

Laughton-en-le-Morthen

Parish Council

(Ordinary Meeting 11th March 2015)

Present: Councillors Mr T Stanway (Chairperson), Mr P Lilleker (Vice-Chairperson), Mrs J Leaning, Mr K Evason, Mr S Johnson and Martin Gourley (Parish Clerk). In attendance: Ann Mitchell, LVHMC Chairperson; Mr P Kenney, LVHMC Treasurer; Mr. R Thrower & Mr. Greg Price, Laughton residents. Apologies: Councillors: Mrs J Robinson.



136. CCTV Demonstration

Neil Machin of Central Electrical demonstrated his proposed solution for the refurbishment of the VH CCTV security system and answered questions. He has not included replacing the cables from the towers in his quotation but believes that they will carry high definition images. There are currently 13 cameras installed and the solution would accommodate 16. The possibility of installing two cameras inside the VH and one on the proposed entrance barrier was suggested. The system has a software facility that allows searches of recorded events to identify when an incident took place e.g. the removal of a piece of property.

Councillor W thanked Mr Machin on the PC's behalf.

Riber are to demonstrate their proposed solution at the beginning of the next PC meeting.

137. Open Forum for Parishioners in Attendance

i) Representatives of the Allotment Society Committee attended the meeting held in February and said that tenants were becoming hostile towards the Committee due to the PC's decision to enforce the rule about unauthorised buildings (Section 3 P) and asked the PC to attend the Allotment Society's AGM, on a date to be decided, to confirm that the PC is enforcing the rule. Additionally, some specific questions were asked:

Can metal roofs be replaced with another metal roof?

Can caravans remain until all other metal structures have been removed?

Would the PC check every plot for metal structures?

Ms Thompson advised the PC that she confirms each year to the Society's insurance company that the tracks are in reasonable repair.

All tenants must sign an agreement to abide by the 'Rules applying to St John's Road Allotments'. The Rules require the St John's Road Allotment Society to set up an Inspection Committee that has responsibility to confirm that the rules are being complied with. The PC has suggested changes and additions to the tenancy rules to set out in more detail the consequences of not complying with the rules. Since last month's meeting the Allotment Society Committee has responded to the proposed changes in a way that indicates that the PC should have responsibility for carrying out inspections and the day-to-day running of the allotment site.

Councillors discussed the various issues raised by the Allotment Society Committee. It was determined that only about 20% of tenants live in Laughton Parish and Councillors agreed that it is unfair that the precept collected from Laughton Parishioners should be funding the management of the allotments given that about 80% of tenants live outside of the parish. It was proposed by Councillor W that the PC meet with the Allotment Society Committee and members and reinforce that the day-to-day management of the allotments is the responsibility of the Society. It was further proposed by Councillor K that the PC continues to pay for the

lease but allows the Allotment Society to collect and keep rents in return for the day-to-day management of the allotments and payment of the site water bill. Seconded by Councillor S. All in favour.

Resolved: After discussion the PC decided that a date after the next PC meeting would be agreed to meet with the Allotment Society and Tenants to set out the proposals.

ii) Sally Shepard, a Brookhouse parishioner, reported that the sewer running through Brookhouse overflows and contaminates the road and adjacent dyke during heavy rain or when snow melts. Initially the problem was at the west end of the village but the problem has worsened and effluence now leaks from manholes in the east end. She was concerned about the inadequate responses that she had received from Severn Trent Water dating back to August 2000. The PC has already expressed concern about the additional loading on the sewer caused by building developments in Thurcroft and has reflected this in a recent response to a planning application. On 19th July 2014 sewage was flowing onto the road for 5 hours. The PC agreed to support her efforts by raising the issue in writing with Severn Trent Water, RMBC and the Environment Agency in an attempt to get the ongoing problem resolved.

Coincidentally, Dennis Haigh, RMBC Enforcement Officer (Drainage) has contacted the PC regarding drainage issues in Brookhouse and is attempting to identify the owner of certain land to gain permission to carry out works to improve the flow of the dyke. It was agreed that Miss Shepard and Councillor N, who are both aware of a number of land-owners in the village, and the Clerk will seek a meeting with Mr. Haigh and other appropriate people.

