

Laughton-en-le-Morthen

Parish Council

(Ordinary Meeting 9th September 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: retired clerk, Martin Gourley; Ann Mitchell, LVHMC Chairperson & Parishioners: None in attendance. Apologies for Absence: Peter Kenney, LVHMC Treasurer.



68. 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.

69. Apologies

Peter Kenney, LVHMC Treasurer.

70. Open Forum for Parishioners in Attendance

None.

71. Minutes of the meeting held on 8th July 2015

The minutes were accepted as a true and accurate record.

72. Declaration of Prejudicial & Pecuniary Interests

None declared.

73. Matters Arising from the Minutes

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

74. Finishing time of Parish Council Meetings

Councillor V asked that we work to a finish time of 10.00pm latest to allow for traveling home and work commitments the next day. It was discussed and agreed that we would do a regular time check to try and achieve this subject to any issues raised by Parishioners being fully addressed.

75. Parishioner's Written Requests/Verbal Requests

- The Clerk had received a further telephone call with regard to youths building Dens and climbing tress which overlooked the metal fencing. The Clerk advised the Parishioner that the PC would be taking away some of the bushes and branches down there – see item 59iii – The Clerk did advise that the Parish Council does however want to see the recreational ground used and children playing on there and building Dens was part of that play.

- Objections received to planning application 2015/0863 (see agenda item 14)

76. Items under Review

A) Recreation Ground

i) Play Inspections

Report date 23rdth July – High Risk

Risk Level	Issue	Current action
Low	Multiplay Junior – Ball joints wearing	Monitor
Very Low Risk	Cable Runway	No action required – queried why still on, awaiting response
High Risk	Swings – Free ride – rope split spikes prominent	Removed for repair

Report date 17th August – High Risk

Risk Level	Issue	Current action
Low	Multiplay Junior – Ball joints wearing	Monitor
Very Low Risk	Cable Runway	No action required – queried why still on, awaiting response
High Risk	Swings – Free ride – rope split spikes prominent	Removed for repair
Moderate Risk	Swings – Basket type 1 – Rope worn, wire protruding	Removed for repair

Re-inspection date 20th August

Swings had been re-fitted and both issues with swings re-inspected. They have now been moved to very low risk.

- The Free ride swing will not stand another repair – in view of the fact that these can take 3 months to come the Clerk requested permission to order a new swing so that we have it in stock when the other one fails. – Price awaited – Clerk seeks agreement to order providing price does not exceed £350. Proposed Councillor V, seconded Councillor Y and all agreed.

Resolved Clerk to order ‘spare’ swing.

- During inspection decked timber noted as defective – quotes have been requested to replace the defective decking, we are still awaiting one quote and then a decision will be made. To save time the clerk asked if an expenditure limit could be agreed so that once the quotes are in the work can then be started. It was agreed that £500 be allocated for this project. Proposed Councillor V, Seconded Councillor W and all agreed.

Resolved Clerk to obtain further quote and then choose contractor who is to start work as soon as possible.

ii) Notice Boards:

Report from Working Party:-

- A new notice board location has been suggested in the middle of the village. The working party have looked at this and feel the corner of High Street and Hooton Lane would be most beneficial.

Councillor Z has spoken to the owners of the bungalow on the corner and they have no objection to the board. Clerk will now need to apply for an appropriate license.

Resolved Clerk to apply for License. Councillor Z to look for an appropriate notice Boards.

- 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 and then review 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 Z has treated the church board and made an excellent job for which Councillor Y offered his thanks. The working party is to continue their work in this respect looking at –
 - Brookhouse Notice board –removing the build-up of staples
 - Recreation Ground Boards, including one regarding the Football pitch and one regarding climbing netting.
 - Location of Village Hall Notice Boards

Resolved- working party to continue to review with a proposal on a way forward by next meeting. Councillor Z to deal with Brookehouse notice Board.

iii) Fallen Trees

There has been resident complaints about the state of bushes and trees in the corner of the recreational ground, and children climbing on them. It was proposed that some of these be felled and treated to prevent re-growth. Quotes have been obtained at £380.00 plus vat and agreement was sought to this expenditure. Proposed Councillor Y, Seconded Councillor Z.

