

Laughton-en-le-Morthen

Parish Council

(Ordinary Council Meeting 12th October 2016)

Present: Councillors Mr T Stanway (Chairperson), Mr P Lilleker, Mr G Price, Mr R Thrower, Mr P Green and the Clerk, Caroline Havenhand. In attendance Parishioners: No Parishioners were present at the meeting.



Reference	Item	Action
16/253	Recording of Meeting	
	At the beginning of the meeting, the Chairman verbally reminded the meeting and all present of the freedom to record the meeting and asked if anyone intended to do so. The Chairperson encouraged anyone intending to record future meetings to advise the Clerk five days before the meeting so that arrangements can be made to facilitate the recording. No one present wished to record the meeting.	
16/254	Open Forum for Parishioners in Attendance	
	<ul style="list-style-type: none">No Parishioners were in attendance	
16/255	To receive and approve reasons for absence	
	Councillor J Leaning and Councillor S Johnson gave reasons for absence which were approved at the meeting.	
16/256	To authorise the chairperson to sign the minutes of the meeting held on 14th September 2016 as a true and correct record.	
	The minutes were confirmed as a true and correct record and the Chairperson accordingly signed the file copy.	
16/257	To receive declarations of Interest in respect of business on the Agenda	
	None	
16/258	To identify items which may be considered following the exclusion of the press and Public.	
	It was resolved that item 16/259.3, being the discussion regarding the Allotment lease, to exclude press and public due to the confidential nature of item under discussion.	
16/259	To receive information on the following ongoing issues and decide further action where necessary	
16/259.1	Village Hall Building Works, to discuss a potential start date and quotations for Asbestos Removal and demolition Survey. Additionally to discuss VAT implications.	
	The quotations for an asbestos management survey and R&D survey were reviewed and it was resolved to instruct Acorn, as they are UCAS approved, their quote is £500 plus vat. The invoice for the toilets which is being paid by the management committee will not be able to reclaim vat. The clerk has been unable to get exact clarity on the vat issue for the Parish Council, but in view of the fact that the monies on reserve will cover vat it was resolved to reclaim the vat and take the funds from earmarked reserves in the event that the vat is not recoverable. It was additionally resolved to pay the builder the 30% deposit by Internet Banking prior to commencement as per the quotation.	Clerk
16/259.2	To receive information on the Playground Inspection Report including considering purchase of new bench to replace the one that is damaged.	
	Playground inspection report received dated 27/9/16 continues to show a number of low risk	Clerk

	issues, small parts that RMBC would usually have fitted. RMBC are currently sourcing these parts and will advise what costs may be involved in due course – this seems to be taking some time so a meeting has been arranged with Tim Archer to discuss other ways we may source these parts. Resolved , Clerk to follow up in due course, new bench not to be purchased at this time.	
16/259.3	To receive information Regarding St. John’s Allotment Lease	
	The Clerk circulated the new heads of terms – it was resolved that the Clerk raise a couple of issues that the Parish Council would like clarifying and get a quotation from a local solicitor to act on our behalf to get the lease in place..	Clerk
16/259.4	Allotment tenant with 8 plots/Unworked plots and general update	
	This issue has not been progressed pending issuing of the new tenancy agreements once the new lease is sorted.	
16/259.5	To receive an update on Defibrillator/s.	
	Laughton Junior and Infants School has been delayed as there was a small electrical issue that had to be dealt with, we would hope this will be resolved shortly. Central Electrical are still to go out and install the box at The Travellers rest and the clerk is chasing. Information noted by Council.	Clerk
16/259.6	To discuss Parish Council Network Conference 15 th October.	
	The Clerk advised that this has now been organised for 9 th November at our Village Hall. Information noted by council.	Clerk
16/259.7	Update on Website Review	
	The clerk advised Council that she was still looking at options, a positive meeting had taken place with RMBC but further discussions need to take place. Information noted by council.	Clerk
16/259.8	To receive an update on Conifers on Bib lane.	
	Councillor J Leaning had sent an update in her absence The Clerk advised that the Parish Council garden maintenance contractor had done the additional work requested. Councillor J Leaning offered to check the work done and speak to the Parishioner about now cutting back the conifers. It was therefore resolved to review this item next meeting.	Councillor J Leaning
16/259.9	To receive an update on allotment grant agree signing of funding agreement	
	The clerk shared a copy of the Agreement with Council, though one small amendment is awaiting regarding the split of allocation of funds to do fencing. It was resolved that once the amended document is received Councillor T Stanway and Councillor P Lilleker are authorised to sign the document and that the Clerk can draw the monies in order to commence the first stage, being the Asbestos work. This will also involve the ordering of a skip.	Clerk
16/259.10	Update of Request for signage in Newhall	
	The Clerk provided an update. The parishioner from Newhall felt that it would be better for both signs to be made together and asked that £500 be put aside this year and that the other go into next year’s budget with a view to trying to do this in April 2017. It was resolved that £500 from the hamlet budget be transferred to earmarked reserves and that £500 be earmarked in next year’s hamlet budget for this project. In the interim the Clerk will start preparation in terms of getting a license, a firm quotation from the supplier and a design for the sign. Resolved – Clerk to visit Parishioner to discuss.	Clerk
16/259.11	An update on the Ash Trees in Slade Hooton	
	The Clerk provided an update, RMBC will grant a license for this but specific contractors are required and therefore significant cost. It was resolved that the Parish Council may be able to assist but that the clerk speak to the parishioner to see if she can contribute to the project.	Clerk