Resolved: The Clerk reports back to the PC.

138. Minutes of the meeting held on 11th February 2015

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

139. Declaration of Prejudicial & Pecuniary Interests

Councillor S declared an interest in the discussion regarding the ring-fenced money allocated to the Laughton Bell Ringers for the improvements to the bells at All Saints' Church.

140. Matters Arising from the Minutes

i) Notice Board: A parishioner has requested that a noticeboard be erected at the High Street/Hooton Lane crossroads to advertise PC business and VH events. The Clerk has requested permission to have a noticeboard erected at the side of the Royal Mail post box on the wall of 13 High Street and subsequently on land at Autotronix Garage but the requests have been declined for the respective owners.

Resolved: To be dealt with at the next meeting.

ii) Election: Parish Councillor Nomination Forms were distributed at the meeting. The Clerk has spare packs of forms for anyone requiring one.

Resolved: Anyone requiring a nomination form should contact the Clerk or RMBC Elections Dept.

iii) The Clerk's resignation: The Clerk has already received 9 applications for the vacancy and the closing date is 31st March. It was agreed that a paper sift would be carried out by Councillors N, W and K.

Resolved: A paper sift will take place after 31st March and a shortlist for interview will be drawn up.

141. Parishioner's Written Requests

A request for equipment to carry out a litter pick in the Carr area has been received from parishioner Christina Orange. The Clerk has arranged for RMBC to supply the necessary equipment and collect the rubbish bags

Resolved: The Clerk will liaise with Neil Archer, RMBC Leisure and Community Services.

142. Items under Review

A) Use of Recreation Ground

The play equipment was last inspected by RMBC on 18th February 2015.

Findings:

- a) Low risk. Some areas of bark a little low.
- b) Low risk. Zip wire – new bush required.

When the weather improves and the playground usage increases the bark will be raked. Prior to the meeting the Clerk contacted Mr. Kenny, RMBC, who thought that the bushes had been replaced on the zip- wire. Mr Kenny said that he would confirm that the work had been carried out and re-issue the inspection report if need be.

Resolved: The Clerk will liaise with Stewart Kenny, RMBC regarding existing and future repairs.

B) St John's Road Allotments

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

The PC has still not received the new lease. The Clerk has sent a polite letter to Saville's requesting the new lease. **Resolved: Awaiting new lease.**

ii) The asbestos store is becoming full. The Clerk has obtained a quote from C. H. Middleton of Doncaster who will charge £250 per load + £280 per tonne (minimum £112/400Kg) for disposal and £56 for the consignment note/administration. The Clerk will agree a collection date and ask the Allotment Society to ensure that all known asbestos is brought to the store ready for collection.

Resolved: The Clerk will agree a collection date with contractors and advise allotment tenants of the date in the letter due to be sent regarding rent collection dates.

iii) Mr. M West, plots 80-87, demolished several unauthorised buildings but some remain. There is no sign of work being carried out towards cultivating 50% of each plot. He has until 31st March 2015 to complete the remedial work.

Resolved: The Clerk monitors Mr. West's progress.

C) RVS Area Assembly & Parishes Meeting

Nothing discussed.

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

Monitoring continues. No action is required at the moment. Councillor S said that RMBC are now cutting the area of grass between the bus stop on School Road and the public footpath (to St Johns' Church). This area should be included in any future spraying.

E) Village Associations

Brookhouse: A litter pick is taking place on Sunday 22 March. The Clerk has arranged for RMBC to provide rubbish bags, bag-hoops and litter pickers and for RMBC to remove the rubbish free of charge, instead of the association paying for the equipment and a skip for the rubbish.

Slade Hooton: Nothing discussed.

Carr: Litter pick – see item 141 above.

F) Streetpride

Dog fouling and Fly Tipping in the Parish.

Mr. Coates, RMBC, has applied “pick it up or Pay Up” stencilling to various footpaths in Laughton.

Mr Finn, RMBC, has supplied long and short versions of wording for use on noticeboards in the parish:

Dog fouling signage

[a] You must remove all dog fouling immediately from this land and place it in a waste bin. Failure to do so could result in a £100 fixed penalty fine or a £1,000 fine in Court. Rotherham Council wardens patrol this area.