Resolved – Clerk to arrange for this done be completed.

iv) Playground surface

A query was raised as to whether the Parish Council should put some tyres under the seesaw as its metal legs protrude higher as the CushionFall level decreases – this has not been raised as a health and safety issue on the inspection. This led to discussion as to future proofing the playground by replacing the CushionFall with an alternative play surface material in high wear areas as the CushionFall requires regular replenishment. The Clerk noted that this could be a project we may get funding for in a grant, she is to look into this and see if it would be feasible. **Resolved – no further action at present, clerk to look at funding a re-surface rather than putting new woodchip down next year.**

B) St John's Road Allotments

Report from working Party on allotments and lease.

The working party gave an update on the current position.

- The Lease has been returned to us following our queries on the wording. The Agents have requested a detailed breakdown of what animals and building are currently on the allotments in order that informed discussions can take place with the St Ledger Estates/Agents as to what will be permissible in the new lease.
- The Allotment committee have been sent a letter requesting an audit of each plot to compile the details required above – deadline for full completion 12th October. The Parish Council will visit the site after the audit to sample the forms for accuracy. The Clerk requested volunteers to do this and Councillor V, Councillor V and Councillor T said they were happy to accompany the clerk.
- The YLCA have been provided with documentation and are assisting with legal advice on this.

- The issue of Asbestos will be reviewed in light of information gained on the audit. The tenant of the plot that had requested the asbestos removing is happy to wait for removal at the present time. **Resolved – Awaiting Audit results, Clerk to write to Agents to let them know what is happening.**

C) RVS Area Assembly & Parishes Meeting

Next Assembly 28th September – Councillor T Stanway attending.

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

RMBC have done this twice this year so there has been no need for the PC to organise any additional spraying at this time.

Councillor U reported Brookehouse still has an issue and has not been sprayed. Clerk to contact Streetpride/RMBC to raise this issue. **Resolved – Clerk to make contact re spraying Brookehouse**

Councillor T mentioned the overgrown area on Hangsman Lane near its junction with School Road. A decision was made to get the area cleared as it would tidy the area up and create additional off-road parking near to Laughton J&I school. It was proposed that we contact Andrew and ask him to clear the area. This was proposed by Councillor Y and Seconded by Councillor V and all agreed. **Resolved Councillor V contact Andrew to get this work done.** - Andrew (LanGuard Ltd).

E) Village Associations

- i. Brookhouse: No meeting
- ii. Slade Hooton: No one present
- iii. Carr: No one present

F) New Website

Work complete – **Resolved Clerk to delete from future agenda and write to local schools and church to let them know we can advertise events for them on the website if they forward us a PDF.**

H) Parish Council Emergency Plan

A new copy of the plan was handed out. Councillor T advised that his number had changed.

Clerk to amend and circulate plan again, printing copy of new page for next meeting.

Resolved – Clerk to update and circulate.

I) Mandate

- D Bagshaw has now been removed
- The mandate change has still not been actioned by Santander – this has been escalated as a complaint.
- Transfer of monies to savings account to be review once costs of Barrier and CCTV agreed.

Resolved – Clerk to continue to monitor

J) Standing Orders

An Email had been circulated from YLCA advising of a recommended change to standing orders based on new rules for councils when contracting works over 25k. Although it was felt that this was unlikely to be applicable unless major works were done to the Village Hall the Parish Council will amend the standing orders to comply with the new rules. Proposed Councillor Y, seconded Councillor V and all agreed.

Resolved – Clerk to update Standing Orders and circulate new copies.

77. Police in the Community – PCSO Andrew Clarkson

Newhall - No recorded Crimes

Brookhouse

<u>Crime/Location</u>	<u>Burglary Other</u>
Main St	Shed break

Slade Hooton – No recorded crimes

Carr – No recorded crimes.

