

# Laughton-en-le-Morthen Parish Council

(Ordinary Meeting 8<sup>th</sup> January 2014)



Present: Councillors Mr T Stanway (Chairperson), Mr P Lilleker (Vice- Chairperson), Mrs J Robinson, Mr S Johnson, Mr K Evason, Mrs J Leaning and Martin Gourley (Parish Clerk).

Apologies: Councillors Mr P Shackley, and PC Shaun Rhodes. In attendance: Mrs S Brooks, Brookhouse resident; Mr R Thrower, Laughton-en-le-Morthen resident; Mr S McDonald, Slade Hooton resident and Peter Kenny, Laughton-en-le-Morthen resident.

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

No new issues were raised.

## **106. Minutes of the meeting held on 11<sup>th</sup> December 2013**

**Resolved:** The minutes were accepted as a true and accurate record after the following amendments:

1. Item 969(i) Roche Abbey Christmas Walk. Resolved: A new management committee ~~has been~~ is to be set up.
2. Item 96 (m) Ash Dieback Disease. The addition of: “The chairman thanked Mr. Thrower for his research and asked that the information be included in the documents for circulation.”
3. Item 98 (e) Floor Polishing Machine. Councillor Y had already circulated the specification of the proposed polishing machine to councillors to enable a decision to be taken during the next week. This ~~will~~ enabled a the machine to be purchased and in place as soon as possible.

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

None declared.

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

Nothing other than Items under Review in section 6 was raised.

## **109. Parishioner’s Written Requests**

There were no written requests.

## **110. Items under Review**

### a) Use of Recreation Ground

#### (i) Football Team

It is believed that more games are being played than listed on the fixtures list. Councillor N supplied the fixtures list and also suggested that the Clerk checked the results website at [www.thefa.com](http://www.thefa.com) (Sheffield & District Junior League) to confirm the number of official matches being played on Wednesdays, Saturdays and Sundays.

**Resolved:** The Clerk will compare pitch fee receipts against fixtures listed at [www.thefa.com](http://www.thefa.com)

(ii) Playground

The Clerk has not yet received a quotation the replacement parts (Supplied by Kompan) for the playground equipment. Keith West has previously requested Stewart Kenny (RMBC) to expedite the matter as the Council wish the parts to be fitted as soon as possible. The Clerk has now received an email from Stewart Kenny stating that he is meeting with the regional manager of Kompan week commencing 13<sup>th</sup> January and will raise the issue. **Resolved: The Clerk will find out the outcome of the meeting.**

Sam Brooks said that she would find out if it is possible for the PC to purchase the replacement parts direct from Kompan and check on any restraints in fitting them. **Resolved: Sam to report her findings at the next meeting.**

The Clerk had previously been waiting for a quote from Groundwork Creswell regarding dressing and possible topping up of the Enviromulch. Sam Brooks has received a quote of £1356 inc. VAT & delivery for 65m<sup>3</sup> from Gifford's Recycling Limited. **Resolved: The Clerk will compare the quoted price with that paid in 2011.**

(iii) Request for tree clearance – Rear of Doleswood

The request for tree clearance has been resolved due to the recent high winds blowing some trees down and RMBC clearing the site. **Resolved: No further action.**

b) Parish Planting Scheme

To be discussed in March 2014

(i) Laughton-en-le-Morthen

(ii) Brookhouse

(iii) Slade Hooton

(iv) Garden to rear of pensioners' bungalows

Councillor N received a quotation from Jon Shaw with the suggestion that work is carried out in the spring. **Resolved: The matter will be discussed further at the April meeting.**

c) St John's Road Allotments

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

The clerk received a reply from Emma Stead in response to the request for the re-drafted lease. It is hoped that the draft will be sent out soon but it has not yet been received. **Resolved: Awaiting new lease.**

(ii) The Clerk has written to the Chairperson of the Society to advising her that the rent is to be increased to £20 pa.