[b] “Clean Up After Your Dog” and “Maximum Fine £1,000”.

Resolved: RMBC has now supplied the stencilling and wording for noticeboards.

G) Website design and quotation

i) Northern Peak have now quoted £449 + vat to provide the PC with “write access” to the entire website. It was proposed by Councillor S that the PC should accept the quotation. Seconded by Councillor N. All agreed.

Resolved: The Clerk asks Northern Peak to carry out the work.

ii) It has previously been agreed that the Village Hall be listed as the PC’s address on the WEB site and the Clerk has been asked to get Royal Mail to re-directed mail to his home. Royal Mail requires ID in the form of a bank statements or utility bills currently being delivered to the Village Hall before they will set up a redirection service. Mail cannot be delivered to the VH because there is currently no letter box. It was proposed by Councillor S that the Clerk buys an external letter box and has it installed close to the main entrance. Seconded by Councillor K. All agreed.

Resolved: The Clerk purchases a letter box and arranges for it to be installed.

H) Parking Issues at All Saints’ School

At the PC Meeting held in June 2013 a parishioner raised concerns about the ongoing problems caused by parents parking outside the Church School, High Street, Laughton. Since then attempts to meet with school staff failed until April 2014 when the Clerk met with the Head Teacher who agreed to carry out certain actions. The actions were never carried out. On 5th January 2015 a meeting took place and various actions have now been completed. The following actions are still outstanding:

1. RMBC (Marc Hill) will provide the school with a free bicycle shed. ONGOING
2. RMBC will fabricate a “no parking” sign designed by All Saints’ school children. ONGOING

3. The school (Mrs Morely) will canvass parents about the feasibility of using the Village Hall car park, or other suitable place, and operating a walking bus to school. ONGOING
4. Insertion of a piece about considerate/lawful parking should be included in the school's prospectus/ induction pack. **Councillor S (School Governor) will check to see if this has been done.**

D) Newsletter Distribution

The next newsletter is due to be distributed in April 2015. Details about the 'school parking meeting' should be included.

J) Risk Assessment Review

The VH risk assessment has now been completed and a number of issues and recommendations have been identified. Councillor V, Ann Mitchell, Peter Kenny and the Clerk will meet on Wednesday 18th March to implement the recommendations.

Resolved: A meeting will take place on Wednesday 18th March.

143. Police in the Community

16th January 2015 to 11th March 2015 (Two Months).

- [a] Newhall - No recorded crimes
- [b] Brookhouse - No recorded crimes
- [c] Slade Hooton - 1 recorded crime
 - [1] 16/01/2015 Theft from Motor Vehicle, Hooton Lane. Parts stolen from Land Rover Defender, parked on private property.
- [d] Carr - No recorded crimes
- [e] Laughton en le Morthen - 3 recorded crimes
 - [1] 19/01/2015 Brookhouse Lane Theft from Motor Vehicle. ¼ light glass window removed to van, entry gained and low value insignificant items stolen.
 - [2] 26/01/2015 Church Corner Burglary. Dwelling House entered, car keys stolen and Mercedes motor vehicle stolen from driveway. Vehicle still outstanding.
 - [3] 01/03/2015 High Street Attempt Burglary UPVC window force to dwelling, no entry gained, nothing stolen.

144. village Hall Issues

a. Car park & recreation ground improvements

i. Dog fouling continues on the car park, recreation area and football fields.

Resolved: Signage received and pavement stencilling carried out (item 142F above).

ii. Car Park Barrier: Councillor W 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 S has now obtained three quotations:

- 1) Electrogate Limited (Jack Webster): £3335 + VAT, to supply and fit an Automatic Barrier plus a further £1800 + VAT for optional work of supplying and installing Fencing.
- 2) Expert Security UK (Danny Scholfield): £5,843 + VAT, to supply and fit Security Barrier & Access System plus optional Warning Signs (£65) and Instruction Signs (£95).

