

Laughton-en-le-Morthen

Parish Council

(Ordinary Meeting 8th July 2015)

Present: Councillors Mr T Stanway (Chairperson), Mr P Lilleker (Vice-Chairperson), Mr G Price, Mrs J Leaning, Mr R Thrower, Mr Simon Johnson and the Clerk, Caroline Havenhand. In attendance: retiring clerk, Martin Gourley; Ann Mitchell, LVHMC Chairperson & Parishioners: Mrs Jackie Senior, Mr Wayne Gee, Mrs Jane Gee, Mr Matt Cox, Mr Glynn Senior. Apologies for Absence: None.



51. Recording of Meetings –

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.

52. Apologies

Councillor V sent apologies that she would arrive late and joined the meeting at 7.20pm.

53. Open Forum for Parishioners in Attendance

Residents from one of the houses around the car park attended the meeting with their landlord to express concern over the proposed barrier. The landlord advised that when she bought the house the previous owner had stated that they had always parked at night in the car park and she purchased the house and advised her tenant accordingly. The tenant is now concerned as parking on New Street is very difficult. The Chairman of the meeting explained why the barrier was needed and the council's first concern has to be the safety of the village hall and its users. He said that no access codes would be given to the public and that no agreement existed for parking there with local residents. He did say though that the barrier was not yet certain and that if it went ahead the Parish Council would be mindful of their concerns when making the final decision in terms of times of opening and closing. **Resolved – Parishioners concerns noted and open/closed times to be looked at if barrier goes ahead. Possible release fee, if urgent access out of the car park needed, if parishioners still choose to park there - working around barrier times. Times proposed as possible 11.00pm till 5.00am.**

54. Minutes of the meeting held on 10th June 2015

The minutes were accepted as a true and accurate record.

55. Declaration of Prejudicial & Pecuniary Interests

None declared.

56. Matters Arising from the Minutes

No matters were arising that were not included as an agenda item.

57. Parishioner's Written Requests/Verbal Requests

- Request to put up a bouncy castle in the playground for a first birthday party.
This was a request that needed to be dealt with before the meeting. It was discussed between the clerk and the Chairman of the Parish Council and agreed on the basis that the parishioner took full responsibility for health and safety aspects. **Resolved – Clerk sent letter.**
- Complaint about youths playing on football pitch out of season – This is ruining the work that has been done to reseed the goal areas for the summer.
This primarily appears to have occurred because the posts are still up so they can attach nets to them. Notice to be drafted for field. Clerk to enquire with Council whether seeded area can be fenced over summer. **Resolved – Clerk contacted council and had posts removed for summer and will draft notice. Clerk to enquire with council about fencing the seeded areas.**

58. Items under Review

A) Recreation Ground

i) Playground- Recent inspection findings

The play equipment was last inspected by RMBC on 16th June 2015

- Ball joints wearing –low risk – monitor.

ii) Notice Boards:

- A new notice board location has been suggested in the middle of the village – on the edge of the flower bed, near the phone box. The working party have looked at this and feel the corner could be more beneficial. Councillor X is to speak to the owners of the bungalow on the corner about their preference and report back to the clerk so that she can apply for the appropriate license.
Resolved Councillor X to contact clerk once decision made.
- It was discussed that a general review of the Parish Notice Boards should take place as well as looking at the size and location of those in the Village Hall and recreational grounds as well as what goes on them. They are also looking at what these should be made of – various options were discussed including making one from oak within the village. Councillor X also offered to treat the church one which is in need of oiling. The working party is to continue their work in this respect with a view to getting the new village notice board by the next meeting and having a firm proposal on the other locations for a decision to be made at the next meeting.
Resolved- working party to continue. Councillor X to treat church notice board.
- As an aside it was mentioned that Letwell Parish Council held their Garden Fete on the same day as All saints' Church Summer Fete. Someone from their event came to our village and put notices on the outside of the PC notice board at Church Corner adjacent to the banner advertising All Saints' Fete. It was decided that the clerk should write a polite letter to the Letwell Parish Council asking in future if they could send us any flyers to insert in our notice boards.
Resolved clerk to write to Letwell PC.

iii) Fallen Trees

- In response to resident complaints about the state of trees in the corner of the recreational ground it was proposed that these trees be felled and treated to prevent re-growth. Councillor W is to get quotes and have trees felled. This is to be carried out before September when the next meeting is held. The Cost of the work was approved and proposed by Councillor V and seconded by Councillor Z. All agreed.

