at:

<http://www.legislation.gov.uk/ukpga/2014/12/contents/enacted/data.htm>.

Work to replace the noticeboard at the entrance to the village hall car park was suspended until the proposed Dog Control Order was in place. Now the Dog Control Order has been superseded by the Anti-social Behaviour, Crime and Policing Act 2014 work can now start to design and replace the existing noticeboard.

**Resolved: The noticeboard is to be an agenda item for the July meeting.**

#### h. Website design and quotation

The new web-site is almost ready to go live. The Clerk has liaised with BT to get the IPS TAG pointed to EXACT. The PC's web designers (Northern Peak – Creative Design) now have to do further work before the new website can go live.

BT has stated that they need a formal request to cease the web hosting service now Northern Peak is hosting the service. The Clerk has complied but continues to receive invoices.

Councillor A believes that no formal arrangement was reached with Northern Peak to host the new web site. The Clerk will go through the paperwork dealt with by the previous Clerk.

**Resolved: The Clerk will continue to liaise with BT and Northern Peak.**

#### i. Roche Abbey Christmas Walk 2013

A new committee has been formed comprising: Paul Marshall, Sam Brook and Councillor D. More people will be appointed onto the committee. It is hoped that additional support will come from the Maltby and Firbeck communities.

No update was available: Councillor D and Mrs S Brooks were unable to attend the meeting.

**Resolved: Laughton Parish Council is no-longer responsible for organising the walk. Banking will be transferred to a new bank account to be opened by the new committee.**

#### j. Parking Issues at All Saints' School

Drivers continue to park inconsiderately or illegally, even on the yellow zig-zag line. The clerk has previously spoken to the Head teacher, Mrs Burtoft, regarding the proposal of an open meeting for parents. It had been suggested that the school organises one for the beginning of December 2013 but there was no response from Mrs Burtoft. On the 28<sup>th</sup> December the Clerk wrote to Mrs Burtoft, requesting a meeting with herself and the School Governors to discuss how the situation can be improved. The Clerk has not received a written reply from Mrs. Burtoft. He has telephoned the school several times requesting a verbal or written response to the letter in time for this meeting but no response has been received.

In December 2013 the Clerk made PC Shaun Rhodes aware of the ongoing situation. At the PC meeting in February 2014 PC Rhodes reported that tickets have been issued to drivers parked on the yellow zig-zag line and for the offence of obstruction near the junction of Rectory Court and High Street. A PCSO is currently patrolling outside the Church School and Laughton J&I School, alternate mornings and afternoons, each day. RMBC's parking surveillance van continues to patrol the area.

The Clerk has now had a meeting with Mrs. Burtoft in which the following were discussed: (i) A "Park & Walk" commencing in the summer term. Parents will be able to drop off and collect their children at the Village Hall car park. Volunteers are needed (CBR checked) to help school staff. The "park & walk" will be included in the PC newsletter together with a request for volunteers. (ii) Schoolchildren are to design a "no parking" sign to be displayed outside school. It is thought that parents would take more notice of this sign rather than a commercially produced one. (iii) Mrs. Burtoft would like to have a closed meeting with: Police, Highways Dept., School Governors and Parish Council to plan for a public meeting: As the Clerk still hasn't had a response from Mrs. Burtoft. Councillor F suggested that the Clerk seeks a response from Mrs Morley, who now shares the Headship of the school.

The proposed "park & walk" and a request for volunteers to assist school staff was advertised in the Parish Newsletter.

After several attempts to obtain an update from the Head teacher, the Clerk has received a message from the school secretary stating that "The children's activities are to start in in autumn term and it is hoped to have a closed consultation meeting in September prior to setting up an open meeting with parents."

**Resolved: The Clerk will liaise with Mrs. Burtoft about these initiatives.**

#### k. Newsletter Distribution

Nothing discussed.

## I. Risk Assessment Review

Simon McDonald has commissioned a risk assessment of the Village Hall. The final inspection has been delayed due to lack of keys. Since recent changes to the LVHMC a review of who holds keys and the implementation of a key safe will alleviate the problem and it is hoped that the final inspection will be completed by the next meeting.