16/259.12	Village Hall Car Park – Overhanging Trees	
	The Clerk had previously given an update that she had spoken to the Parishioner who had agreed to sort the overhanging trees. Parishioner is awaiting leaf die back to do the work. Information noted by Council.	
16/259.13	To discuss further action required in respect of the Pension fund	
	This is ongoing, Councillor G Price reported that he is still looking into the issue of setting up a NEST Scheme to comply with new pension regulations – the council’s staging date is July 2017. Information noted by council.	Councillor G Price
16/260	Matters requested by Councillors/Clerk	
16/260.1	To receive ideas for inclusion in next year’s budget.	
	Various items were suggested so that the Clerk could make an early draft. These were noted by the Clerk but no resolutions were passed to agree budget items at this stage.	Clerk
16/260.2	To consider introduction of an August meeting.	
	It was resolved not to introduce an August meeting.	
16/260.3	To consider a grant to allotments to cover Hedge trimming equipment.	
	It was resolved to give a grant to the allotments of £200 to allow them to purchase a hedge trimmer, rather than pay a third party to do this each year.	Clerk
16/260.4	To agree spend on remembrance wreath	
	It was resolved that £30 be donated for the Remembrance Wreath and that Councillor J Leaning lay it on behalf of the Parish Council..	Councillor J Leaning
16/260.5	To agree payment of IT allowance to clerk	
	It was resolved that the Clerks annual IT allowance of £240 be paid by internet banking.	Clerk
16/260.6	To consider items for inclusion in November newsletter	
	Various items were suggested and these were noted by the Clerk.	Clerk
16/260.7	To receive an update on the Rotherham Together Partnership Meeting.	
	Councillor R Thrower attended the meeting and provided a summary. This information was noted by Council.	
16/260.8	To receive information following the recent planning training.	
	Councillor R Thrower gave feedback on the planning training session – the feedback was positive and there was useful guidance which he shared.	
16/260.9	To consider action in respect of Fly Tipping on Brookhouse Lane	
	Councillor P Lilleker updated that Railtrack had made an excellent job of removing the waste. It was resolved that the Clerk writes to Railtrack and thanks them for this assistance.	Clerk
16/260.10	To consider cost of repair to loose stone in the flower bed at the corner of Hooton Lane and High Street £40.00.	
	It was resolved that the Council employ Leaf & Grass to carry out this work.	Clerk
16/260.11	To consider the name of the new road being developed off High Street.	
	It was resolved that the Council recommend the name Turners Croft	Clerk
16/261	To consider relevant planning applications as published on RMBC’s weekly Lists 38 to 41(2016)	
	None	
16/262	To receive information on any previous planning applications/issues.	
	No updates	