(iii) The Clerk will carry out an inspection of the allotments on the 11<sup>th</sup> January to ensure that they are being worked and issue any appropriate letters prior to collecting rents in April. **Resolved: The Clerk is meeting Michelle on 11<sup>th</sup> January and will send letters to tenants as appropriate.**

d) RVS Area Assembly & Parishes Meeting

Nothing to report. The next meeting is on Monday 13<sup>th</sup> January 2014

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

To be reviewed later in the year.

f. Village Associations

Brookhouse:

Simon McDonald has received the invoice for the skip used during the November litter pick and passed it to Sam Brooks for payment. **Resolved: Sam Brooks to make the payment.**

Slade Hooton: nothing further to report.

Carr: The Carr village hall insurance premium is due in January.

g. Streetpride

(i) Dog fouling on recreation ground

Incidents of dog fouling should continue to be reported to StreetPride. **Resolved: The matter continues to be reported to Streetpride.**

See Item 112 [c] below about the proposed Dog Control Order.

h. Website design and quotation

Sam Brooks reported that work on the new website is now 70% complete and gave the URL, login ID and password so that progress may be monitored.

**Resolved: Sam Brooks to provide a progress report at the next meeting.**

i. Roche Abbey Christmas Walk 2013

Councillor H reported that the event was well attended given the extremely windy conditions on the day (220 walked from Laughton). £372 was donated to Bluebell Wood Children's Hospice. 19 members of

Todwick Rambler's Club joined the walk and club members offered to help by leading future walks and providing financial assistance.

Invoices from DB Entertainment, Thurcroft Welfare Band and English Heritage have been paid (see accounts below).

Councillor Y suggested that, in view of dwindling attendance in recent years, the walk is advertised, early, as widely as possible. Future events are to be organised by a new committee, independent to Laughton Parish Council, who will set up a bank account and funding will not be passed through the Parish Council bank account. **Resolved: A new management committee is to be set up.**

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

Mr Thrower had previously expressed concern that there has been no further progress on the school parking issue in relation to an open meeting. He has seen a PCSO on site on one occasion but it had not appeared to have had much of an effect. The clerk has previously spoken to 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.

There has been no response from Mrs Burtoft about the request for a meeting. Drivers continue to park inconsiderately or illegally, even on the yellow zig-zag line. The Clerk has written to Mrs Burtoft, requesting a meeting with herself and the School Governors and also contacted PC Shaun Rhodes about the ongoing situation. No reply has been received from Mrs. Burtoft since the beginning of the new school term but PC Rhodes has arranged for a PCSO to patrol the area. A PCSO and RMBC's parking surveillance van have been seen in front of school since the new term started. The Clerk suggested speaking face-to-face to Mrs Burtoft if no reply to his letter is received within two weeks. **Resolved: The Clerk to pursue a meeting with Mrs. Burtoft and School Governors.**

#### k. Newsletter Distribution

Nothing discussed.

#### l. Risk Assessment Review

The risk assessment for the operation of the Village Hall is currently being reviewed by Simon McDonald. Councillor H raised concern that there is no longer a telephone line in the hall to use in case of a fire. It was thought that it would be likely that a mobile phone would be available when the hall is in use but a procedure, in case of lone working or if no mobile phone was available, needed to be considered. Councillor

H also suggested that a combination lock be used on the “crash-bar” fire door to obviate the need to provide a key to anyone or group using the hall.

**Resolved: Simon McDonald continues to review the risk assessment.**

m. Ash Dieback Disease

Mr. Thrower has researched the spread of and how to identify Ash Dieback Disease. He reported that the closest confirmed case is on the north bank of the Humber and has produced an information sheet on how to identify the disease. Any suspected cases should be reported to the Forestry Commission.

The chairman thanked Mr. Thrower for his research and asked that the information be included in the documents for circulation. **Resolved: The Clerk will circulate the document at February’s meeting.**

**111. Police in the Community**

a. Crime figures

Crime figures covering the period 12<sup>th</sup> December 2013 to 8<sup>th</sup> January 2014 were supplied by PC Shaun Rhodes.

Newhall – no recorded crimes.

Slade Hooton – no recorded crimes.

Brookhouse – no recorded crimes.

Carr – no recorded crimes.