Laughton En Le Morthen –

<u>Crime/Location</u>	
St Johns Rd	Criminal Damage to bus stop

Other Issues:

1. Numerous Noise Complaints in Laughton.
2. Reports of off road motorcycles in the area of Carr

78. Village Hall Issues

a. Car park & recreation ground improvements

1. Quotes for Car Park Barrier

A number of quotations have now been received for the barrier and filtered down to two.

Priorities have been identified and decision proposed is to go for -:

- Timer to open morning and night
- Exit loop to open from inside
- Controller for village hall

This reduces the costs as we believe some of the features we don't need to gain our objective of keeping the car park secure after dark. We will now revisit the two lowest quotes and see which will best meet our needs, in terms of quality, features and pricing. This strategy was proposed by Councillor Y and seconded by Councillor V and all agreed. It was agreed, using this

Strategy, that the working party could make a decision and instigate the work providing the total spend on CCTV and barrier did not exceed £10k. **Resolved – working party to take forward.**

b. LVHMC Treasurer’s Report and Recent Bookings

The Treasurer sent a report that things are ‘ticking along nicely’. The Café took £385 over the summer months though Ann will need help from volunteers going forward. Bingo is on hold as Ann is looking into how to run this. “Knit, Stitch & Natter” ladies are putting a book of recipes together to raise funds so anyone with any tried and trusted recipes please send to Ann. Offerings of wine and chocolates would be gratefully received to raffle at the Fashion Show on 7th October.

At the LVHMC Meeting the revised constitution was agreed, the changes were then put to the Parish Council. These were to reflect the fact that the Parish Council employed the Caretaker rather than the village hall and to agree a management fee to cover this service. This will be payable monthly by the LVHMC to the PC rather than the invoice system at the moment. It also clarifies who pays what in regards to the costs of the Village Hall. It was proposed by Councillor X that these changes be accepted and seconded by Councillor Y and all agreed, the Chairman then signed the document. **Resolved Constitution amended.**

c. Insurance Policies /Employee Liability

Policies and refund promised next week. Employers’ liability on Alex to be added after receipt. **Resolved – Clerk to awaiting documents and then contact for additional employee**

d. Risk assessment

Fire Sign now down – **Resolved - This item can be removed from the Agenda.**

e. Building Fabric and fittings

Previous work completed.

Ann reported that there are problems with the oil filled radiators leaking in the boys changing room and on the corridor. Councillor Y and Councillor Z offered to sort this. Both radiators to be removed with a new convection, timer radiator, to be put in boys changing room. It was proposed that a maximum spend of £50 be made on this in view of the fact that the PC are still looking at upgrading the heating in that end of the building. Proposed Councillor T, seconded Councillor V and all agreed. **Resolved – Councillor Y and Councillor Z to sort radiators with assistance from Martin Gourley, retiring Clerk.**

f). Quote for new CCTV system

Quotes have now been received – there are two choices of system TVR and AHD and we are getting conflicting information on which seems to be the most futureproof. We are also looking at the budget to see which cameras are most cost effective to replace as the cherry picker will be needed for the car park camera’s so it may be best to do them all in one go. Contractors have been filtered down to two and working party to arrange a demo with the contractor that we have not as yet seen, to get further clarification. Councillor V is to join the working party for this.

Resolved Clerk to arrange a further demonstration.

g.) Bins.