Discussion took place about the ash tree behind the VH kitchen. The Clerk had previously obtained a quote (Anderson Tree Care - £750 +vat) to have the tree felled but, at the time, no decision was made to have it felled. Again, Councillors were divided as to whether the tree should be felled or not and it was decided to postpone the decision pending any further complaints.

Resolved – Councillor W to organise removal of shrubs and self-set trees.

B) St John's Road Allotments

- i) Feedback from SJRAS
- ii) Lease arrangements with St Leger Estates (via Savilles)
- iii) Update on Revised Allotment Documentation

The 3 agenda items above are all to be reviewed by a separate working party. The Clerk has chased Saville's to get a copy of a draft 10 year lease for approval; this is now in our hands but, contradicts, in places, the current allotment agreements. The retiring clerk has also done a lot of work drawing up new documentation for the allotment committee to use going forward in the day to day running of the site. As these documents are all interdependent, the working party is to review them and revert to Saville's with suggested changes. Once this is agreed the allotment docs can be finalised.

Resolved – Working party consisting of Clerk, Retired Clerk and Councillor V is to meet to discuss.

- iv) Letter about Asbestos

We now have 3 responses from holders who have Asbestos present in buildings – only one wants it removing. The Parish Council need to give consideration to whether leaving the Asbestos is an option and in this respect will seek some advice from YLCA. There is believed to be other Asbestos that hasn't been hi-lighted. Whilst the advice is being sought the retired clerk is to arrange for the Asbestos to be removed from the allotment that has requested removal. The cost of this will be circa £750. This was proposed by Councillor Z and seconded by Councillor Y and all agreed.

Resolved – 1 Plot of asbestos to be removed and Clerk to contact YLCA with regard to remaining Asbestos.

C) RVS Area Assembly & Parishes Meeting

The assembly met – there have been many changes in personnel and the general initiative was to get people to attend the assemblies and get involved in re-invigorating this forum.

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

It is thought that RMBC have done this so there has been no need for the PC to organise any additional spraying at this time. Clerk to check last date it was sprayed as some weed is visible but it may have been done this week. If not - Andrew (LanGuard Ltd) to be contacted to treat.

Resolved – Clerk to contact council and Andrew if necessary.

Councillor Z mentioned the overgrown area at the end of School Road. A decision was made to get this area cleared as the Parish Council was unsure who should take responsibility for this. It was proposed that we contact Andrew and ask him to clear the area. This was proposed by Councillor V and Seconded by Councillor W and all agreed. **Resolved Councillor Z is to contact Andrew to get this work done.**

E) Village Associations

- i. Brookhouse:

No items to discuss at present other than Brookhouse Dyke that is covered later in the meeting.

- ii. Slade Hooton:
No one present at the meeting
- iii. Carr:
No one present at the meeting.

F) New Website

No work has yet been done to give us full access to the site. The Clerk has chased this up for an update and we have been advised that this will be fully sorted by 1st August 2015.

Resolved – Clerk to provide update at next meeting.

G) Parking Issues at All Saints' School

Following on from last month's meeting, the clerk contacted Mrs Morley (The Head teacher) to see what actions had been carried out since the Parish Council's last discussions with the school to see what could be done about parking problems. Mrs Morley is very supportive of the problem and the children's sign and walking to school/healthy living will be in the curriculum in the spring term. The bike shed is still under discussion and Mrs Morley will ensure that the parking issue is hi-lighted to parents when the new prospectus is done early next year. There is little more that can be done on this issue at this time, so it was proposed that this item be removed from the Agenda for the time being. Proposed Councillor V, seconded Councillor W and all agreed.

Resolved – Mrs Morley has diarised for the actions to be dealt with, remove from agenda at present time.

H) Parish Council Emergency Plan

This has been updated following the elections and is awaiting the insertion of the new councillor before issuing. It has also been updated with further information such as addresses in case communication by electronic means was not possible.

Resolved – Clerk to update plan and issue once new Councillors details known.