**Laughton-en-le-Morthen** – 3 recorded crimes:

<u>Crime/location</u>	<u>Burglary Other</u>
<u>High Street</u>	1. <u>22/12/2013</u>
<u>St. John’s Road</u>	2. <u>22/12/2013</u>
<u>School Road</u>	3. <u>03/01/2014</u>

1. Building under renovation entered and power tools stolen.
2. Hinges to garden shed removed, entered and various tools stolen.
3. Outbuildings entered, nothing stolen.

**112. Village Hall Issues**

a. Energy Saving Suggestions

Mr McDonald has been advised that the village hall is deemed to be “commercial property” which may preclude its illegibility for financial support deals such as the Offset Deal. He remains in discussion with Paul Maplethorpe Affordable Warmth & Sustainable Energy Coordinator, RMBC about other possibilities of financial support. **Resolved: Mr McDonald continues discussions.**

b. Caretaker’s Role

Over the Christmas period the village hall caretaker has spent additional time cleaning the floor. He has used the new floor polishing machine to strip the old polished surface off and apply new sealant. Councillor Y and others commented on the improvement that this had made to the surface. The Clerk was asked to find out how much additional time had been spent on the floor so that the PC, rather than the VHMC could bear the cost of the additional time. **Resolved: The Clerk to ask Alex.**

c. Car park & recreation ground improvements

Dog fouling continues on the car park, recreation area and football fields. Sam Brooks has previously presented the requirements for implementing a Dog Control Order, as indicated in the DEFRA pamphlet, to the meeting. Councillors have previously made a number of suggestions which could be used as evidence why the order is required. Councillor Y asked the (new) Clerk to progress the application. It is hoped that the application has progressed sufficiently for it to be advertised in the next parish council newsletter.

**Resolved: The Clerk will progress the application.**

Car Park Barrier: Councillor Y has not yet 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.

**Resolved: The matter will be pursued at the next meeting.**

d. Hand wash units & combi-boiler

Councillor K has arranged to meet PC Kelly Plumbing & Heating on 14<sup>th</sup> January to discuss the installation of three hand-wash units including the necessary electrical and plumbing required. Councillor Y and Sam Brooks will also attend. **Resolved: PC Kelly is attending on 14th January 2014**

e. Floor polishing machine

The new floor polisher is now in service and working well. Nothing further discussed.

f. VHMC Treasurer

On Monday 6<sup>th</sup> January Mr. McDonald attended his first VHMC meeting since being elected treasurer. He reported that the village hall made a £1748 loss in the previous year, which was covered by reserves. Income from the now regular band practise night and a booking for a private party in February will go towards reducing the deficit. To attract more interest in hiring the hall the hourly rate has been reduced to £10/hour and discussion took place on how to maximise bookings.

Councillor Y also suggested converting the unused shower area into a secure document storeroom. Mr. Thrower suggested creating more storage space, possibly under the stage, to offer to groups as an incentive to regularly hire the hall.

Currently there is no “contents insurance” in place for the village hall and anyone/groups hiring the hall need to be advised.

The VHMC are to increase their meetings to every 1<sup>st</sup> Wednesday in the month. Peter Kenny, a previous VHMC member is going back onto the committee. Sam Brooks has offered her support.

It was suggested that the new rates for hiring the village hall be advertised in the relatively new local magazine “YourMag” (current circulation 15,800 homes and businesses). Sam Brooks said that the magazine is not delivered to household in Brookhouse. **Resolved: The Clerk will find out the advertising rates and request that the magazine is distributed to our hamlets.**

#### g. Village Hall Cooker

Councillor K has arranged to meet PC Kelly Plumbing & Heating on 14<sup>th</sup> January to discuss any remedial work required to make the existing gas cooker meet current ventilation specifications. Councillor Y and Sam Brooks will also attend. **Resolved: PC Kelly is attending on 14th January 2014**

#### h. Village Hall Security

Councillor Y said that he was aware of legal cases where the quality of CCTV images had not been good enough to secure a conviction and raised concern about the quality of the village hall system. Councillor K has been in contact with Riber but hasn't received a quote yet. To ensure that the Riber quote is competitive alternative quotes from ITS Sheffield and Dougie Hopkins will be obtained.

**Resolved: Councillor K will pursue the quote for new cameras from Riber.**

It was suggested that a timed light be fitted above the main door/gate.