- 3) Newgate Secured Access Solutions (Mark Watson): Supply only £3,448, Installation £1030, Associated Civil Works £3020 = £7,498 + VAT. A price list of 10 optional accessories was also included.

Each quotation offers a different solution.

Resolved: Councillors W and S will use the three quotations to produce a statement of requirements so that each company can bid for the same design.

b. LVHMC Treasurer

- i) Last month the Clerk was asked to terminate the British Gas contract to service the VH boiler and cooker at a cost of £649 p.a. and obtain a more cost effective contract, given that the new boiler was supplied with a 10 year parts and labour warranty.

Brookhouse Gas have quoted £144 [inc vat] to put the boiler alone onto a service contract but did not quote for the cooker. Bancroft Plumbing & Heating have quoted £55 boiler, £40 gas cooker and £25 for a Landlords Certificate Plus vat, which equal £144 [inc vat]. The quote from Bancroft is the best value but the Clerk delayed setting up a contract until the quotation for replacing the VH main water stop tap and removing the fire hose discussed at item 133d last month had been received. A quote for £264 and £162 [inc vat] has been received for replacing the main stop tap and removing the redundant fire hose. Councillor S proposed that Bancroft be asked to carry out all of the work. Seconded by Councillor K. All agreed.

Resolved: The Clerk asks Bancroft Plumbing and Heating to put the cooker and boiler onto a service contract and accepts their quote to replace the main stop cock and remove the fire hose.

- ii) Simon McDonald has handed the accounts to Peter Kenny with the exception of documents relating to the audit for year ending 31st December 2014 which are currently with the accountant. Peter Kenny is now submitting new bank signatory forms.

- iii) Ann Mitchell said that it had been suggested that a dishwasher be installed in the VH kitchen and that Sam Brooks, LVHMC Secretary, was looking for the most suitable machine that had a quick wash cycle. Councillor Shackley proposed that the PC purchase a machine. Seconded by Councillor N and all agreed.

Resolved: Awaiting feedback from Sam Brooks.

- iv) Ann Mitchell said that she had been asked if a mirror could be installed in the accessible toilet. Councillor S proposed that the Clerk purchases a suitable mirror. Seconded by Councillor N. All agreed.

Resolved: The clerk purchases a mirror.

- v) Ann Mitchell requested that a new cigarette ash box be installed on the wall outside the main entrance of the VH. Councillor S proposed that the Clerk purchases a cigarette ash box. Seconded by Councillor N. All agreed.

Resolved: The clerk purchases a cigarette ash box.

c. Village Hall Security

- i) Central Electrical are waiting for the field to dry before taking the cherry picker onto the grass to service the car park lighting.

Resolved: The contractor will return to service the car park lighting.

ii) A specification for the upgrade and refurbishment of the CCTV has been drawn up by Councillor W and quotations have been received from Central Electrical. Central Electrical have demonstrated their proposed solution and Riber are due to demonstrate their proposed solution at the meeting to be held in April. The Clerk was asked to send the specification the P&N alarms, Rotherham and request a quotation.

Resolved: The Clerk obtains a third quotation from P&N Alarms.

d. Review of Village Hall Constitution

i) The VH constitution makes provision for subsidised hire rates for low income or minority groups but it is incumbent on the group to provide audited annual accounts to verify their financial position. The PC is no longer receiving accounts from the Bowling Club. The Bowling Club has requested Councillor W to audit their accounts. The audited accounts are now almost ready for approval.

Resolved: Councillor W is currently auditing the Bowling Club accounts.

e. Defibrillator

Yorkshire Ambulance Service has offered to provide a defibrillator familiarisation course. The proposed course in December was cancelled. The Clerk will arrange a new date that can be advertised in the spring newsletter.

The Clerk has asked for the defibrillator to be included on the VH insurance policy.

Resolved: a) The Clerk sets up and advertises the familiarisation course in the spring newsletter. b) The defibrillator and cabinet are now included on the VH insurance policy.

f. Internal Lighting

Ann Mitchell reported that a lighting unit is completely dead and that several lamps are out in other units. It was agreed that, for safety reasons a suitable ladder needs to be obtained to change the lighting tubes.