I) Co-Option of 7th Councillor

One parishioner applied for the role of Councillor, Mr Paul Green. It was therefore proposed by Councillor V that Mr Green be co-opted into the Parish Council. Seconded by Councillor Y and unanimously agreed. Councillor W abstained as Mr Green is a personal friend. Mr Green is currently on holiday and the Clerk will contact him upon his return.

Resolved – Mr Paul Green appointed as the 7th Councillor.

J) Bank Mandate

The Clerk raised 3 issues on the Bank Mandate

- i) D Bagshaw is still on the mandate even though he retired as a councillor in 2007. The clerk brought a letter to the bank to instruct removal and this was signed in the meeting. **Resolved clerk to send letter to bank.**
- ii) Whilst the current account is two to sign and read only on internet banking the deposit account allows sole signatories to transfer funds. Although there are stricter controls in the Parish Councils standing orders this is not evident to the bank. The clerk felt that both mandates should be identical and it was agreed that the deposit mandate should be changed. Proposed Councillor V, Seconded Councillor W, all agreed. **Resolved – clerk to contact bank for mandate change.**

- iii) The clerk raised that the precepts go into the current account and as such the funds are earning no interest. This has not been an issue in the past as the deposit account was earning little interest but it has now improved. It was felt that at the next meeting the Parish Council should agree an amount to move from current to deposit to enable more interest to be earned.
Resolved clerk to look at budget and recommend an amount for transfer.

59. Police in the Community – PC Andrew Clarkson

Newhall No recorded Crimes
Brookhouse No recorded Crimes
Slade Hooton Hooton Lane. 10/06/15
 Criminal damage to crops by off road vehicle.
Carr No recorded crimes.
Laughton En Le Morthen –

<u>Crime/Location</u>	
St Johns Court 25/06/15	Vehicle Interference see 1.
Laughton J+I School 23/06/15	Criminal Damage See 2.

1. Damage to rear window of vehicle
2. Damage to door lock of the school play bus on the school playground

60. Village Hall Issues

a. Car park & recreation ground improvements

1. Quotes for Car Park Barrier

The Chairman has drawn up a new specification for the system so that we can get three like for like quotes. The Clerk has contacted 6 companies and given them the specification for them to do a revised quotation. Deadline for submission is 14th August.

Resolved -Clerk to obtain Tenders for referral to Councillors.

b. LVHMC Treasurer’s Report and Recent Bookings

Ann Mitchell reported that finances are still well on track. The Bowling club is not running currently due to holiday and health issues but will return in September. However there are a number of parties booked which will compensate for this fall in revenue.

All Saints church is holding their teddy bears picnic in the hall and crockery is being hired to Laughton primary school.

Over the summer holidays – weather permitting – the hall is to be open 1pm till 4pm for refreshments. Flyers have been done to raise awareness of this.

c. Review of 3 Insurance Policies

The Retired clerk has sorted out a new policy for the Parish Council with a separate one for the village hall management covering public liability only – this has led to a cost saving overall. There is a question mark over the Employers liability for the Caretaker which seems to have been missed in the past. Part of the problem is that the VH constitution says they employ him yet the employment contract is with the PC. It was decided that within 8 weeks of the new policy, the Parish Council will review the constitution and once that is settled add the caretaker to the appropriate policy. **Resolved clerk to review constitution and then amend insurance.**

d. Risk assessment

The actions raised in the risk assessment on the Village Hall have been largely completed. The outstanding issue of the padlocked fire door has been resolved – As the room has max capacity of 100 people, two fire doors of at least 750mm is sufficient – As such the padlocked door can be de-commissioned by removing the sign. **Resolved - awaiting removal of signage.**

e. Building Fabric and fittings

- i) Dishwasher still requires plumbing - **Resolved - This has now been completed.**
- ii) Mirror required in ladies toilets – **Resolved – This has now been completed.**
- iii) Urinal invoice- This was £45 and paid by VHMC – **Resolved, no further action.**

f). Quote for new CCTV system

The Chairman has drawn up a new specification for the system so that we can get like for like quotes. The Clerk has contacted 5 companies and given them the specification for them to do a revised quotation. Deadline for submission is 14th August.
Resolved -Clerk to obtain Tenders for referral to Councillors.