**Resolved: Simon McDonald is currently waiting to receive a report from his Risk Assessors.**

## 24. Police in the Community

7th May 2014 to 11th June 2014.

Newhall - No recorded crimes.

Slade Hooton - No recorded crimes

Brookhouse - 1 recorded crime

23/05/2014 - Mill Close - Burglary Other - Garden shed entered and quad bike stolen.

Carr - 1 recorded crime

24/05/2014- Low Lane -Theft- Theft of a horsebox, subsequently found and recovered from a road in Maltby.

Laughton En Le Morthen - 6 recorded crime:

07/05/14 Kingswood Avenue Arson

Ford Transit van burnt out on highway.

14/05/14 Kingswood Avenue Attempt Burglary

Door handle to rear door attacked, no entry made.

22/05/14 St. Johns Road Burglary Dwelling

Whilst occupants on holiday, window broken, house entered, cash & jewellery stolen.

29/05/14 St. Johns Road Blackmail

Demands made for money after images posted on social media.

06/06/14 High Street Vehicle Interference

Two vehicles on driveway entered, contents of vehicle strewn around, nothing stolen.

06/06/14 High Street Theft

2000 litres of diesel fuel stolen.

## 25. Village Hall Issues

### a. Energy Saving Suggestions

Mr McDonald has workmen available to upgrade the roof insulation. Work has been delayed due to lack of keys but keys are now available.

**Resolved: Mr. McDonald to obtain the quotes.**

### b. Caretaker's Role

Nothing discussed

#### c. Car park & recreation ground improvements

Dog fouling continues on the car park, recreation area and football fields. Please see item 23 g (i) above.

Car Park Barrier: Councillor C has not yet received a quote from Mr. D. Redford for the erection of a barrier (rather than a gate for safety reasons) at the entrance to the car park to prevent antisocial behaviour during the night. Councillor D offered to obtain a quote from an alternative supplier.

No further update: Councillor D was unable to attend the meeting.

**Resolved: Councillor D to obtain a quote.**

#### d. Hand wash units & combi-boiler refurbishment

The PC has accepted a quotation from Bancroft Plumbing and Heating to refurbish the VH central heating and hot water system using a Baxi Platinum HE40A combi-boiler (CH output 34.4Kw) at a cost of £2747 ex vat. Mr Bancroft attended the meeting at the Councillors' request to discuss the proposed refurbishment and answer any questions raised. It was agreed that Mr Bancroft would liaise with Ann Mitchell regarding access to the hall to carry out the refurbishment. Mr Bancroft has ordered the boiler after receiving a £300 deposit from the PC. Prior to the meeting Mr Bancroft had submitted a further quotation, which had been circulated to the Councillors, to extend the central heating system into the "back stage" area of the village hall currently served by electric heaters. The price quoted was available if the PC undertook to have the additional work done at the same time as the main works. The PC declined the offer because it intends to redesign the layout of the back stage area and improve the facilities for modern-day purposes. Resolved: Mrs Mitchell will agree when the work can be carried out and provide access for Mr Bancroft's workers.

#### e. LVHMC Treasurer

The "Race Night" fund raising event on Friday 9<sup>th</sup> May and fees received from RMBC for the Election Day raised £1200.

#### f. Village Hall Cooker

The cooker was installed by Bancroft Plumbing and Heating in time for the fund raising event on Friday 9<sup>th</sup> May. The electric cable, which was not part of the installation, needs replacing with one 3 metres long.

**Resolved: Councillor A will supply the cable and Councillor C will fit it.**

#### g. Village Hall Security

Riber Surveillance have carried out the annual inspection and maintenance of the VH CCTV system.

Councillor C has previously said that there have been legal cases where the quality of CCTV images had not been good enough to secure a conviction and has raised concern about the quality of the village hall system.

The PC has now received two quotations to upgrade the CCTV: one from Central Electrical (Neil) via Councillor C and a second from Riber via Councillor A. At last month's meeting the Clerk was asked to draw up a comparison of the two quotes to present to Councillors.