Ann raised the fact that we appear to have three dog waste bins and one normal bin on the recreational ground and this isn’t sufficient. The retired Clerk confirmed that there should be three normal bins but it appears the council are putting red bags in two litter bins and hence the bins are being used incorrectly. The official dog bin is broken. Councillor T confirmed there is a spare unused bin at the

church that can be brought down. It was agreed that the spare bin be moved to the recreational ground and the clerk contact the council to get the bins accurately labelled with the right bags in and the broken bin replaced. **Resolved – Councillor T to re-locate bin, Clerk to contact council.**

h) Football Pitch

Since the Posts are back we again have a large group of lads coming and playing organised games on the pitch. They have looked at the website and insist they can play as it is recreational ground. Clerk to speak to YLCA and see if there is a notice that can be put on the website as the recreational ground is really the general field and play area. The pitch itself is rented to a local team and needs to be kept in reasonable condition. **Resolved – Clerk to speak to YLCA to seek advice.**

79. Environmental Issues

a) Brookhouse Dyke/Sewer

A meeting has taken place between Councillor U and Denis Haigh (RMBC). It appears that The Travellers pub have been allowing debris from the willows to fall into the Brooke and RMBC are currently liaising with owners, Green King , to get this removed.

Resolved – Councillor U to continue to keep PC updated on situation with Dyke.

b) Thurcroft Landfill

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

80. Finance Report

a. RECEIPTS

15/07/2015	ALLOTMENT RENTS	80.00
15/07/2015	VHMC	520.00
01/08/2015	BANK INTEREST	7.02
19/08/2015	VHMC	260.00
01/09/2015	BANK INTEREST	7.02

b. PAYMENTS

08/07/2015	LEAF AND GRASS	150.00
15/07/2015	RMBC GROUND MAINTENANCE	187.85
15/7/2015	ANNUAL WEB SITE FEE	69.00
20/07/2015	SAVILLE'S ALLOTMENT RENT 6M	225.00
03/08/2015	HOBSON'S NURSERIES CARR BASKETS	264.00
06/08/2015	CARETAKERS WAGES	208.00
06/08/2015	CLERKS WAGES	246.33
09/08/2015	WEBSITE CHANGES FINAL PYMT	376.80
10/08/2015	RMBC ELECTION COSTS	134.52
14/08/2015	RMBC GROUNDS MAINTENANCE	187.85
14/08/2015	BANCROFT PLUMBING VH BOILER SERVICE AND CERT.	144.00
14/08/2015	YLCA DIVIDERS	15.12

17/08/2015	LEAF AND GRASS	165.00
07/09/2015	CARETAKERS WAGES	208.00
07/09/2015	CLERKS WAGES	246.33
07/09/2015	CLERKS EXPENSES	43.47
07/09/2015	YORKSHRE WATER DDR	10.99

81. Planning Applications

RB2014/1416 Wind Turbine, Carr

RB2015/0863 Change of Use of Land – 29 Grangewood Road

Objection submitted on behalf of Parish Council on use of land as business premises in a Green Belt area. We have asked that the Chairman be invited to any meeting with the Management Control Board.

RB 2015/1118 Non- Material alteration to application 2014/1243 -110 St John’s Road

Door alteration. No objections raised.

RB 2014/1511 Building Development at Thurcroft – Letter of objection sent to planning re Sewerage problems.

RB2015/0507 Holme Farm Bungalow , Carr Lane, Carr – Demolition of existing Bungalow and erection of new detached dwelling. No objections raised.

82. Consultation Documents

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

7/7/2015	Voluntary Action Sheffield – New Training Programme
8/7/2015	RMBC – Invitation to Commissioners Roadshow 16 th July
8/7/2015	AJD Fencing - Advertisement
9/7/2015	RVS Area Assembly – Advise that they are now on Twitter
10/7/2015	VAR Email News Bulletin 10-15 th July
11/7/2015	Billingley Christmas Trees - Advertisement
16/7/2015	Voluntary Action Sheffield – Newsletter July 2015
16/7/2015	Message from Clerk to confirm appointment of Paul Green as a Councillor
16/7/2015	Circulation of Updated Emergency Plan
17/7/2015	VAR Email News Bulletin 16-17 th July
23/7/2015	YLCA Invite, event 14 th August – Rural Solutions for living well with
24/7/2015	VAR Email News Bulletin 17-24 th July
24/7/2015	Friends of the Peak District – Summer Newsletter
27/7/2015	YLCA – Grants and Funding Special Bulletin
29/7/2015	YLCA – Good Neighbour Scheme
30/7/2015	South Yorkshire Fire and Rescue – Members briefing Aug 15
31/7/2015	VAR Email News Bulletin 18-31 th July
03/08/2015	VAR Email News – Rotherham MP’S to meet with Voluntary and Community
04/08/2015	RMBC – Advise of online consultation for those not attending Commissioners
05/08/2015	Voluntary Action Rotherham – Community Achievement Awards
06/08/2015	RMBC – Notification of planning appeal – land at The Crescent, Thurcroft