61. Environmental Issues

a) Brookhouse Dyke/Sewer

Dennis Haigh (RMBC) has asked the Parish Council whether they will contribute £200 towards the dredging of Brookhouse Dyke. The Parish Council are unclear as to why this is being done and why we are being asked to contribute. There is also a lack of clarity on who owns what part of the dyke and what will happen to the silt that is removed. Councillor V is to arrange a meeting with Dennis to get some clarity – Councillor V will also attend if necessary.

Resolved – Clerk to send email to Dennis Haigh asking him to arrange a meeting with Councillor V

b) Thurcroft Landfill

There is nothing to currently report on this issue other than that the Solar Panels are not going ahead.

62. Finance Report

a. RECEIPTS

26/06/2015	LVHMC	747.50
01/07/2015	BANK INTEREST	6.80

b. PAYMENTS

22/06/2015	DDR CAMPAIGN TO PROTECT	36.00
01/07/2015	RMBC – PLAY INSPECTIONS	288.00
07/07/2015	LEAF AND GRASS MAY	353.00
08/07/2015	HMRC – TAX PAYMENT	328.00
08/07/2015	CLERKS SALARY	277.33
08/07/2015	CARETAKERS WAGES	208.00
08/07/2015	SUNDRY EXPENSES CLERK	34.29
08/07/2015	COMMUNITY FIRST INSURANCE	597.38
08/07/2015	LEAF AND GRASS JUNE	150.00

63. Planning Applications

RB2014/1416 Wind Turbine, Carr

A letter has been sent in to object to this and we still await a date for the consultation meeting.

Resolved awaiting date for meeting.

RB2015/0507 Demolition of dwelling house and removal of outbuilding foundations, erection of two storey dwelling house and renovation of existing outbuilding to form garage/stables at Holme Farm Bungalow, Carr Lane, Carr .

No objections were raised.

RB2014/0999 Erection of agricultural building, anglers facilities, replacement stables and installation of
Appeal fishing pond with associated parking area at
Decision land at East Field Lane
ALLOWED Laughton-en-le-Morthen
29/06/2015 This appeal has now been agreed and plans are going ahead.

64. Consultation Documents

The Clerk has forwarded the following documents to Councillors by email.

11/06/2015	YLCA Admin – Training Events in June/July
12/06/2015	VAR Email Bulletin – General News
16/06/2015	YLCA Admin – The Great British High Street 2015 Competition.
17/06/2015	Lagan’s Foundation Information Day – Children with Complex Needs
17/06/2015	UK Student Property Investment – Invest Connects
17/06/2015	Rotherham United Sunday Car Boots – RUFC Business club
19/06/2015	South Yorkshire Annual Branch meeting – YLCA Admin
19/06/2015	White Rose Update – YLCA Admin
19/06/2015	Lagan’s Foundation Charity Ball - Fundraiser
26/06/2015	VAR Email Bulletin – General News
26/06/2015	Circulation of Emergency Plan by Clerk
26/06/2015	YLCA joint annual meeting 2015 – YLCA invitation
29/06/2015	Rural Service Network (RSN) - Email news digest
29/06/2015	Local Plan Member Drop-in Session 16 July, 2-5pm - RMBC

29/06/2015	VAR – Community Achievement Awards - nomination
03/07/2015	Newsletter issue 1 – South Yorkshire police - YLCA
07/07/2025	VAS – Training Programme
08/07/2015	RMBC – Event Vision For Rotherham

Consultation Documents - Paper

Bancroft Plumbing and Heating – Service offer 23/6/15 – Clerk to contact to take up offer.
 The Pension Regulators – New legal duties 1/7/15 – Clerk to register details by appropriate date
 Groundwork – Working with volunteers to manage green spaces. – Passed to Councillors for reading.

65. Correspondence

Letter to Mr Cox re permission to have bouncy castle on the Car Park 9/7/15
 Letters to companies quoting for barrier to enclose plan and outline compliance with CE
 Safety marks.
 Letter to Bank to remove D Bagshaw from bank mandate.

66. Any Other Business

None

67. Date and Time of the Next Ordinary Meeting

The next Ordinary Meeting will take place on Wednesday 8th September 2015 at 7pm in the Village Hall, Firbeck Avenue, Laughton-en-le-Morthen.

The meeting closed at 10.40pm

Chairman..... Date.....8/9/2015.....