**Resolved: Councillor K will ask PC Kelly to include this when quoting for the cooker work.**

#### i. Defibrillator

Sam Brooks has researched the cost of purchasing a defibrillator. There are a number of makes on the market at circa £1100. Councillor H asked about servicing requirements. One model had a standby life of 4 years. Councillor Y offered to arrange for a guest speaker to give a presentation to the PC on defibrillators and the First Responder scheme. **Resolved: Councillor Y to arrange a presentation.**

## **113. Environmental Issues**

### a) Brookhouse Dyke

Councillor A reported that the brook is currently running alternately clear and grey; a different colour to the ongoing issues in relation to the discharge of water from the development site at Thurcroft. RMBC are going to clear out the culvert that runs under the road to improve the flow rate. The contact details at RMBC for this matter remain the same.

#### b) Thurcroft Landfill

Councillor A reported that there are no foreseeable plans for Thurcroft Land Fill site. The subsoil from the nearby motorway central reservation alterations continue to be tipped at the site by arrangement. The next meeting is on 7<sup>th</sup> May 2014.

### **114. Finance Report**

#### **a) Income Received and Accounts for Payment**

Income:

- Interest on savings £1.40
- VAT refund £1033.97

Expenditure:

-DB Entertainment	Roche Abbey PA system	£110.00 PD
-Thurcroft Welfare Band	Roche Abbey event	£250.00 PD
-English Heritage	Roche Abbey event	£100.00 PD
- Clerk salary		£177.88 PD
- Caretaker salary		£222.04 PD
- RMBC	Grounds maintenance Dec 2013	£179.17 PD
- Paul Harrison	Gutter repairs	£120.00 PD

b) VAT claim 30.11.13 for £1033.97 has been paid into the bank

c) Change of signatories. **Resolved: Councillor Y and K will provide Sam Brooks with a copy of their driving license and a recent utility/council tax bill.**

d) It was agreed at December's meeting that the precept allocation to hamlets should be reduced from £35 to £30 per household. A letter needs to be sent to the Chairperson of each association. **Resolved: The Clerk will send letters to the Village Associations.**

e) At December's meeting Sam Brooks presented budgets for 2012-13 and 2014-15. With an expected income of £28,796 and expenditure of £26,272 this year's year end outturn is expected to be £2,524.

Predictions for 2013-14 are Income £29,710, expenditure £29,109 and year-end outturn £600.

The Clerk has received a letter from RMBC stating that the PC has been awarded a grant of £2536 and that the precept request must be received before 7<sup>th</sup> February. As the PC has cash reserves in the bank it was agreed that the PC should request the same level of funding as last year: a total of £22408 for 2014/15.



Councillor K proposed that the Clerk requested this amount. Councillor I seconded the proposal and all Councillors present agreed. **Resolved: The clerk will request a precept of £19,872 and the grant of £2536 totalling £22408.**

### **115. Planning Applications**

No new applications

### **116. Consultation Documents**

- a. Rother Valley S. Area Assembly Meeting – October 2013.
- b. Rother Valley S. Area Parishes Meeting – December 2013.
- c. YLCA – Guidance for Councils on weekly bin collections.
- d. YLCA – Outdoor Gym Equipment.
- e. YLCA – Bulletin w/c 23 December 2013

### **117. Correspondence**

- a. RMBC Precepts, Council Tax Base & Grants.
- b. YLCA: Response to item (a) above.
- c. PC Shaun Rhodes – parking.
- d. Andrew Lee Streetpride – parking.
- e. Crime figures.
- f. Stuart Kenny – Escalating lack of response from Komplan.
- g. Football Fees cheque 3/11-22/12

**Resolved: Each item was read out at the appropriate time in the meeting.**

### **118. Any Other Business**

Nothing further discussed.

### **119. Date and Time of Next Meeting**

That the next Ordinary Meeting will take place on Wednesday 12<sup>th</sup> February 2014 commencing at 7.00pm in the Village Hall, Firbeck Avenue, Laughton-en-le-Morthen.

The meeting closed at 09.50pm

Chairman.....

Date.....