16/263	Financial Matters	
16/263.1	To approve the following accounts for payment and note receipts. Please see Appendix 2	
	It was resolved that all the payments listed at Appendix 2 are approved and can be paid.	
16/263.2	To receive a bank reconciliation to 30 th September	
	The bank reconciliation was received and noted by Council. Councillor T Stanway had previously advised by email that he had undertaken a check of the bank balances on internet banking and these were correct.	
16/263.3	To receive Councillor P Green's report on ½ year accounts	
	Councillor P Green signed the form to confirm that he had undertaken a review of income and expenditure for the period 1 st July to 30 th September. No exceptions were note. Councillors noted this information and wished to thank Councillor P Green for undertaking the check.	
16/263.4	To review ½ year spend against budget.	
	The Clerk reported that 53% of the budget had been spent at half year. Most areas expected to end the year in line with expectation. It was resolved that £500 of contingency in 'Recreational area' be moved to the 'Village Hall' to cover the unexpected cost of the Asbestos Survey	Clerk
16/263.5	To give agreement to transfer funds in budget allocated to play area equipment £2000	
	It was Resolved that the Clerk transfer funds in budget allocated to play area equipment £2000	Clerk
16/263.6	To give agreement to transfer surplus funds in defibrillator budget to earmarked reserves as previously agreed to cover spare parts for the 4 defibrillators - £600.	
	It was Resolved that the Clerk transfer surplus funds in defibrillator budget to earmarked reserves as previously agreed to cover spare parts for the 4 defibrillator £600 and towards the next instalments for the two where part payment has been made.	Clerk
16/264	To consider the following new correspondence received and decide where action is necessary. See Appendix 1	
	Councillors reviewed the correspondence and resolved that no further action was required on items which was not already covered on the agenda. The Clerk advised Councillors that she had organised a meeting on Tuesday 8 th November at 2.30pm to discuss highway issues.	
16/265	To notify the clerk of matters for inclusion on the agenda of the next meeting	
	No new items were added for inclusion on the agenda the next meeting.	
16/266	To fix the date and time of the next Ordinary Parish Council Meeting (9th November at 7.00pm)	
	The next Ordinary meeting of the Parish Council will take place on Wednesday 9 th November at 7.00pm in the Village Hall, Firbeck Avenue, Laughton-en-le-Morthen	
	The meeting closed at 9.30pm	

Chairman

Date 9th November 2016

Appendix 1 Correspondence –

Email

16/9/16	VAR Bulletin 25
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Page 4 of 6

Chairman's Initial

Date 9th November 2016

Laughton-en-le-Morthen Parish Council – Minutes 12th October 2016

26/9/16	YLCA Conference Scarborough
26/9/16	Parishioner concerns regarding where High Street is crossed by School Road and Hooton Lane
26/9/16	Neighbourhood Sessions – Rotherham Together Partnership
26/9/16	VAR – Gaining national recognition for your project.
27/9/16	On CPD – Challenge of an ageing population
27/9/16	Kiveton Park Advice Centre – Quarterly update
27/9/16	Voluntary Action Sheffield – ‘Making Sheffield a better place to live’
28/9/16	VAR – Rotherham Compact Consultation Event
30/9/16	Public sector Online – ‘Manual Process’
30/9/16	Dementia 2020 Conference
30/9/16	SLCC Bulletin regarding Referenda principles being invoked for Council tax increases.
30/9/16	Rotherham Joint Parish Council Conference - Wed 9th November
6/10/16	SALTEX Show
6/10/16	VAR – Social Investment
6/10/16	VAR - Newsletter October - South Yorkshire Police and Crime Commissioner.
7/10/16	VAR Bulletin - 28
7/10/16	October Newsletter – South Yorkshire Fire and Rescue
7/10/16	October Newsletter – Friends of the Peak district
11/10/16	Ash Trees – RMBC
11/10/16	VAR - An Audience with... Rotherham Doncaster and South Humber (RDASH)

Paper

None

Appendix 2 - accounts for payment

a. RECEIPTS

27/09/2016	VHMC	£ 325.00
29/09/2016	PRECEPT	£11,862.50
10/10/2016	INTEREST EARMARKED RESERVES	£ 0.65
10/10/2016	INTEREST GENERAL RESERVES	£ 0.80

b. PAYMENTS MADE BETWEEN MEETINGS

30/09/2016	LEAF AND GRASS (LAUGHTON-EN-LE-MORTHEN)	INTERNET BANKING – AUTHORIZED AT MAY MEETING	£ 87.50
30/09/2016	LEAF AND GRASS (BROOKHOUSE & SLADE HOOTON)	INTERNET BANKING – AUTHORIZED AT MAY MEETING	£125.00
30/09/2016	SALARY	INTERNET BANKING AUTHORIZED AT MAY MEETING	£285.90

c. PAYMENTS TO BE AUTHORISED

12/10/2016	BANCROFT PLUMBING AND HEAT (IB)	£ 78.00
12/10/2016	PAYE	£214.40
12/10/2016	SALARY (IB)	£460.72
12/10/2016	EXPENSES	£75.64
12/10/2016	IT ALLOWANCE (IB)	£240.00
12/10/2016	GROUNDS MAINTENANCE - SEPT	£ 227.68
12/10/2016	LOCK FOR PARISH CUPBOARD	£ 9.99
12/10/2016	CLAMPS FOR SIGN	£11.00
12/10/2016	30% DEPOSIT RHCS (IB)	£1332.72