Resolved: To be dealt with at the next meeting.

g. Football Pitch

Ann Mitchell said that she had received a complaint about litter left behind on and around the football pitch after matches have been played. Also, the VH caretaker has reported that the heating has been left on after matches have been played at the weekend.

Resolved: The Clerk will write to the secretary of the football club and ask that litter is removed and all heating is turned off.

145. Environmental Issues

a) Brookhouse Dyke

Nothing exceptional to report.

b) Thurcroft Landfill

Nothing discussed.

146. Finance Report

Receipts

01/03/15	Santander Bank Interest	£6.34
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Payments

14.02.15	Lord Mayor's Charity	£25.00
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16.02.15	Alex Munro - wages	£208.00
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25.02.15	Community First LPC Insurance	£15.12
07.03.15	Brit Gas VH Servicing	£33.62
07.03.15	Grant - Church School	£1,000.00
07.03.15	Clerk's salary	£197.05
07.03.15	Rotherham Advertiser	£140.88
07.03.15	RMBC Grounds Mtce	£400.76
07.03.15	Community Lincs Ins.	£654.31
11.03.15	RMBC Grounds Mtce	£185.08
11.03.15	MD Risk Management	£150.00

b. The Clerk has received information about possible grants from “YORbuild 4 Good Fund” (up to £5,000 for community projects across Yorkshire and the Humber)

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

c. The Clerk has applied for a grant of £2536 and a precept of £21,189 for 2015/16 (total £23725) which is expected to be paid in April 2015. RMBC has acknowledged receipt of the application.

e. The Clerk has submitted a claim for a VAT refund of £1489.51 for the year ending 30th November 2014.

f. All Saints' Church School – Children's request for funding for library books & parking cones in addition to a grant already promised to celebrate the schools 400th anniversary. It was agreed at January's meeting that the PC makes a grant of £1200 if the PC are to purchase the items and claim back the VAT or £1000 if the school purchases the items. Mrs. Morley, Head Teacher, has requested a cheque for £1000.

Resolved: The Clerk has issued a cheque for £1000.

147. Planning Applications

The PC has previously objected to planning application RB2014/0999 for “stables” on Eastfield Lane, Laughton and RMBC has subsequently refused planning permission. The applicant has now appealed against RMBC's decision to the Secretary of State. After this information was circulated to Councillors, via email due to time constraints, the Clerk was asked to submit a further letter of objection to the Secretary of State.

Resolved: The Clerk has submitted a letter of objection.

148. Consultation Documents

Circulated via email:

11.02.15	Rural Services Network – Newsletter
13.02.15	Voluntary Aid Rotherham – Newsletter
13.02.15	RMBC – Community Clear up Day
16.02.15	Public Sector Executive – Universal Credit Support
16.02.15	Rural Services Network – Newsletter
18.02.15	Rural Services Network – Newsletter
19.02.15	Local Government News
24.02.15	YLCA – Winter Weather Roadshow
26.02.15	YLCA - Branch Meeting
27.02.15	Voluntary Aid Rotherham – Newsletter
27.02.15	Friends of Peak District
02.03.15	Rural Services Network – Newsletter
02.03.15	HS2 phase 2 seminar

- 04.03.15 Rural Services Network – Newsletter
- 04.03.15 SY Fire & Rescue – newsletter
- 06.03.15 Voluntary Action Rotherham – eNewsletter
- 09.03.15 Rural Services Network – Newsletter
- 09.03.15 Public Sector Executive – Are you comfortable in your retirement?

149. Correspondence

a. Oxley Catering (advertising their services).

Resolved: The letter was put on file and copied to the VHMC.

b. Royal Mail – Request to confirm the correct “business” title for the VH.

Resolved: The Clerk will reply

c. Jon Shaw – Leaf & Grass.

Resolved: The Clerk will advise Mr. Shaw that the PC would like to continue the flower bed maintenance contract and ask that he puts daffodil and tulip bulbs in the beds, where appropriate, to give additional colour.

150. Any Other Business

Nothing further was discussed.

151. Date and Time of Next Meeting

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

The meeting closed at 10:40 pm

Chairman.....

Date.....