07/08/2015	VAR Email News Bulletin 7-19 th August
13/08/2015	Action For Children – fundraising request
17/08/2015	VAR Email News Bulletin - Community survey
18/08/2015	YLCA – Course – develop your skills as a councillor
18/08/2015	Voluntary Action Sheffield – Newsletter August 2015
18/08/2015	RMBC – ‘My mind matters’ website
20/08/2015	Planning Progress UK – Neighbourhood development plans
20/08/2015	Lagans Foundation charity Ball
21/08/2015	VAR Email News Bulletin 21st August
21/08/2015	VAR Applications for Rotherham Together Partnership
21/08/2015	Voluntary Action Sheffield – Mental health awareness event 14 th September
24/08/2015	RMBC Bank holiday closure notice
25/08/2015	YLCA – Ballot RMBC/Local councils joint working party
26/08/2015	YLCA – Public Contracts Regulations – STO Amendment
26/08/2015	RMBC – Efficiency North Investment Fund
28/08/2015	VAR Email News Bulletin 22-28 th August
28/08/2015	YLCA – Understanding the planning system – training course
28/08/2015	Campaign to protect Rural England – Newsletter
04/09/2015	VAR Email News Bulletin 23 rd - 4 th September
04/09/2015	Advertisement – South Yorkshire Knot weed control
07/09/2015	VAR – Workshop understanding Lottery Funding.
08/9/2015	South Yorkshire Fire and Rescue – Members briefing September
08/09/2015	Rother Valley Area Assembly Invite

Consultation Documents - Paper

VAR Sheffield Training Programme 2015/2016
 LCR Magazine Autumn 2015
 YLCA Annual Review 2014/2015
 Countryside Boy – Campaign to Protect Rural England Summer 15

83. Correspondence

Letter to Allotment society to request an audit of the various plots by the Inspection Committee.

Letter to Saville’s to respond to suggested lease wording.

84. Review of Clerks Hours/Payment to Outgoing Clerk

Councillor Y raised the issue of whether the Clerks hours set at 6 hours per week was accurate and a fair reflection of workload. This was discussed as the Clerk is working considerably more than this at present in view of additional workload with the lease, allotments, barrier and CCTV. It was proposed to increase the hours to 10 hours per week with immediate effect. This will be reviewed in 6 months’ time and in the interim the clerk will keep time sheets. Proposed Councillor V seconded Councillor X and all agreed.

Resolved – Clerks hours to be increase to 10 per week and time sheets kept.

A final payment was needed to the outgoing Clerk – It was proposed that a payment of one months Salary, plus the outstanding 9 months IT and telephone allowance of £180 be paid. Proposed Councillor V, seconded Councillor X and all agreed. **Resolved Clerk to arrange payments and P45.**

85. Any Other Business

Due to his move to Cumbria this will be Martin’s last meeting. Councillor Y offered thanks on behalf of the Parish Council for all his hard work and support.

The gas safety certificate from Bancroft’s has not been sent and needs chasing.

86. Date and Time of the Next Ordinary Meeting

The next Ordinary Meeting will take place on Wednesday 14TH October 2015 at 7pm in the Village Hall, Firbeck Avenue, Laughton-en-le-Morthen. Councillor Y sends his apologies for the next meeting - Councillor V will be chairing.

The meeting closed at 9.40pm

Chairman.....

Date.....14/10/2015.....