The Clerk has attempted to compare the two quotes but as each supplier is offering different systems it was impossible to compare the two. Councillor C said that he would draw up a specification to from part of an invitation to tender so that the PC can compare different quotations based on the same specification.

**Resolved: Councillor C draws up a specification.**

h) The Playground inspectors have reported a loose manhole cover frame adjacent to the playground.

**Resolved: The Clerk will ask Paul Harrison (builder) to repair the cover/frame.**

## **26. Environmental Issues**

### **a) Brookhouse Dyke**

Councillor F reported that the culvert is currently running clean.

### **b) Thurcroft Landfill**

There is a meeting with FCC is on Friday 13<sup>th</sup> June 2014.

## **27. Finance Report**

### **a. Income Received and Accounts for Payment:**

<b>Debtor</b>	<b>Description</b>	<b>Amount (£)</b>
Santander	Interest on savings 1 <sup>st</sup> June	1.40
Allotments	Rents	365.00
RMBC	Precept – 1 <sup>st</sup> payment	11,492.00

<b>Creditor</b>	<b>Description</b>	<b>Amount (£)</b>
Alex Munro	V. H. Caretaker	209.67 PD
Jon Shaw	Gardening	230.00 PD
K A Lewis	Litter pick skip & Hi Viz vests	113.30
GreenUrban	Defibrillator cabinet	930.00
BT	Web-hosting	28.80
RMBC	Grounds maintenance	185.08
Alex Munro	VH Caretaker	212.02
Clerk	Salary	177.69
Paul Wickson	Accountant	195.00
Jon Shaw	Gardening	307.00

b) The invoice (£210.00 + VAT) from Hobson's Nurseries (Carr) has still not arrived.

c) The Clerk has received information about possible grants from "YORhub 4 Good Fund"

**Resolved: The PC should consider the fund when financing projects.**

d) Precept allocation to hamlets – nothing discussed.

e) The first instalment of the precept (£11,492.00) has been received and banked.

f) Accounts for year ending 31st March 2014 - audited

The Accounts for year ending 31<sup>st</sup> March 2014 have been audited and section 4 of the annual return has been signed by the Auditor. The clerk presented the accounts and Auditor's report to the meeting for approval.

Section 1 & 2 of the annual return were approved and signed by the Chairman and the clerk. **Resolved: The clerk ensures the annual return is sent to the auditors, BDO LLP in time for the external audit.**



g) The Clerk has been asked if the PC would consider making a grant towards flowers planted in hanging baskets on four lamp posts in Rectory Court, Laughton. The baskets have been installed at the residents own expense with RMBC's permission. After discussion Councillors decided that this would set a precedence leading to other requests for payments that the PC could not sustain.

**Resolved: The Clerk advises the residents of the decision.**

**28. Planning Applications**

All Saints' Church School have applied for permission to build facilities for children with special needs. Councillors reviewed the application and had no objection.

**29. Consultation Documents**

1. Minutes of LVHMC AGM
2. Public Sector Executive - Newsletter
3. RMBC Planning Guide
4. LCR Summer 2014 Magazine

**30. Correspondence**

1. Request for details of Play Area Inspectors
2. YLCA Training Courses
3. Letter of Thanks – LVHMC re Baby Changing Station
4. Additional quote from Bancroft Plumbing and Heating (back stage area)
5. Mayor of Rotherham - Thank you – Easter Egg Raffle

**31. Any Other Business**

a) The Clerk circulated updated pages (3, 17 + 19) of the PC Emergency Plan.

b) Items for next meeting's agenda:

- (i) The Constitution for the Village Hall is due for review.
- (ii) Re-design of the back stage area of the village hall.

**32. Date and Time of Next Meeting**

That the next Ordinary Meeting will take place on Wednesday 9<sup>th</sup> July 2014 at 7pm in the Village Hall, Firbeck Avenue, Laughton-en-le-Morthen.

The meeting closed at 09.40pm

Chairman.....

Date.....